

Calliope Academy
Board Meeting
Wednesday, March 4, 2020, 6:30 PM PST
Panera Bread, 300 N. Brand Blvd. Glendale, CA 91203

Minutes

- I. Welcome – Roll Call
 - Voting: Argelis Ortiz, Dale Henry
 - Non Voting: Tanya Chaldaris, Suzy Sargsyan
 - No Quorum - only updates no voting items will be discussed.

- II. Review and Approval of Last Meeting’s Minutes - **No quorum**

- III. Financials
 - a. Balance as of 2020.03.04: \$1,679

- IV. Old Items
 - a. Grant Updates
 - b. Enrollment Plans Update
 - i. ED will submit registration for Apply LA in order to begin enrollment.
 - ii. Enrollment events will begin soon after Apply LA is active. (i.e. Parent Nights)
 - c. Grant applications
 - i. Charter School Growth Fund - Made it to semi-finals!
 - d. Revolving Loan Application
 - i. Submitted by ExEd and its in review
 - e. Donations
 - i. ED needs help connecting with USC for Angel Donors

- V. New Items
 - a. Public Records Act (PRA) Protocol and Policy
 - i. There is a legal timeline when to respond from a PRA request, connect with ED/YM&C for guidance.
 - ii. ED will work on a Policy for appropriate timeline of destruction of records to submit for Board approval.
 - b. Charter School Number and other CDE filings
 - c. Facilities update
 - i. Broker - Meeting with Archdiocese and will write the letter of interest for Divine Saviour (624 Cypress Ave, Los Angeles, CA 90065)
 - ii. Lease agreements
 - iii. Facility needs
 - iv. Rehabbing requirements
 - d. ExED contract
 - e. Operational Items that will need approval in the coming months
 - i. Once the Archdiocese sends contracts then approval/signatures will need to be obtained.
 - f. Formalizing community partnerships with MOUs

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- g. Conflict of Interest forms
 - i. Board members will be required to sign Form 700 due in April.
 - h. Business filings with State
 - i. New Board Members
 - i. Possible Board Members will need to be voted on at the next meeting.
- VI. Miscellaneous
- a. Still searching for Board Meeting location in Cypress Park area.
 - b. Reminder on Board Meeting Dates:
April 1, 2020 | May 6, 2020 | June 3, 2020
- VII. Adjourn