



Five Keys Charter Schools
Education, Employment, Family, Recovery, and Community
Board of Directors Meeting Minutes

Thursday December 12, 2023 at 3:00pm

Hybrid meeting held in person at 120 14th Street, SF, CA 94103
 and via teleconference

- | |
|---|
| Board Members
- Tijanna O. Eaton
- Freya Horne
- Sunny Schwartz
- Delia Ginorio
- Paul Miyamoto

Staff Members
- Steve Good |
|---|

1. Call Charter School Meeting to Order & Roll Call	Time																														
The meeting was called to order by Delia Ginorio, Board Treasurer.	3:07 pm																														
1a. Roll Call / Attendance & Establishment of Quorum																															
<table border="1"> <thead> <tr> <th>Member</th> <th>Present</th> <th>Absent</th> </tr> </thead> <tbody> <tr> <td>Tijanna O. Eaton</td> <td align="center">✓*</td> <td></td> </tr> <tr> <td>Delia Ginorio</td> <td align="center">✓</td> <td></td> </tr> <tr> <td>Sunny Schwartz</td> <td align="center">✓</td> <td></td> </tr> <tr> <td>Freya Horne</td> <td align="center">✓</td> <td></td> </tr> <tr> <td>Paul Miyamoto</td> <td></td> <td align="center">✓</td> </tr> </tbody> </table> <p>Quorum established 3:07pm. Tijanna O. Eaton joined the meeting at 3:16pm.</p> <p>Additional Attendees addressing the board: Steve Good (staff), Amy Cullen (staff), Brian Holmes (EdTec) and Peter Laub (EdTec)</p>	Member	Present	Absent	Tijanna O. Eaton	✓*		Delia Ginorio	✓		Sunny Schwartz	✓		Freya Horne	✓		Paul Miyamoto		✓	3:07 pm												
Member	Present	Absent																													
Tijanna O. Eaton	✓*																														
Delia Ginorio	✓																														
Sunny Schwartz	✓																														
Freya Horne	✓																														
Paul Miyamoto		✓																													
2. Closed Session:																															
<ul style="list-style-type: none"> a. Section 54957.6: Conference with Labor Negotiators b. Section 54956.9 Conference with Legal Counsel Regarding existing or anticipated litigation 																															
3. Tijanna Eaton reported there was no action taken during closed session.	3:21pm																														
4. Consent Calendar																															
<ul style="list-style-type: none"> a. Approval of Consent Calendar <ul style="list-style-type: none"> i. Approve Agenda ii. Approval of Minutes from Public Board Meeting: November 16, 2023 iii. Approve Credit Card Registers - October 2023 iv. Approve Certificated ADDPN - November 2023 																															
<p><u>Approval of Consent Calendar</u> Motion: Freya Horne Second: Sunny Schwartz</p> <p>Request for Public Comment: none</p> <p>Vote: 4-0-0-1</p> <table border="1"> <thead> <tr> <th>Member</th> <th>Yay</th> <th>Nay</th> <th>Abstain</th> <th>Absent</th> </tr> </thead> <tbody> <tr> <td>Tijanna O. Eaton</td> <td align="center">✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Delia Ginorio</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>Freya Horne</td> <td align="center">✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Paul Miyamoto</td> <td></td> <td></td> <td></td> <td align="center">✓</td> </tr> </tbody> </table> <p>Consent calendar approved at 3:23pm.</p>	Member	Yay	Nay	Abstain	Absent	Tijanna O. Eaton	✓				Delia Ginorio	✓				Sunny Schwartz	✓				Freya Horne	✓				Paul Miyamoto				✓	3:23pm
Member	Yay	Nay	Abstain	Absent																											
Tijanna O. Eaton	✓																														
Delia Ginorio	✓																														
Sunny Schwartz	✓																														
Freya Horne	✓																														
Paul Miyamoto				✓																											

5. Approval of Check Register: August, September + October 2023

Approval of Check Register

Motion: Delia Ginorio

Second: Freya Horne

Request for Public Comment: none

Vote: 3-0-1-1

Member	Yay	Nay	Abstain	Absent
Tijanna O. Eaton	✓			
Delia Ginorio	✓			
Sunny Schwartz			✓	
Freya Horne	✓			
Paul Miyamoto				✓

Check registers approved 3:24pm.

3:24pm

6. UESF Updates to the Five Keys Board of Directors

- Union Chair Tierra Allen reported UESF has no updates for the board this month.

3:25pm

7. Public Comment

• there was no request for General Public Comment

n/a

8. Director's Report

Steve Good, President & CEO presented a draft of a policy for the board's consideration to standardize protocol for delivering agenda items at future board meetings. This will be agenda item for a vote at the next board meeting.

• Note: Proposed policy would exclude the Public Comment portion of the board meeting, as that portion of the meeting is protected under Free Speech protocols

3:26-3:30pm

9. Discussion/Informational Items

EdTec presented financials including:

- Unaudited Fiscal Projection for remainder of 23-24, overall deficit due to lowering LCFF projection
- First Interim Financial Report
- Potential CA Budget Deficit impact on School Funding

3:30-3:42pm

10. Action Items

a. Approve 22-23 Audit Extension

Motion: Freya Horne

Second: Delia Ginorio

-Steve Good summarized the rationale for the audit extension and showed a letter drafted by BakerTilly to be submitted to our SFUSD Charter Authorizer explaining the need for audit extension is at no fault of Five Keys.

Request for Public Comment:

• there is no request for public comment

Vote: 4-0-0-1

Member	Yay	Nay	Abstain	Absent
Tijanna O. Eaton	✓			

3:47pm

Delia Ginorio	✓			
Sunny Schwartz	✓			
Freya Horne	✓			
Paul Miyamoto				✓

Motion passed at 3:47pm.

- b. Approve 1st Interim Financial Report for both Five Keys Independence High School and Five Keys Charter School.

Motion: Sunny Schwartz

Second: Freya Horne

Request for Public Comment:

- Tierra Allen commented in terms of LCFF funding being down, staff would like to see teacher numbers increased in custody so as to serve existing wait lists that could result in student engagement.

Vote: 4-0-0-1

Member	Yay	Nay	Abstain	Absent
Tijanna O. Eaton	✓			
Delia Ginorio	✓			
Sunny Schwartz	✓			
Freya Horne	✓			
Paul Miyamoto				✓

3:49pm

Interim Financial Reports for both FKIH and FKCS passed at 3:49.

- c. Approve 2024 benefits package election.

Motion: Delia Ginorio

Second: Freya Horne

Request for Public Comment:

- there is no request for public comment

Vote: 4-0-0-1

Member	Yay	Nay	Abstain	Absent
Tijanna O. Eaton	✓			
Delia Ginorio	✓			
Sunny Schwartz	✓			
Freya Horne	✓			
Paul Miyamoto				✓

3:57pm

Motion passed at 3:57pm..

- d. Approve three outdoor equity grant program funding resolutions.

Motion: Delia Ginorio

Second: Freya Horne

Request for Public Comment:

- there is no request for public comment

Vote: 4-0-0-1

Member	Yay	Nay	Abstain	Absent
Tijanna O. Eaton	✓			
Delia Ginorio	✓			
Sunny Schwartz	✓			
Freya Horne	✓			
Paul Miyamoto				✓

Motion passed at 4:01.

4:01pm

11. Adjournment of Charter School Meeting

Motion: Freya Horne

Second: Delia Ginorio

Request for Public Comment: none

Vote: 4-0-0-1

Member	Yay	Nay	Abstain	Absent
Tijanna O. Eaton	✓			
Delia Ginorio	✓			
Sunny Schwartz	✓			
Freya Horne	✓			
Paul Miyamoto				✓

Meeting adjourned at 4:06pm.

4:06pm