



**Richmond College Prep Schools**

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**Board Meeting Minutes  
 Wednesday October 19, 2016  
 5:00pm Maritime Library  
 1014 Florida Avenue, Richmond**

**Present:** David Rosenthal, Patricia Scott, Neville Richardson, Tom Meyer, Sylvia Keita  
**Staff:** Peppina Liano-CEO, Kenya Williams–Office Manager  
**John Westerlund – Edtec**

1.0	<b>Call to Order</b> Meeting was called to order at 5:00 PM– David Rosenthal	5:00 PM
2.0	<b>Roll Call/Attendance</b>	5:02 PM
3.0	<b>Public Members Who Wish to Address the Board of Directors</b> There were no members present who wished to address the Board.	
4.0	<b>Approve Minutes for August 2016</b> <b>Motion:</b> Patricia Scott <b>Second:</b> Sylvia Keita	
5.0	<b>Discussion Items</b>  <b>5.1 Chris Ing – Prop 39 E</b>  Introduction of Chris Ing. After consultation with Ms Liano and Edtec, RCP may be eligible for Prop 39 E funds. RCP will be advised to make energy efficient changes such as solar panels, energy efficient light bulbs and an analysis of computer and energy usage. Board and staff would like more information on Maritime building rules and current PG&E costs.  <b>5.2 Nelson De Basa – Insurance Renewal</b>  Mr. Basa was unable to attend the Board Meeting.  Ms Liano and staff will be meeting with insurance broker to review a possible renewal. Neville made additional suggestions if broker is unable to provide new insurance.  <b>5.3 Financial Presentation</b>  John Westerlund – Edtec	5:10 PM

	<p>Introduction of Kelly Ellis. John will be leaving Edtec and introduced the Board of Directors to the new Financial Coordinator for RCP. Kelly will be transitioning into the new position over the next couple of months</p> <p>Financial Presentation – review</p>	
<b>6.0</b>	<p><b>Action Items</b></p> <p>Approval of the 15/16 Unaudited Actuals  Motion: Pat Scott  Second: Neville Richardson</p>	6:00 PM
<b>7.0</b>	<p><b>Directors Report</b></p> <p>Peppina Liano reported on the events of Preschool and Charter School</p> <p>Teachers in grades 2-6 are planning and attending field trips to Chabot Space Center, Oakland Museum, and the Berkeley theatre.  Gardening teacher Ms. Zia is in communication with the Trachtenberg family, and has brought in several volunteers for the garden. Students are growing and harvesting.  We hired a group of engineers from Breaking the Code to teach coding and computer science to students in 3-6<sup>th</sup> grade in the after school program.  We have purchased Chromebooks for all classes, and now have 1:1 computers  RCP currently has 6 parents working as IA's and will be supporting 6 employees completing college degrees to be teachers  RCP has submitted a Materials Revision to the District to add 7<sup>th</sup> and 8<sup>th</sup> grade  New Board member discussion – the board is actively seeking new members and will be meeting with Maria Rosa a bay area educator on 11/20.</p>	6:15 PM
<b>8.0</b>	<p>Board Adjournment</p> <p>Motion: David Rosenthal  Second: Neville Richardson</p>	6:45 PM