

## Innovations Academy Board Meeting: March 18, 2014 @ 6:30 PM

### Meeting location(s)

Innovations Academy 10380 Spring Canyon Road San Diego, 92131	5519 McMillan Street Oakland, CA, 94618	Public call in number 559-726-1300* Access code 151642
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\*Members of the public need not state their names when entering the conference call

### Board Attendance

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### Others in Attendance

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### Agenda

Topic	Minutes
➤ Call to order / roll call	
➤ Approval of current agenda	
➤ Approval of prior month meeting minutes	
➤ Public comments (3 mins per person)	
➤ Reports	
○ Teacher briefing (Tony)	
○ Financial update (Delano)	
○ Director update (Christine) <ul style="list-style-type: none"> <li>✓ Full time capacity/enrollment</li> <li>✓ Part time capacity/enrollment</li> <li>✓ Combined ADA (% and #)</li> <li>✓ Student demographics</li> <li>✓ Ocean Life school</li> <li>✓ Director contract milestones</li> <li>✓ Facilities / lease extension</li> <li>✓ Summary of other charter schools in SDUSD</li> <li>✓ Scripps Ranch community outreach efforts</li> <li>✓ Solution Center</li> <li>✓ Sustainability Program</li> <li>✓ Parent Association</li> </ul>	
➤ Discussion items	
○ Review draft standard e-mail for parent inquiries/community (Stephen)	
○ Discuss whether IA should take Consolidated Applications funds in the future (Christine)	
○ Discuss special ed risk pool (Christine)	
○ Discuss Prop Z funding options (Christine)	

Topic	Minutes
○ Assign new action items	
➤ Next board meeting	
○ Confirm date of next meeting	
○ Identify agenda items for next meeting	

The foregoing minutes were approved by the Board of Directors of Innovations Academy on \_\_\_\_\_.

\_\_\_\_\_  
Secretary

Please contact Innovations Academy Board @ [Board@InnovationsAcademy.org](mailto:Board@InnovationsAcademy.org) if you require special assistance or a listening device to attend the Board Meeting. Requests must be made 48 hours in advance.

1. TELECONFERENCE MEETINGS. Members of the Board of Directors may participate in teleconference meetings so long as all of the following requirements in the Brown Act are complied with:

- At a minimum, a quorum of the members of the Board of Directors shall participate in the teleconference meeting from locations within the boundaries of the State of California;
- All votes taken during a teleconference meeting shall be by roll call;
- If the Board of Directors elects to use teleconferencing, it shall post agendas at all teleconference locations with each teleconference location being identified in the notice and agenda of the meeting;
- All locations where a member of the Board of Directors constituting the quorum participates in a meeting via teleconference must be fully accessible to members of the public and shall be listed on the agenda;
- Members of the public must be able to hear what is said during the meeting and shall be provided with an opportunity to address the Board of Directors directly at each teleconference location; and
- The agenda shall indicate that members of the public attending a meeting conducted via teleconference need not give their name when entering the conference call.
- The Brown Act prohibits requiring members of the public, to provide their names as a condition of attendance at the meeting; however, those wishing to speak may be required to identify themselves.

## Innovations Academy Board Meeting: February 18, 2014 @ 6:30 PM

### Meeting location(s)

Innovations Academy 10380 Spring Canyon Road San Diego, 92131	5519 McMillan Street Oakland, CA, 94618	Public call in number 559-726-1300* Access code 151642
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\*Members of the public need not state their names when entering the conference call

### Board Attendance

Patric Rawlins	Danielle Strachman	Nathan Cooper	Stephen Rosen	Tony Spitzberg			
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### Others in Attendance

Christine Kuglen	Delano Jones	Michelle Sanfilipo (teacher)	Steve Smith				
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### Agenda

Topic	Minutes
➤ Call to order / roll call	Call to order at 6:34 p.m.
➤ Approval of current agenda	Discussion: Stephen requests fundraising goals be removed from discussion items and moved to next month. Patric requests adding "Action Item" for approval of Consolidated Application Part 2. Vote: Stephen moves to approve agenda as amended, Tony seconds. Unanimous approval.
➤ Approval of prior month meeting minutes	Vote: Danielle moves to approve prior month meeting minutes, Stephen seconds. Unanimous approval.
➤ Public comments (3 mins per person)	None.
➤ Reports	
○ Teacher briefing (Tony)	Discussion: Tony explains how the middle school teachers created a culture survey to describe negative behavior related to Gaga pit activity. Teachers then worked with students to improve behavior in Gaga pit and to make lunch an enjoyable time. Michelle then presents on 20% Passion Project that her 4 <sup>th</sup> and 5 <sup>th</sup> grade class did in the Fall Semester.
○ Financial update (Delano)	Discussion: Delano explains that cash available is \$809,336. Currently at 85% of revenue to budget. Expenses to date are roughly \$10,000 over budget. No financial red flags to report. IA is in a good position financially. Discussion of Prop Z and District implementing new requirements to qualify for these funds, including having to be around as a charter for at least 5 years.
○ Director update (Christine)	Discussion: Christine reports on current enrollment

Topic	Minutes
<ul style="list-style-type: none"> <li>✓ Full time capacity/enrollment</li> <li>✓ Part time capacity/enrollment</li> <li>✓ Combined ADA (% and #)</li> <li>✓ Student demographics</li> <li>✓ Ocean Life school</li> <li>✓ Director contract milestones</li> <li>✓ Facilities / lease extension</li> <li>✓ Summary of other charter schools in SDUSD</li> <li>✓ Scripps Ranch community outreach efforts</li> <li>✓ Solution Center</li> <li>✓ Sustainability Program</li> <li>✓ Parent Association</li> </ul>	<p>levels. At 335 total enrollment which is 89% of capacity. 4 students who are shadowing this week. Planning to not accept new students after April 20, 2014, with some potential exceptions based on circumstances of students and needs of school. Student demographic report will be prepared before District site visit in April. Visiting other schools to determine model for Ocean Life Academy. Sending out monthly announcements in Scripps Ranch newsletter. Solution Center has been a huge asset to the school. Parent Association is organizing a school dance.</p>
<p>➤ Discussion items</p>	
<ul style="list-style-type: none"> <li>○ Consolidated Application Part 2 <ul style="list-style-type: none"> <li>✓ Action: Approve Consolidated Application Part 2.</li> </ul> </li> <li>○ Investigate placing ads for IA on Facebook to increase student enrollment (Danielle)</li> <li>○ Status of policy binder (Christine)</li> <li>○ Process to respond to parent and community inquiries to Board (Patric)</li> </ul>	<p>Consolidated Application Part 2  Discussion: Delano provides overview of information being reported on Consolidated Application Part 2.  Vote: Patric moves to approve Consolidated Application Part 2 as presented, Stephen seconds. Unanimous approval.</p> <p>Facebook Ads  Discussion: Danielle reports that of the trial Facebook ads she placed there were 125 people who clicked through to the IA web site. Danielle also suggests asking people who visit the IA web site if they would like to receive the IA newsletter.</p> <p>Policy Binder  Discussion: Christine reports that policy binder is complete.</p> <p>Parent Inquiries – Patric requests standard process created to acknowledge inquiry and direct parent into proper process for resolving issue per IA Handbook. Stephen agrees to draft standard response for future use.</p>
<ul style="list-style-type: none"> <li>○ Assign new action items</li> </ul>	
<p>➤ Closed session: Evaluation of CEO (Cal. Gov. Code § 54957)</p>	<p>No closed session held.</p>
<p>➤ Next board meeting</p>	
<ul style="list-style-type: none"> <li>○ Confirm date of next meeting</li> </ul>	<p>March 18 at 6:30 p.m.</p>
<ul style="list-style-type: none"> <li>○ Identify agenda items for next meeting</li> </ul>	<ul style="list-style-type: none"> <li>- Investigate special ed risk pool (Christine)</li> <li>- Discuss Prop Z funding options (Christine)</li> </ul>

Topic	Minutes
	<ul style="list-style-type: none"> <li>- Discuss Director milestones (Christine)</li> <li>- Discuss taking consolidated application funds (Christine)</li> <li>- Draft standard e-mail for parent inquiries (Stephen)</li> <li>- Review and approving second interim financials (Delano)</li> </ul>
	Meeting adjourned at 8:25 p.m.

The foregoing minutes were approved by the Board of Directors of Innovations Academy on \_\_\_\_\_.

\_\_\_\_\_  
Secretary

## Innovations Academy Board Meeting: March 11, 2014 @ 12:30 PM

### Meeting location(s)

Innovations Academy 10380 Spring Canyon Road San Diego, 92131	5519 McMillan Street Oakland, CA, 94618  3225 North Harbor Dr. San Diego, CA 92101	Public call in number 559-726-1300* Access code 151642
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\*Members of the public need not state their names when entering the conference call

### Board Attendance

Patric Rawlins	Danielle Strachman	Nathan Cooper	Stephen Rosen	Tony Spitzberg			
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### Others in Attendance

Christine Kuglen							
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### Agenda

Topic	Minutes
➤ Call to order / roll call	Call to order at 12:30 p.m.
➤ Approval of current agenda	Discussion: Patric requests removal of approval of prior month meeting minutes from agenda. Vote: Patric, Danielle, Nathan, Stephen, and Tony vote to approve agenda as amended.
➤ Public comments (3 mins per person)	None.
➤ Reports	
<ul style="list-style-type: none"> <li>○ Discuss Second Interim Financial Report (Delano)                             <ul style="list-style-type: none"> <li>✓ Action: Review and approve second interim financial statement</li> </ul> </li> </ul>	Discussion: Christine reports that she has no questions or problems with second interim financial statement and notes that IA is in overall good financial shape as indicated by financial statement. Vote: Patric moves to approve second interim financial statement, Stephen seconds. Patric, Danielle, Nathan, Stephen, and Tony vote to approve.
<ul style="list-style-type: none"> <li>○ Assign new action items</li> </ul>	None.
➤ Next board meeting	
<ul style="list-style-type: none"> <li>○ Confirm date of next meeting</li> </ul>	March 18 at 6:30 p.m.
<ul style="list-style-type: none"> <li>○ Identify agenda items for next meeting</li> </ul>	None.
	Meeting adjourned at 12:34 p.m.

The foregoing minutes were approved by the Board of Directors of Innovations Academy on \_\_\_\_\_.

\_\_\_\_\_  
Secretary