



**DCP**  
DOWNTOWN COLLEGE PREP

**BOARD OF DIRECTORS  
ACROSS THE BRIDGE FOUNDATION dba  
DOWNTOWN COLLEGE PREP**

**Board Meeting Agenda**

**July 25, 2018  
5:30-8:00PM**

**Campbell Conference Room  
Sobrato Center for Nonprofits  
1400 Parkmoor Ave., San Jose, CA 95126**

**INSTRUCTIONS FOR PRESENTATIONS TO  
THE BOARD BY PARENTS AND CITIZENS**

The Downtown College Prep Charter School (“DCP” or “School”) welcomes your participation at the School’s Board meetings. The purpose of a public meeting of the Board of Directors (“Board”) is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided.

1. Agendas are available to all audience members at the door to the meeting.
2. Blue “Request to Speak” forms are available to all audience members who wish to speak on any agenda items or under the general category of “Oral Communications.”
3. “Oral Communications” is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
4. With regard to items that are on the agenda, you may specify that agenda item on your blue request form and you will be given an opportunity to speak for up to five (5) minutes when the Board discusses that item.
5. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
6. Citizens may request that a topic related to school business be placed on a future agenda. Once such an item is properly agendized and publicly noticed, the Board can respond, interact, and act upon the item.
7. In compliance with the Americans with Disabilities Act (ADA) and upon request, DCP may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the School office.

**I. PRELIMINARY**

**A. CALL TO ORDER**

Meeting was called to order by the Board President at: 12:03 pm

**B. ROLL CALL**

	Present	Absent
Ms. Maria Arellano	<u>  X  </u>	<u>      </u>
Ms. Mary Curtis	<u>  X  </u>	<u>      </u>
Mr. John Koeplin	<u>  X  </u>	<u>      </u>
Mr. Don Imwalle	<u>  X  </u>	<u>      </u>
Ms. Kathy Yates	<u>  X  </u>	<u>      </u>
Ms. Sandra Moll	<u>  X  </u>	<u>      </u>
Ms. Lisa Cole	<u>      </u>	<u>  X  </u>
Ms. Kelli Parmley (On Leave)	<u>      </u>	<u>  X  </u>
Mr. Miguel Salinas	<u>      </u>	<u>  X  </u>
Mr. Josue Fuentes	<u>  X  </u>	<u>      </u>
Mr. Marc Ketzell	<u>  X  </u>	<u>      </u>

**II. COMMUNICATIONS**

**A. Oral Communications**

- i. Executive Director Report

**III. CONSENT AGENDA ITEMS**

- i. June 20, 2018 Board Meeting Minutes
  - *Mary Curtis motioned to approve*
  - *Maria Arellano seconds the motion*
  - *Board unanimously approves*

It is recommended that the Board approve  
 Consent Agenda Items

Motion:\_\_\_ Action:\_\_\_  
 Second:\_\_\_ Vote:\_\_\_

**IV. ITEMS SCHEDULED FOR INFORMATION**

**A. BUSINESS**

- i. Advancement Director Report

**B. INSTRUCTION AND CURRICULUM**

- i. No items at this time

**C. PERSONNEL**

- i. Approve Variable Term Waiver Request for Melissa Suffel, 9<sup>th</sup> – 12<sup>th</sup> Grade Mathematics, Downtown College Prep-El Primero High School
- ii. Approve Variable Term Waiver Request for Jennifer Alvarez, 5<sup>th</sup> – 8<sup>th</sup> Grade, Multiple Subject, Downtown College Prep-El Camino Middle School
- iii. Approve Variable Term Waiver Request for Karla Andrade Galvan, 9<sup>th</sup> – 12<sup>th</sup> Grade, Spanish, Downtown College Prep-Alum Rock High School

- iv. Approve Subsequent Waiver Request for Monique Soto, 9<sup>th</sup> – 12<sup>th</sup> Grade, Physical Education, Downtown College Prep-El Primero High School
- v. Approve Subsequent Waiver Request for Ellis Stephens, 5<sup>th</sup> – 8<sup>th</sup> Grade, Social Science, Downtown College Prep-El Camino Middle School
- vi. Approve Provisional Internship Permit Request for Natasha Abushaban, 9<sup>th</sup> – 12<sup>th</sup> Grade, Social Science, Downtown College Prep-El Primero High School
- vii. Approve Provisional Internship Permit Request for Monique Soto, 9<sup>th</sup> – 12<sup>th</sup> Grade, Physical Education, Downtown College Prep-El Primero High School
- viii. Approve Provisional Internship Permit Request for Jennifer Alvarez, 5<sup>th</sup> – 8<sup>th</sup> Grade, Multiple Subject, Downtown College Prep-El Camino Middle School
- ix. Approve Provisional Internship Permit Request for Chhayleng Touch, 5<sup>th</sup> – 8<sup>th</sup> Grade, Special Education, Downtown College Prep-El Camino Middle School
- x. Approve Provisional Internship Permit Request for Robinson Surber, 5<sup>th</sup> – 8<sup>th</sup> Grade, Multiple Subject, Downtown College Prep-El Camino Middle School
- xi. Approve Provisional Internship Permit Request for Lidia Garcia, 6<sup>th</sup> – 8<sup>th</sup> Grade, Special Education, Downtown College Prep-Alum Rock Middle School
- xii. Approve Provisional Internship Permit Request for Darwin Yellowhair, 6<sup>th</sup> – 8<sup>th</sup> Grade, Multiple Subject, Downtown College Prep-Alum Rock Middle School
- xiii. Approve Provisional Internship Permit Request for Darwin Yellowhair, 6<sup>th</sup> – 8<sup>th</sup> Grade, Foundational Science, Downtown College Prep-Alum Rock Middle School

#### D. PUPIL SERVICES/STUDENT AFFAIRS

- i. No items at this time

### V. ITEMS SCHEDULED FOR ACTION

#### A. BUSINESS

- i. Approve Nomination of Maria Arellano as Secretary for the ABF Board of Directors
  - ***Sandra Moll motioned to approve***
  - ***Marc Ketzel seconds the motion***
  - ***Board unanimously approves***
- ii. Review and Approve Updated Across the Bridge Foundation dba Downtown College Preparatory Conflict of Interest Code and List of Amendments
  - ***Tabled for a later date***
- iii. Review and approval of Federal Addendum for Downtown College Preparatory School-El Camino Middle School
  - ***Tabled for a later date***
- iv. Review and approval of Federal Addendum for Downtown College Preparatory- El Primero High School
  - ***Tabled for a later date***
- v. Review and approval of Federal Addendum for Downtown College Preparatory-Alum Rock Middle and High School
  - ***Tabled for a later date***

#### B. PERSONNEL

- i. Approve Variable Term Waiver Request for Melissa Suffel, 9<sup>th</sup> – 12<sup>th</sup> Grade Mathematics, Downtown College Prep-El Primero High School
- ii. Approve Variable Term Waiver Request for Jennifer Alvarez, 5<sup>th</sup> – 8<sup>th</sup> Grade, Multiple Subject, Downtown College Prep-El Camino Middle School
- iii. Approve Variable Term Waiver Request for Karla Andrade Galvan, 9<sup>th</sup> – 12<sup>th</sup> Grade, Spanish, Downtown College Prep-Alum Rock High School
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- xiii. Approve Provisional Internship Permit Request for Darwin Yellowhair, 6<sup>th</sup> – 8<sup>th</sup> Grade, Foundational Science, Downtown College Prep-Alum Rock Middle School
  - *Mary Curtis motioned to approve the Provisional Internship Permit Request for Melissa Suffel, Jennifer Alvarez, Karla Andrade Galvan, Monique Soto, Ellis Stephens, Chhayleng Touch, Robinson Surber, Lidia Garcia, and Darwin Yellowhair*
  - *Josue Fuentes seconds the motion*
  - *Board unanimously approves*

**C. INSTRUCTION AND CURRICULUM**

- i. No items at this time

**D. ITEMS FROM THE BOARD**

- i. No items at this time

**E. PUPIL SERVICES/STUDENT AFFAIRS**

- i. No items at this time

**VI. CLOSED SESSION** Started at 1:34 pm

- i. Personnel Review

**VII. PUBLIC SESSION**

RECONVENE TO OPEN SESSION: The meeting was reconvened to open session at 2:01 pm

**PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION** (includes the vote or abstention of every member present).

**VIII. ADJOURNMENT**

The meeting was adjourned at: 2:03 pm