



Regular Board Meeting Minutes
Loyola Marymount University
1 Loyola Marymount University Drive, Los Angeles, CA 90045
University Hall, Suite 2600 Conference Room
Call-in Access: 1-605-313-5086
Access Code: 970986#

Thursday, May 9, 2019, 5:00 p.m.

I. CALL TO ORDER - Meeting was called to order by the Acting Board President Suzanne Madison Goldstein at 5:20pm.

II. ROLL CALL

Michelle Windmueller, Miles Remer, Vicki Graf, Matthew Swanlund, Ben Tysch, Jason Rudolph, Suzanne Madison Goldstein, Danelle Fisher
 Staff: Shawna Draxton, Jennie Brook, Stephen De La Rosa, Janine Bielski
 Absent: Irene Oliver, Mary McCullough, Mike Abercrombie

III. ITEMS FOR BOARD INFORMATION AND/OR DISCUSSION, INCLUDING COMMITTEE AND SCHOOL LEADERSHIP REPORTS

Item #1:	Update of Development Committee
Description:	Discussion of the purchase of donor management software under \$5,000
Purpose:	Board Informative
Presented By:	Mike Abercrombie
Materials:	Proposal and Company PPT in May Board Folder
Est. Time:	10 minutes
Notes:	Tabled until June meeting

Item #2:	WISH Finance Committee
Description:	Annual Fiscal Training
Purpose:	Board Fiscal Training: To continue to keep the Board of Directors current with fiscal oversight responsibilities
Presented By:	Stephen De La Rosa

Materials:	PPT
Est. Time:	20 minutes
Notes:	Board participated in annual fiscal training covering timely reporting, oversee budgets, holding staff accountable and financial policies (budget and spending as well as finance policies and regulations). Also discussed were financial statement red flags, roles and responsibilities committees. Discussed need for Audit Committee and increased Board Review of LCAP.

Item #3:	WISH Finance Committee
Description:	Discussion of the preliminary 2019-2020 budget
Purpose:	To begin the discussion of the budget for the 2019-2020 school year to be voted on in June 2019
Presented By:	Stephen De La Rosa
Materials:	Preliminary budget draft
Est. Time:	10 minutes
Notes:	Discussed possible enrollment adjustments, NPS funds and material revision. Michelle Windmueller called for a special board meeting in June to further discuss budget.

Item #4:	Executive Director Monthly Report
Description:	(a) Academic Achievement Report (b) School Climate and Culture (c) Human Capital
Purpose:	Information and Discussion
Presented By:	Dr. Shawna Draxton
Materials:	ED's report in the May Board Folder
Est. Time:	10 min
Notes:	Dr. Draxton reviewed her monthly report, discussed a material revision in late August/September, WASC accreditation process, CSD oversight report, Title IX policy should be placed on Agenda on June, personnel may include ES SPED position and HS since HS is growing

IV. ITEMS FOR BOARD ACTION

Consent Items for Board:

Item #1:	Approval of Board Minutes from March 14 and April 4, 2019
Description:	Review and approve the minutes from March & April 2019 meeting
Purpose:	Vote
Presented By:	Dr. Michelle Windmueller
Materials:	Meeting Minutes
Est. Time:	2 min

Notes:	Motion made by Michelle Windmueller, Second by Suzanne Goldstein. Unanimously approved by board members present (Windmueller, Fisher, Goldstein, Graf, Remer, Rudolph, Swanlund, Tysch)
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Items for Discussion and Vote:

Item #1:	Executive Director Contract Renewal
Description:	Executive Director's contract is renewed yearly.
Purpose:	Discussion and Vote
Presented By:	Dr. Michelle Windmueller
Materials:	Confidential Report from Closed Session
Est. Time:	10 min
Notes:	Executive Committee will review past contracts to ensure form is up to date and, pending budget finalization, will present a new contract and compensation package for the 2019-2020 school year.

Item #2:	WISH Finance Committee Report
Description:	Approval of March Financials
Purpose:	Board Report
Presented By:	Stephen De La Rosa, Miles Remer
Materials:	Financial Report
Est. Time:	10 minutes
Notes:	Motion made by Matthew Swanlund. Second by Ben Tysch. All approved.

Item #3:	Executive Committee
Description:	WISH Board of Directors Commitments
Purpose:	Review and Vote
Presented By:	Suzanne Madison Goldstein
Materials:	WISH Charter Board of Directors Commitments
Est. Time	10 minutes
Notes:	Motion made by Ben Tysch. Second by Suzanne Goldstein. Unanimously approved by board members present (Windmueller, Fisher, Goldstein, Graf, Remer, Rudolph, Swanlund, Tysch)

Item #4:	Election of New Board Officers
Description:	Election of Board Officers for President, Vice President, Secretary
Purpose:	Vote
Presented By:	Dr. Michelle Windmueller
Materials:	None
Est. Time	5 minutes
Notes:	Motion made by Miles Remer. Second by Vicki Graf. To take effect on July 1: President - Jason Rudolph and Vice President and Secretary - Danelle Fisher. Roll call vote as follows:

	Windmueller - Aye, Fisher- Aye, Goldstein - Aye, Graf - Aye, Remer - Aye, Rudolph - Aye, Swanlund - Aye, Tysch - Aye)
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VI. PUBLIC COMMENT

VII. CLOSED SESSION ITEMS: PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1).) (Dr. Michelle Windmueller - Review and Discussion of Executive Director Performance Evaluation with Executive Committee):

The Board entered into closed session at 6:59pm and moved out at 7:13 pm. Board President Michelle Windmueller reported out as follows: Board unanimously approved Executive Director contract renewal to be complete in June.

VIII. ADJOURNMENT: Regular board meeting was adjourned at 7:14pm.