



DCP
DOWNTOWN COLLEGE PREP

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

Board Meeting Minutes

**December 11th, 2019
12:00-2:00PM**

**Sobrato Center for Non Profits
Mountain View Conference Room
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: _____

B. ROLL CALL

	Present	Absent
Ms. Maria Arellano	x	_____
Ms. Mary Curtis	x	_____
Mr. John Koeplin	x	_____
Mr. Don Imwalle	x	_____
Ms. Kathy Yates	x	_____
Ms. Sandra Moll	x	_____
Ms. Lisa Cole	x	_____
Mr. Miguel Salinas	x	_____
Mr. Josue Fuentes	x	_____
Mr. Marc Ketzell	x	_____
Mr. Riaan Du Preez	x	_____
Mrs. Jackie Zeller	x	_____
Mrs. Kathryn Hanson	x	_____

II. COMMUNICATIONS

A. Oral Communications

- i. Executive Director Report
- ii. Board President Report
- iii. Staff Committee Reports

III. CONSENT AGENDA ITEMS

- i. November 20th, 2019 Board Meeting Minutes
 - *Kathryn Hanson motions to approve*
 - *Miguel Salinas seconds the motion*
 - *Board unanimously approves the motion*

It is recommended that the Board approve
 Consent Agenda Item

Motion: _____ Action: _____
 Second: _____ Vote: _____

IV. ITEMS SCHEDULED FOR INFORMATION

i. BUSINESS

- i. Enrollment
- ii. Fundraising
- iii. Strategic Plan/Key Results
- iv. Legislative
- v. Strategic Plan Staff Committees

ii. INSTRUCTION AND CURRICULUM

- i. 2020-2023 LCAP Plan Introduction
 - 1. Overview of the Plan Creation timeline and required actions for approval
 - 2. [Quick review of the site annual reviews](#)

- iii. **PERSONNEL**
 - i. No items at this time

- iv. **PUPIL SERVICES/STUDENT AFFAIRS**
 - i. No items at this time

V. ITEMS SCHEDULED FOR ACTION

- a. **BUSINESS**
 - i. Review and Approve the 2018-2019 Annual Financial Audit Report
 - *Marc Ketzel motions to approve*
 - *Kathryn Hanson seconds the motion*
 - *Board unanimously approves the motion*
- 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. No items at this time

- 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: _____