



# ALLEGIANCE STEAM ACADEMY SPECIAL MEETING OF THE BOARD OF DIRECTORS

**July 13, 2018  
Minutes**

## **I. Preliminary**

### **A. Call to Order**

*The meeting was called to order by Board Chair at 8:33 am.*

*The Special Meeting of the Board of Directors of Allegiance STEAM Academy was held at 5862 C. Street, Chino, Ca 91710*

### **B. Roll Call**

	<b>Present</b>	<b>Absent</b>
Andrew Vestey, Chairman	X	_____
Vanessa Okamoto, Secretary	X	_____
Melanie Choi, Treasurer	X	_____
Raquel Rall, Member	X	_____
Samantha Odo, Member	X	_____

### **C. Public Comments- Items not on the Agenda**

*There were no public comments for items not on the agenda.*

### **D. Approval of Agenda for the Board Meeting for July 13, 2018.**

*Motion (Odo), second (Choi), motion carried by a vote of 5-0 to approve the Agenda for Special Board Meeting for July 13, 2018.*

## **II. Open Session:**

### **A. COMMUNICATIONS**

#### **1. Comments from Board of Directors**

*There were no comments from the Board of Directors.*

#### **2. CEO's report**

*Dr. Cognetta said that we were approved for the \$250,000 state revolving loan at a great rate which is pretty significant for a start-up school and it's important to note that not everyone who applies gets that loan.*

*Dr. Cognetta also said we are in the first stage of our federal start-up grant.*

*Dr. Cognetta also introduced Meredith King, Director of Business Services, ASA teacher Jenelle Furuto and Steve Diaz from Optima IT.*

### **B. ITEMS SCHEDULED FOR CONSENT:**

#### **1. Minutes for Regular Meeting of the Board of Directors on June 24, 2018**

*Motion (Okamoto), second (Odo), motion carried by a vote of 5-0 to approve the Agenda for Special Board Meeting for July 13, 2018.*

### **C. ITEMS SCHEDULED FOR DISCUSSION/ACTION:**

#### **1. Contract for Services for Duties to Information Technology with Optiva IT**

*Motion (Okamoto), second (Odo), motion carried by a vote of 5-0 to approve the Contract for Services for Duties to Information Technology with Optiva IT.*

#### **2. Contract for Services for Nursing Services**

*Motion (Vestey), second (Odo), motion carried by a vote of 5-0 to approve the Contract for Services for Nursing Services.*

#### **3. Student Conduct Policy**

*Motion (Okamoto), second (Choi), motion carried by a vote of 5-0 to approve the Student Conduct Policy.*

#### **4. Records Retention Policy**

*Motion (Odo), second (Rall), motion carried by a vote of 5-0 to approve the Records Retention Policy.*

**5. Factoring Agreement with Charter Asset Management**

*Motion (Odo), second (Okamoto), motion carried by a vote of 5-0 to approve the Factoring Agreement with Charter Asset Management.*

**6. Application for a Corporate Credit Card**

*Motion (Okamoto), second (Choi), motion carried by a vote of 5-0 to approve the Application for a Corporate Credit Card.*

**D. ADJOURNMENT**

*Motion (Rall), second (Okamoto), motion carried by a vote of 5-0 to approve the Special Meeting of the Board of Directors for July 13, 2018 at 8:56 am.*

  
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Andrew Vestey, Board Chair

  
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Vanessa Okamoto, Board Secretary