



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

**Public Charter Board of Directors Meeting Minutes**

**March 30, 2021 - 4:30pm**

Meeting held via teleconference

<b>Board Members</b>
- Tijanna Eaton
- Delia Giorno
- Sunny Schwartz
- Freya Horne
- Vicky Hennessy
- Paul Miyamoto
<b>Staff Members</b>
- Steve Good

1. Call Home Office/Non-Profit Meeting to Order & Roll Call	Time																																			
The meeting was called to order by board president Tijanna Eaton	4:30 PM																																			
<b>a. Roll Call / Attendance / Establishment of Quorum</b>																																				
<table border="1"> <thead> <tr> <th>Member</th> <th>Present</th> <th>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>Tijanna Eaton</td> <td align="center">✓</td> <td></td> </tr> <tr> <td>Vicki Hennessy</td> <td align="center">✓</td> <td></td> </tr> <tr> <td>Paul Miyamoto</td> <td></td> <td align="center">✓</td> </tr> </tbody> </table> <p>Also in attendance: Steve Good (staff), Amy Roth (staff), Lisa Haynes (staff), Clarece Weinraub (staff), Ashley Koch (staff), <i>EdTec Employees Jeff Thompson and Kelly Ellis joined at 5:06pm</i></p> <p>Additional Staff Attendees: Ashlen Fierros, Jamie Otteson, Julian Quinonez, Eileen Faye, Matthew Milton, Tanisha Trapp, Tierra Allen</p> <p>All attendees present via teleconference</p>	Member	Present	Absent	Delia Ginorio	✓		Freya Horne	✓		Sunny Schwartz	✓		Tijanna Eaton	✓		Vicki Hennessy	✓		Paul Miyamoto		✓															
Member	Present	Absent																																		
Delia Ginorio	✓																																			
Freya Horne	✓																																			
Sunny Schwartz	✓																																			
Tijanna Eaton	✓																																			
Vicki Hennessy	✓																																			
Paul Miyamoto		✓																																		
<b>2. Closed Session</b>	<b>4:32pm</b>																																			
Legal Updates																																				
<b>3. Back from Closed Session</b>	<b>4:50pm</b>																																			
<p>Report out: Approval of non-public school placement for T.G.</p> <p>Motion: Delia Ginorio            Second: Freya Horne            Vote: 5-0</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>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>Tijanna Eaton</td> <td align="center">✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Vicki Hennessy</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>No additional action taken on anticipated litigation.            No additional action taken on labor negotiations.</p>	Member	Yay	Nay	Abstain	Absent	Delia Ginorio	✓				Freya Horne	✓				Sunny Schwartz	✓				Tijanna Eaton	✓				Vicki Hennessy	✓				Paul Miyamoto				✓	
Member	Yay	Nay	Abstain	Absent																																
Delia Ginorio	✓																																			
Freya Horne	✓																																			
Sunny Schwartz	✓																																			
Tijanna Eaton	✓																																			
Vicki Hennessy	✓																																			
Paul Miyamoto				✓																																

<b>4. Consent Calendar:</b> <b>a. Approval of Agenda</b>	<b>4:51pm</b>																																			
<p><u>Approval of Agenda</u></p> <p>Motion: Sunny Schwartz  Second: Freya Horne</p> <p>No public comment requested on this action item.</p> <p>Vote: 5-0</p> <table border="1" data-bbox="126 443 792 709"> <thead> <tr> <th>Member</th> <th>Yay</th> <th>Nay</th> <th>Abstain</th> <th>Absent</th> </tr> </thead> <tbody> <tr> <td>Delia Ginorio</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Freya Horne</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Sunny Schwartz</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Tijanna Eaton</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Vicki Hennessy</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Paul Miyamoto</td> <td></td> <td></td> <td></td> <td>✓</td> </tr> </tbody> </table>	Member	Yay	Nay	Abstain	Absent	Delia Ginorio	✓				Freya Horne	✓				Sunny Schwartz	✓				Tijanna Eaton	✓				Vicki Hennessy	✓				Paul Miyamoto				✓	
Member	Yay	Nay	Abstain	Absent																																
Delia Ginorio	✓																																			
Freya Horne	✓																																			
Sunny Schwartz	✓																																			
Tijanna Eaton	✓																																			
Vicki Hennessy	✓																																			
Paul Miyamoto				✓																																
<b>b. Consent Calendar</b> <b>i. Approval of Minutes from January 28 ,2021 Public Charter Board Meeting</b> <b>ii. Approval of Check Register(s) - January 2021 &amp; February 2021</b> <b>iii. Approval of Credit Card Register(s) - January 2021 &amp; February 2021</b>	<b>4:52pm</b>																																			
<p><u>Approval of Consent Agenda</u></p> <p>Motion: Sunny Schwartz  Second: Freya Horne</p> <p>No public comment requested on this action item.</p> <p>Vote: 5-0-0</p> <table border="1" data-bbox="126 1203 792 1470"> <thead> <tr> <th>Member</th> <th>Yay</th> <th>Nay</th> <th>Abstain</th> <th>Absent</th> </tr> </thead> <tbody> <tr> <td>Delia Ginorio</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Freya Horne</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Sunny Schwartz</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Tijanna Eaton</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Vicki Hennessy</td> <td>✓</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Paul Miyamoto</td> <td></td> <td></td> <td></td> <td>✓</td> </tr> </tbody> </table>	Member	Yay	Nay	Abstain	Absent	Delia Ginorio	✓				Freya Horne	✓				Sunny Schwartz	✓				Tijanna Eaton	✓				Vicki Hennessy	✓				Paul Miyamoto				✓	
Member	Yay	Nay	Abstain	Absent																																
Delia Ginorio	✓																																			
Freya Horne	✓																																			
Sunny Schwartz	✓																																			
Tijanna Eaton	✓																																			
Vicki Hennessy	✓																																			
Paul Miyamoto				✓																																
<b>5. Public Comment (limited to 1 min per person on non-agendized items)</b>	<b>4:55pm</b>																																			
<p>Public Comment:</p> <ul style="list-style-type: none"> <li>• <u>Matt Milton</u> - Union NorCal Chair; concern about safety manual not being followed; concern about legal counsel representing Five Keys has allowed the school to hire 27 Adult Ed credential holders who are no longer being allowed to do the job for which they were hired</li> <li>• <u>Tierra Allen</u> - Union SoCal Chair; Concern about bad faith bargaining; adding/changing dates or not upholding language of MOU; concern about the interactive process and HR in general</li> </ul>																																				
<b>6. Director's Report</b>	<b>5:02pm</b>																																			
<p>Steve Good, executive director, presented the Director's Report, which included the following:</p> <ul style="list-style-type: none"> <li>- Director of Equity and Inclusion</li> <li>- Charter Renewal / SFUSD Staff Recommendation</li> </ul>																																				

- MOUs with United Educators of San Francisco (Reopening, Tuition Reimbursement, Early Retirement & Resignation Incentive Program)
- Notice of Potential Layoffs due to COVID-19 decline in enrollment
- WASC Updates
- Age Cap and ERAF

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

**7. Action Items**

**5:31pm**

Approval of 2nd Interim Financial Report

Motion: Freya Horne

Second: Sunny Schwartz

No public comment requested on this action item.

Vote: 5-0-0

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

Approval of MOUs with Union Regarding Reopening, Tuition Reimbursement, Early Retirement Resignation Incentive Program

Motion: Freya Horne

Second: Sunny Schwartz

Public Comment:

- Tierra Allen - The union believes that Five Keys has been bargaining not in good faith and will be filing two grievances.

Vote: 5-0

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

Notice of Potential Layoffs due to COVID-19 / Declining Enrollment in Jails

Motion: Freya Horne

Second: Delia Ginorino

Public Comment:

- Julian Quinonez-- UESF Union Employee: Hopes that Five Keys continues bargaining according to the Collective Bargaining Agreement

Vote: 5-0

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

**8. Discussion Items**

5:40pm

Financial Update (EdTec)  
Conflict of Interest Form (Form 700)

**Adjournment**

5:43 pm

Motion to adjourn

Motion: Freya Horne

Second: Delia Ginorino

No public comment requested on this motion.

Vote: 5-0

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