

New Academy Charter School

Minutes

Board Meeting

Date and Time

Wednesday November 20, 2019 at 5:00 PM

Location

303 S. LOMA DR., LOS ANGELES, CA 90017

Public Comment Notice:

Individuals and representatives of organizations are invited to address the Board on any subject that falls within the Board's purview. If the item will be acted on at the Board Meeting, speakers are called on to speak prior to Board action on the item and in the first section of the public comment period. If the speaker's topic will not be voted on at the Board Meeting, their presentation is also made during the Comment portion of the meeting, but after comment on actionable items. Each speaker is limited to a three-minute presentation.

Directors Present

B. Bradley, G. Simpson, M. Arias, P. Didonato, V. Gil

Directors Absent

B. Stotzer

Guests Present

C. Guerrero, Cindy Frantz, D. Martinez, E. Castro, E. Todd, Jazmine Estrada, M. Sanchez, Nelsy Jackson

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

V. Gil called a meeting of the board of directors of New Academy Charter School to order on Wednesday Nov 20, 2019 @ 5:01 PM at 303 S. LOMA DR., LOS ANGELES, CA 90017.

C. Approval of the Minutes-October 23, 2019-Action Item

B. Bradley made a motion to approve the minutes from October 23, 2019.

G. Simpson seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

B. Stotzer Absent

V. Gil Aye

B. Bradley Aye

M. Arias Aye

P. Didonato Aye
G. Simpson Aye

II. Finance

A. Edtec Finance Presentation

Presentation was given about finances and financials for October and included "B" below

B. October Financials-Action Item

Cindy Frantz from Edtec:

NASA:

- made a report Had a series of productive meetings with both schools in order to update the finances.
- NASA: trending higher than the previous forecast. Now NASA is in line with the forecast and includes the staffing
- Indicated that the budget for NASA – improved greatly from a revised September 2019 forecasted loss of (\$65K) to a net income of \$98K.
- Large negative variance- staff not included The teachers included in the original budget did not include all teachers. This is for the month of September 2019.
- The change in the Oct 2019 numbers was a result of change to compensation and benefits. We are not hiring an IA and not hiring an RSP teacher so cost is shifted to the cost of a consultant not staff
- Materials and supplies and vendors: were scrutinized and identified some areas of savings.
- NASA will have two TK students turning 5 in Dec. 2019, and one in Jan. 2020, and can be counted towards the ADA.

NACP:

- we made an adjustment to 456 which had and impact on the
- Have not changed the school business manager
- NACP forecast: went from a forecast of annual positive \$26K net income as of September 2019 to a negative \$30K loss forecast as of October 2019.
- Biggest changes: Compensation and benefits showed duplicate teachers – removed this and resulted in a \$115K savings.
- Not hiring an IT Aide position – will hire a consultant so will not change expenses much. Will continue to look for a permanent employee.
- School business manager resigned but will not make an adjustment since will be replacing this position. Dr. Clara – has 6 applicants for this position. She wants to make sure that the person is fully qualified. She used an HR company to do the HR piece. The former business manager (Christina Mayer) will remain as an hourly employee and handle the school's payroll. She will work a maximum of 12 hours per week. She is working remotely, and this arrangement is working well.
- Reduction of LCFF of \$129K: due to loss of 14-15- students that left the school due to different reasons, mainly moving away from the school area.
- NACP had the lowest enrollment in TK and are advertising to get more students. Last year NACP had the same issues. At coffee at the principal it is mentioned that they have spots available for TK and the parents help spread the word on this availability.

B. Bradley made a motion to approve the financials.

G. Simpson seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

B. Stotzer Absent

G. Simpson Aye
M. Arias Aye
P. Didonato Aye
B. Bradley Aye
V. Gil Aye

C. Approve Check & CC registers October-Action Item

- Member Bradley went through the check register and there were many late fees. He urges the school to pay close attention on when the fees are paid.
- A late substantial late fee is due to TIAF – this is for the 4-5 copiers, one at each NASA site.
- Dr. Todd will look into this.

B. Bradley made a motion to approve the check and CC registers for October.

P. Didonato seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

G. Simpson Aye
B. Stotzer Absent
B. Bradley Aye
R. Solorzano Absent
M. Arias Aye
P. Didonato Aye
V. Gil Aye

D. Investment Account Changes-Action Item

- Both schools have over one million dollars in cash, so it is a very good position for both schools:
- Of the total investment held by NACP, \$3.65M, \$500k will be transferred from the checking account to the investment fund to earn more income. This transfer has not occurred.
- Dr. Guerrero and Member Gil are on the Chase Checking Account and are able to make the transfer.
- They can send a check via FedEx or send a wire, which is preferred by EdTEc, as long as you follow the protocol.

E. CGM Medical Reimbursement Company Update

- NASA – only has about 6-7 student who receive medical coverage. Thus, per Katherine it is not worthwhile to go through the reimbursement process.
- NACP only a handful of students who qualify and receive medical coverage. Will seek out services like therapists going to their homes

Member Didonato will follow up with Katherine to contact NACP to see if it is worthwhile to pursue.

F. Independent Audit 2018 Approval

Audit was sent out to the board for their review

- Member Bradley proposed that the board authorize the audit committee to approve the final audit of the financial statements.

- No issues or findings were seen on the audit draft, appears to be clean, this is the 3rd year in a row that we have a clean audit.

Review of the Audit:

- The numbers come from the back office (ExEd) provided and the auditors tested these.
- In the independent audit they will look at all of the federal programs, that is why there are two letters from the auditors in the package.
- This audit work was done as quickly as the auditors could glean with the transition between ExEd to EdTec.
- The draft was also sent to the finance committee to be shared with the audit committee (Brent Bradley, Martha Arias and Pat DiDonato).
- We have a new lead auditor taking care of this audit. The firm worked very diligently to get it done on time. The audit is due on 12/15/19.
- The board is taking a vote to authorize the audit committee to approve the final document in case something comes up.
- Member Didonato clarified that the full board will review the final audit and approved it. The board authorized the audit committee to give its final approval.

B. Bradley made a motion to to authorize the audit committee to approve the final draft audit after the entire board has reviewed it.

G. Simpson seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

M. Arias Aye
R. Solorzano Absent
B. Stotzer Absent
B. Bradley Aye
P. Didonato Aye
G. Simpson Aye
V. Gil Aye

III. Education Committe/Academic Excellence-Information Only

A. School Administrator Reports

School site administrator reports were passed out as information only

NASA

- Test data: Nelsy Jackson went over the ELPAC (*English Language Proficiency Assessments for California* program).
- The kids stay in the class and cover the ELPAC curriculum. They can divide into their specific level. Instruction is daily and is integrated through the content area. The 2012 ELD standards are used. Students can access content.
- Comparable schools to NASA are Union Elementary and Esperanza Elementary – 2018-2019 School data. NASA scored higher.
- Comparison – between NASA and LAUSD and Calif State. NASA 22, LAUSD 17 and State is 16.66 in English proficiencies.
- Due to Ms. Jackson's coaching in the classroom the students have improved. They are not using CEEL but giving teachers the support in their class.
- Summative ELPAC Growth – how many EL's moved at least one level? Out of 317 EL's 167 students moved up at least one level – 53%. This year we are moving every EL by at least one level.
- Reclassified students 2018-2019 68 out of 317 students or 21.45%.
- Most all of the 5th grades were reclassified and celebrated at commencement and receive a medal and a party to celebrate this achievement. This is 22 students out of 29 students.

- Member Simpson pointed out that when a student is reclassified they go to regular learning, but still get support for the next 4 years. If they continue to get support the middle school and high school will continue to get support and money.
- Last week teachers and staff attended an ELPAC training to learn strategies to master the tasks and make part of the regular lesson plans.

NACP – Dr. Clara reported:

Student enrollment is at 456.

They will have a few kids who will turn 5 soon.

They have had several events and celebrations{

- Fall festival on 10/30/19
- Characters on parade – favorite character from a book – dress up.
- Author Kevin Henki – author for Lilly’s purple plastic purse.
- Basketball game with LAPD – an officer who visits the school several time. He plays basketball with kids and brings other officers. Idea is to do community outreach
- Teachers also played in the basketball.
- Dr. Sanchez was there and saw that many teachers participated. It was a lot of fun, the kids really enjoyed it. Not all grade levels participated but will have them all participate next time.
- ELPAC Report was given by Ms. Molina and will present on ELPAC scores at another meeting
- Passed out colored copy handout of NACP summative ELPAC Report 2018-2019
- Shows the % of each level.
- Reclassified 56 students
- The colored graphs – shows the trend in the proficiency levels by grade. Bottom graphs – compare to Canoga Elementary – nearby public school and the Multicultural Learning Center Charter School
- Picture handouts to show all of the activities were distributed (Twin day, Disney day, Author day, Pajama day, Pledge to be kind day
- Project 2 inspire – parent, staff and administrators participated as a part of The Parent Center, Involves student advocacy and helps parents help their children.
- Dual Language Presentations – in Spanish done by the students – oral presentations in their grades.
- Taxco Art Exchange – thanks to Cameron Gil, Victor’s son. He reached out to the students and had students paint some art for the Taxco Guerrero art program. We went out and purchased canvases and paid and set out two dates for students to paint something based on LA and Canoga Park and they made it their own. Dr. Clara shared some of the beautiful art that was completed in this event.

Grants changes to LA’s Best – it is a change in management from YPI to LA’s Best. YPI is the afterschool and before school programs, there was mismanagement of funds by YPI. The Calif dept of Education pulled their funds. NACP had to secure the program without any major glitches or any down time and provide similar programs and activities. NACP changed to LA’s Best.

New Economics is the sponsor for NASA and LA’s Best is now being used by NACP . The change was seamless.

The YPI change happened overnight.

In this process NACP was trying to use both LA’ s Best since NEW Economics are using the ACES and would not change.

Think Together is comprised of the staff that came from the YPI.

NACP selected LA’s Best since already providing services through ACES.

NACP students and the changes made started on 1

B. Test Data Report

See previous item on ELPAC data

IV. Governance and Strategic Planning

A. Fiscal Policy Review-Action Item

- Brent will write an investment policy
- Ed tec can advise on loans
- Pat will make the changes on the fiscal policy and send it back. Need to be consistent with school site principal roles and the charter petition and organizational chart.

B. Employee Benefits

- Have Gallagher present all items related to benefits to the board.. Such as health insurance, etc.
- Dr. Guerrero: shared concern with reducing health insurance coverage of premiums, must be careful not to lose some teachers.
- Need to have a broker look at both schools together and put them on the same plan and lower the cost.
- Request that EdTec provide information on what other schools offer to their employees. They can compare a benchmark on cost.
- Member Arias mentioned that the broker can provide benchmarking.

V. Closing Items

A. Adjourn Meeting

V. Closing Items

- Member Gil: Wants to make comments from the Town Hall about remarks and request made by teachers.
1. Person – white board has cracks – needs to be replaced.
 2. TK teacher needs a carpet – Dr. Sanchez volunteered to pay for one.
 3. Matching grant - Brent proposed that we do a matching grant for all of the after-school clubs. Item to be voted on at next meeting. Board will match what the clubs are collecting for their purpose. Board liked this idea. Will encourage the clubs. Make it simple. Do the matching on a monthly basis and do it per club. For NASA only starting at December 2019. The board agreed that the maximum match shall be \$2,000 for the school year.
 4. Technology –Member Simpson mentioned a school where they require that they learn keyboarding – stay after school – have a curriculum and pair with a professional for the two hours extra per day.
 5. Member Gil: Brought out the need for computers. In the past school districts provide computers.
 6. Dr.Guerrero: Mentioned that some of the grant money from LA's Best can be used to buy computers. But can only use a % of that amount. If we are redoing a computer lab and LA's Best is going to use the room 25% of the time then that money comes from the grant and the rest comes from the school, it is an allocated ratio based on use.
 7. NASA: Would like Chromebooks -
 8. Member Bradley suggested – two carts of 30 or 60 Chromebook laptops total – cost per laptop is \$300. 60 laptops would cost \$18K. Nasa would like 6 carts of 30 laptops. This comes with software to use google docs, typing software.

9. Member Bradley: stated that school activities must be centered on kids and bump up technology to match the school mission, vision and goals.

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:05 PM.

Respectfully Submitted,
V. Gil