



ALLEGIANCE STEAM ACADEMY REGULAR MEETING OF THE BOARD OF DIRECTORS

**January 28, 2018
Minutes**

I. Preliminary

A. Call to Order

The meeting was called to order by Board Chair at 7:04 PM.

B. Roll Call

	Present	Absent
Samantha Odo, Chairman	X	_____
Vanessa Okamoto, Secretary	X	_____
Remen Santos, Treasurer	X	_____

C. Public Comments

There were no public comments.

D. Approval of Agenda for Board Meeting for January 28, 2018.

Motion (Okamoto), second (Santos), motion carried by a vote of 3-0 to approve the agenda for the Special meeting of the Board of Directors for January 28, 2018.

II. Open Session:

A. ITEMS SCHEDULED FOR CONSENT

1. Minutes for Special Board Meetings held on January 15, 2018.
2. Job Descriptions:
 - a. Director of Educational Programs
 - b. Director of Business Services
 - c. Director of Information Technology
 - d. Teacher
 - e. Office Manager
 - f. Office Assistant
 - g. STEAM Lab Teacher
 - h. Music Teacher
 - i. Special Education Teacher
 - j. World Language Teacher
 - k. Physical Education Teacher
 - l. Lead Custodian
 - m. Custodian
 - n. Health Technician
 - o. Receptionist
 - p. Playground Proctor

Motion (Santos), second (Okamoto), motion carried by a vote of 3-0 to approve the items scheduled for consent.

B. ITEMS SCHEDULED FOR DISCUSSION/ACTION:

1. Nomination and Election of New Board Members

Motion (Okamoto), second (Santos), motion carried by a vote of 3-0 to nominate and elect Andrew Vestey to the Board of Directors.

Motion (Okamoto), second (Santos), motion carried by a vote of 3-0 to nominate and elect Raquel Rall to the Board of Directors.

2. Board Policy and Administrative Regulations Regarding Business and Non-Instructional Operations

Allegiance STEAM Academy (ASA) is committed to fiscal solvency and ensuring the most effective use ASA funds to support the Charter School's Mission. ASA is dedicated to guaranteeing all funds are budgeted, accounted for, expended, and maintained appropriately.

Motion (Vestey), second (Rall), motion carried by a vote of 5-0 to approve Board Policy and Administrative Regulations Regarding Business and Non-Instructional Operations.

3. Fiscal Management/Control Policy

Allegiance STEAM Academy (ASA) is committed to establishing internal controls and ensuring the most effective use of ASA funds to support the Charter School's Mission. ASA will establish policies and procedures to ensure public funds are properly used.

Motion (Okamoto), second (Vestey), motion carried by a vote of 5-0 to approve, accept, agree to, and adopt the Fiscal Management/Control Policy.

4. Employee Recruitment Plan

The Board will review an Employee Recruitment Plan that outlines Staffing Targets and Deadlines and articulates the Allegiance Steam Academy's strategic plan for recruitment.

Motion (Rall), second (Santos), motion carried by a vote of 5-0 to approve the Employee Recruitment Plan.

5. Student Recruitment Plan

Student recruitment and community outreach are the first portion of the larger student enrollment process for Allegiance Steam Academy (ASA). The Board will review the Student Recruitment Plan that will ensure maximum enrollment as well as a healthy waiting list.

Motion (Vestey), second (Rall), motion carried by a vote of 5-0 to approve the Student Recruitment Plan.

6. Software Program for Lottery and Student Recruitment Services

Allegiance Steam Academy intends to purchase a software program to assist in the student program and the lottery. The software will create custom enrollment software to ensure all ASA families and staff will benefit from a streamlined and modernized enrollment and lottery process. ASA has received proposals from School Mint and PowerSchool to provide this service.

Motion (Vestey), second (Okamoto), motion carried by a vote of 5-0 to enter into a contract with School Mint to provide the software program for the lottery and student recruitment services.

7. Desert/Mountain Charter Special Education Local Plan Area (SELPA)

Allegiance Steam Academy intends to join the Desert/Mountain Charter SELPA to provide Special Education services to the organization.

Motion (Vestey), second (Rall), motion carried by a vote of 5-0 to approve and submit the Desert/Mountain Charter SELPA application.

8. Resignation of Samantha Odo as Board President

Motion (Okamoto), second (Rall), motion carried by a vote of 5-0 to accept the Resignation of Samantha Odo as Board President.

9. Election of Board Officers

Motion (Okamoto), second (Rall), motion carried by a vote of 5-0 to elect Andrew Vestey the Chairman of the Board for Allegiance STEAM Academy.

C. CLOSED SESSION**Public Comments on Closed Session Items**

There were no public comments.

Closed Session- For Discussion/ Possible Action

Chairman Vestey announced reason for closed session: Public Employee Appointment (Gov. Code 54957) Title: CEO/ Principal. Chairman Vestey adjourned to closed session at 7:20 pm. Chairman Vestey reconvened Open Session at 8:28 pm. The Board was in closed session from 7:20 pm to 8:28 pm.

Report Closed Session Action

Chairman Vestey shared that the Board of Directors had hired Dr. Sebastian Cognetta as the CEO/Principal for Allegiance STEAM Academy. ASA will enter into an employment contract beginning July 1, 2018. The details of the contract will be discussed at a later board meeting. Until then, Dr. Cognetta will be working pursuant to a consulting contract approved by the board of directors. Dr. Cognetta addressed the Board and audience, thanking everyone for the opportunity to be the CEO/Principal for Allegiance and is humbled for the opportunity that parents will be entrusting him with their most valuable asset, their children.

D. ADJOURNMENT

Motion (Odo) and Second (Rall), motion carried 5-0 to adjourn the meeting.

Andrew Vestey, Board Chair, adjourned the Regular Meeting of the Board of Directors for January 28, 2018 at 8:32 pm.



Andrew Vestey, Board Chair



Vanessa Okamoto, Board Secretary