



DCP
DOWNTOWN COLLEGE PREP

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

Board Meeting Minutes

**December 12, 2018
12:00-2:00PM**

**Cupertino A 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: 12:08 pm

B. ROLL CALL

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

II. COMMUNICATIONS

A. Oral Communications

- i. Executive Director Report
- ii. Board President Report
- iii. Advancement Director Report

III. CONSENT AGENDA ITEMS

- i. November 14, 2018 Board Meeting Minutes
 - *John Koeplin motioned to approved*
 - *Miguel Salinas seconds to approve*
 - *Board unanimously approves*

It is recommended that the Board approve Consent Agenda Items	Motion:___ Action:___ Second:___ Vote:___
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IV. ITEMS SCHEDULED FOR INFORMATION

A. BUSINESS

- i. Review and approval of the 2017-2018 Annual Audit Report
- ii. Review and approval of the Transportation Safety Policy
- iii. Review and approval of the Emergency Closure Protocol
- iv. Enrollment Update

B. INSTRUCTION AND CURRICULUM

- i. Strategic Plan OKRs and Initiatives

C. PERSONNEL

- i. No items at this time

D. PUPIL SERVICES/STUDENT AFFAIRS

- i. Review and approval of 2018-19 Wellness Plan for Downtown College Preparatory Middle School (DCP El Camino)
- ii. Review and approval of 2018-19 Wellness Plan for Downtown College Preparatory School (DCP El Primero)
- iii. Review and approval of 2018-19 Wellness Plan for Downtown College Prep Alum Rock (DCP Alum Rock MS and HS)

V. ITEMS SCHEDULED FOR ACTION

A. BUSINESS

- i. Approve Nomination of Riaan Du Preez to ABF Board of Directors
 - *Mary Curtis motioned to approve*
 - *Maria Arellano seconds to approve*
 - *Board unanimously approves*
- ii. Review and approval of the 2017-2018 Annual Audit Report
 - *Don Imwalle motioned to approve*
 - *Mary Curtis seconds to approve*
 - *Board unanimously approves*
- iii. Review and approval of the Transportation Safety Policy
 - *Sandra Moll motioned to approve*
 - *Mary Curtis seconds to approve*
 - *Board unanimously approves*
- iv. Review and approval of the Emergency Closure Protocol – item postponed

B. PERSONNEL

- i. No items at this time

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. Review and approval of 2018-19 Wellness Plan for Downtown College Preparatory Middle School (DCP El Camino)
 - *Sandra Moll motioned to approve*
 - *Mary Curtis seconds to approve*
 - *Board unanimously approves*
- ii. Review and approval of 2018-19 Wellness Plan for Downtown College Preparatory School (DCP El Primero)
 - *Sandra Moll motioned to approve*
 - *Maria Arellano seconds to approve*
 - *Board unanimously approves*
- iii. Review and approval of 2018-19 Wellness Plan for Downtown College Prep Alum Rock (DCP Alum Rock MS and HS)
 - *Sandra Moll motioned to approve*
 - *Miguel Salinas seconds to approve*
 - *Board unanimously approves*

VI. CLOSED SESSION

- i. No items at this time

VII. PUBLIC SESSION

RECONVENE TO OPEN SESSION: The meeting was reconvened to open session at _____

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

VIII. ADJOURNMENT

The meeting was adjourned at: 2:05 pm