



Five Keys Schools and Programs
Education, Employment, Family, Recovery, and Community

Board of Directors Meeting Minutes

Thursday, June 27, 2019 – 4:30 PM

This meeting was held at 120 14th Street, San Francisco, CA

- Board Members**
- Delia Ginorio
 - Freya Horne
 - Suzy Loftus
 - Sunny Schwartz
 - Tijanna Eaton
 - Vicki Hennessy

- Staff Members**
- Steve Good

1. Call to Order & Roll Call	Time																																			
The meeting was called to order by board chair Delia Ginorio.	4:33PM																																			
a. Roll Call / Attendance																																				
<table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr style="background-color: #cccccc;"> <th style="width: 30%;">Member</th> <th style="width: 15%;">Present</th> <th style="width: 15%;">Absent</th> </tr> </thead> <tbody> <tr><td>Delia Ginorio</td><td align="center">✓</td><td></td></tr> <tr><td>Freya Horne</td><td align="center">✓</td><td></td></tr> <tr><td>Sunny Schwartz</td><td align="center">✓**</td><td></td></tr> <tr><td>Suzy Loftus</td><td align="center">✓*</td><td></td></tr> <tr><td>Tijanna Eaton</td><td align="center">✓</td><td></td></tr> <tr><td>Vicki Hennessy</td><td></td><td align="center">✓</td></tr> </tbody> </table> <p>*arrived at 4:48PM **present via teleconference Also in attendance: Steve Good (staff) and Trevor Skelton (EdTec)</p>		Member	Present	Absent	Delia Ginorio	✓		Freya Horne	✓		Sunny Schwartz	✓**		Suzy Loftus	✓*		Tijanna Eaton	✓		Vicki Hennessy		✓														
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b. Approval of Agenda:																																				
<p>Motion: Sunny Schwartz Second: Delia Ginorio Vote: 4-0</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #cccccc;"> <th style="width: 20%;">Member</th> <th style="width: 10%;">Yay</th> <th style="width: 10%;">Nay</th> <th style="width: 10%;">Abstain</th> <th style="width: 10%;">Absent</th> </tr> </thead> <tbody> <tr><td>Delia Ginorio</td><td align="center">✓</td><td></td><td></td><td></td></tr> <tr><td>Freya Horne</td><td align="center">✓</td><td></td><td></td><td></td></tr> <tr><td>Sunny Schwartz</td><td align="center">✓</td><td></td><td></td><td></td></tr> <tr><td>Suzy Loftus</td><td></td><td></td><td></td><td align="center">✓</td></tr> <tr><td>Tijanna Eaton</td><td align="center">✓</td><td></td><td></td><td></td></tr> <tr><td>Vicki Hennessy</td><td></td><td></td><td></td><td align="center">✓</td></tr> </tbody> </table>		Member	Yay	Nay	Abstain	Absent	Delia Ginorio	✓				Freya Horne	✓				Sunny Schwartz	✓				Suzy Loftus				✓	Tijanna Eaton	✓				Vicki Hennessy				✓
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c. Consent Calendar:																																				
<ul style="list-style-type: none"> i. Minutes: April 29, 2019 ii. Check Registers: April, May 2019 iii. Credit Card Registers: April, May 2019 <p>Motion: Sunny Schwartz Second: Freya Horne Vote: 4-0</p>																																				

Member	Yay	Nay	Abstain	Absent
Delia Ginorio	✓			
Freya Horne	✓			
Sunny Schwartz	✓			
Suzy Loftus				✓
Tijanna Eaton	✓			
Vicki Hennessy				✓

2. Public Comment

No members of the public were present who wished to address the Board.

3. Director's Report

Steve Good, executive director, presented the Director's Report, which included updates on the following:

- Milestones SFSD
- Workers Compensation
- LCAP
- Comprehensive Support and Improvement Plan
- Academic Planning 2019-20
- Grant Rubric
- US Dept of Education
- Charter Renewal and Expansion to Marin / Sonoma County Jails
- Guardians of the Bay
- LA Contracts and Grants

Please refer to the full Director's Report for additional details.

4. Action Items

a. Approval of Workers Compensation Policy

A motion was made to approve the FY2019-20 Workers Comp policy selected by school leadership.

Motion: Freya Horne

Second: Delia Ginorio

Vote: 4-0

Member	Yay	Nay	Abstain	Absent
Delia Ginorio	✓			
Freya Horne	✓			
Sunny Schwartz	✓			
Suzy Loftus				✓
Tijanna Eaton	✓			
Vicki Hennessy				✓

b. Approval of 2019-20 Local Control Accountability Plan (LCAP)

Board members reviewed and voted to approve the 2019-20 LCAP.

Motion: Tijanna Eaton
 Second: Freya Horne
 Vote: 4-0

Member	Yay	Nay	Abstain	Absent
Delia Ginorio	✓			
Freya Horne	✓			
Sunny Schwartz	✓			
Suzy Loftus				✓
Tijanna Eaton	✓			
Vicki Hennessy				✓

- c. Approval of the Comprehensive Support and Improvement Plan
 The Board reviewed and voted to approve the CSI Plan.

Motion: Freya Horne
 Second: Delia Ginorio
 Vote: 4-0

Member	Yay	Nay	Abstain	Absent
Delia Ginorio	✓			
Freya Horne	✓			
Sunny Schwartz	✓			
Suzy Loftus				✓
Tijanna Eaton	✓			
Vicki Hennessy				✓

- d. Approval of the MOU with Sonoma County
 The Board voted to approve the MOU to operate in Sonoma County starting in 2019-20.

Motion: Sunny Schwartz
 Second: Freya Horne
 Vote: 4-0

Member	Yay	Nay	Abstain	Absent
Delia Ginorio	✓			
Freya Horne	✓			
Sunny Schwartz	✓			
Suzy Loftus				✓
Tijanna Eaton	✓			
Vicki Hennessy				✓

- e. Approval of the MOU with Marin County
 The Board voted to approve the MOU to operate in Marin County starting in 2019-20.

Motion: Sunny Schwartz
 Second: Freya Horne
 Vote: 4-0

Member	Yay	Nay	Abstain	Absent
Delia Ginorio	✓			
Freya Horne	✓			
Sunny Schwartz	✓			
Suzy Loftus				✓
Tijanna Eaton	✓			
Vicki Hennessy				✓

f. Approval of FY2019-20 Pit Contracts Contract with LA County

The Board reviewed the revisions to the Pit Stops and Showers Stops programs and voted to approve the new contract.

Motion: Tijanna Eaton
 Second: Freya Horne
 Vote: 5-0

Member	Yay	Nay	Abstain	Absent
Delia Ginorio	✓			
Freya Horne	✓			
Sunny Schwartz	✓			
Suzy Loftus	✓			
Tijanna Eaton	✓			
Vicki Hennessy				✓

g. Approval of Whoolsey Fire Contract

The Board reviewed the Whoolsey Fire contract to manage staff responsible for fire cleanup and rehabilitation.

Motion: Tijanna Eaton
 Second: Delia Ginorio
 Vote: 5-0

Member	Yay	Nay	Abstain	Absent
Delia Ginorio	✓			
Freya Horne	✓			
Sunny Schwartz	✓			
Suzy Loftus	✓			
Tijanna Eaton	✓			
Vicki Hennessy				✓

h. Approval of CalTrans Contract with Butte County

Following presentation from Steve Good, the board voted to approve the CalTrans contract with Butte County.

Motion: Freya Horne
 Second: Delia Ginorio
 Vote: 5-0

Member	Yay	Nay	Abstain	Absent
Delia Ginorio	✓			
Freya Horne	✓			
Sunny Schwartz	✓			
Suzy Loftus	✓			
Tijanna Eaton	✓			
Vicki Hennessy				✓

i. Approval of FY2019-20 Five Keys Budget

Following presentation from Trevor Skelton (EdTec), board members reviewed the proposed budget, asked questions, and voted to approve the FY20 Budget.

Motion: Freya Horne
 Second: Delia Ginorio
 Vote: 5-0

Member	Yay	Nay	Abstain	Absent
Delia Ginorio	✓			
Freya Horne	✓			
Sunny Schwartz	✓			
Suzy Loftus	✓			
Tijanna Eaton	✓			
Vicki Hennessy				✓

5. Discussion Items

- Trevor Skelton, EdTec, presented updated financials for the 2018-19 Fiscal Year, including updated forecast and cash flows.

6. Closed Session – Section 54956.9: Conference with Legal Counsel – Anticipated Litigation (5:09 PM)

7. Report back from Closed Session (5:24 PM)

- No action was taken by the Board during Closed Session.

8. Adjournment

Meeting adjourned by Delia Ginorio, Board Chair, at 5:27 PM.