

**SCALE Leadership Academy**  
**Regular Board Meeting**  
Saturday, October 15th, 2022 at 10:00 a.m.  
5480 Philadelphia Ave Suite I-0  
Chino, CA 91719

**MEETING MINUTES**

**I. Call to Order**

Meeting called to order by Edna Herring at 10:12 a.m.

**II. Roll Call**

Edna Herring, (Chair.) \_P\_ / \_\_\_

Kenneth Mitchell \_\_\_ / A\_

Alexis Saenz \_P\_ / \_\_\_

Mary Ceja \_P\_ / \_\_\_

Marcoz Rodriguez \_\_\_P\_ / \_\_\_

Chris Shockley \_P\_ / \_\_\_

Latoya Carter \_P\_ / \_\_\_

Cristal Banuelos - Esparza \_\_\_ / \_\_\_

Angie Caseras \_P\_ / \_\_\_

Patrice Smith \_P\_ / \_\_\_

*Presenter: Edna Herring*

**III. Approval of Minutes**

**A. Review and approval of Minutes from September 10, 2022 Board Meeting**

This action item calls for the review and approval of the September 10, 2022 Board Meeting Minutes.

Alexis Saenz makes a motion to approve, and Mary Ceja second the motion.

**Results:** This item was approved with 4 out of 4 votes.

**IV. Reports/Action Items:**

**A. August Monthly Financials**

This item calls for review and approval of the August Monthly Financials.

- Exhibit B: August Monthly Financials

*Presenter: Jim with Charter Impact*

Jim went over the Highlights starting with the Revenue increased by 748k vs Budget. He also stated the Expense increased by 557K VS budget. Jim stated the year end surplus is projected at 1.0009 M. In regards to the Compliance & reporting 25.1 PTR is within compliance and steady, however the 40/80 has fallen out of compliance mostly due to increase in revenue. Jim also noted no attendance data was given to him so he couldn't give an update regarding enrollments. He also noted revenue increased by 773K due to COLA increase in state budget. He also noted the overall budget created based on a 6.56% COLA, but the CA budget approved

with a 12.84% COLA. Jim stated the expenses came in higher for August vs Budget as Revenues trend higher. He also went over the fund balance and stated the year end balance exceeds states requirements. He also stated the year end cash balance is projected at 3.772 M and no projected borrowing /factoring needed

Alexis Sanez motioned to approve and Mary Ceja seconded the motion.

**Results:** This item was approved with 4 out of 4 votes.

### **B. Form 990 Update**

This action calls for review of the Form 990.

*Presenter: Chris Shockley*

Chris informed the board members that the auditor will be filing an extension.

### **C. Universal Pre-Kindergarten-Planning & Implementation Grant**

This action calls for approval of the Universal Pre-Kindergarten Planning & Implementation Grant.

- Exhibit C: Universal Pre-Kindergarten Planning & Implementation Grant Survey

*Presenter: Latoya Carter*

Latoya went over the survey that was certified to the state to receive funding for the grant in the amount of 196K. She stated this funding is in place for the 4-year-olds in TK program.

Alexis Sanez motioned to approve and Mary Ceja seconded the motion.

**Results:** This item was approved with 4 out of 4 votes.

### **D. Pupil Promotion, Retention and Acceleration Policy**

This action calls for the review and approval of the Pupil Promotion, Retention and Acceleration Policy.

- Exhibit D: Pupil Promotion, Retention and Acceleration Policy.

*Presenter: Cristal Banuelos-Esparza*

Cristal is asked for approval from the board regarding updates and changes for the 7th grade students enrolled to only be eligible for credits earned in math or in LOTE. She also requested section 8.2 for students enrolled in the 8th grade to only be eligible for credits earned in math or in LOTE. Cristal requested for changes to section 13A, regarding retention and asked that at the request of the parent for retention, that an initial meeting with guidance counselor and parent to determine eligibility for a grade retention. The request will initiate the SST process for interventions to be put in place, data to be gathered, and documentation of the students response to policies and procedures regarding retention. This process could take up to 4 to 6 months to determine eligibility for grade retention.

Cristal also requested that section 16.2 be changed regarding 9th grade students matriculating into 9th grade from another school outside our school district may not be considered for retention.

The board members did vote, however, Alexis suggested that the legal team review the policy.

Alexis Sanez motioned to approve, Mary Ceja seconded the motion.

**Results:** This item was approved with 4 out of 4 votes.

**E. Comprehensive School Safety Plan**

This action calls for the review and approval of the Comprehensive School Safety Plan.

- Exhibit E: Comprehensive School Safety Plan

*Presenter: Latoya Cater*

Latoya went over the updates that were made to the Comprehensive School Safety Plan. The Law Enforcement Data Crimes section was updated and Covid-19 Protocols were updated.

Alexis Sanz motioned to approve, Mary Ceja seconded the motion.

**Results:** This item was approved with 4 out of 4 votes.

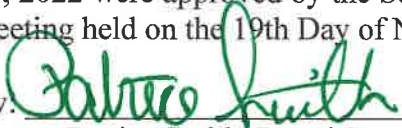
**V. Closed Session**

**VII. Meeting Adjourned**

The meeting was adjourned at 11:23 a.m.

**Secretary's Certification:**

I certify that the foregoing minutes of the adjourned Meeting of the Board of Directors on October 15, 2022 were approved by the Scale Leadership Academy Board of Directors at a properly noticed meeting held on the 19th Day of November, 2022.

By:   
Patrice Smith, Board Secretary

Date: 11/19/2022