

# New Academy Charter School

## Minutes

September 27, 2017

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### **Date and Time**

Wednesday September 27, 2017 at 3:00 PM

### **Location**

NACP Campus 21425 Cohasset Street, Canoga Park NACP Conference Room

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**NEW ACADEMY  
BOARD OF DIRECTORS  
September 27, 2017  
3:00 p.m.**

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 Public Comment portion of the meeting, but after comment on actionable items. Each speaker is limited to a three minute presentation.**

## **AGENDA**

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### **Directors Present**

B. Bradley, B. Stotzer, M. Cervantes (remote), P. Didonato, R. Solorzano, V. Gil

### **Directors Absent**

E. Moreno

### **Guests Present**

C. Guerrero, D. Martinez, E. Castro, E. Marengo, E. Todd, I. Castillo, M. Sanchez, P. Gould

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## **I. Opening Items**

### **A. Public Comment**

None

## **B. Record Attendance and Guests**

All Board members except Ed Moreno were present. Maggie Cervantes participated by phone.

## **C. Call the Meeting to Order**

R. Solorzano called a meeting of the board of directors of New Academy Charter School to order on Wednesday Sep 27, 2017 @ 3:00 PM at NACP Campus 21425 Cohasset Street, Canoga Park NACP Conference Room.

## **II. Minutes - August 30, 2017**

### **A. Minutes**

B. Bradley made a motion to Approve the Minutes of August 30,2017.

B. Stotzer seconded the motion.

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

#### **Roll Call**

E. Moreno Absent  
V. Gil Aye  
P. Didonato Absent  
B. Stotzer Aye  
R. Solorzano Aye  
B. Bradley Aye  
M. Cervantes Aye

## **III. Financial Report**

### **A. August Financials (Unaudited Actuals)- NASA/NACP- Action Item**

#### **NASA**

- Discussion on NASA and the cost of Special Education (hired one teacher to serve one child) , \$45.00 x 6 weeks
- BM Solorzano asked why there are not more federal and state funds? Response was that schools do receive by but do not necessarily cover the day to day expenses for implementing the programs.
- State money relates to the number of students you have enrolled (based on ADA). A total of \$750 for ADA, ( not based on Special Needs but on number of students)
- Mr. Martinez explained that we get back some of the funds from the federal and state as a result of Option 3
- NASA - the enrollment was better than what was budgeted and raised the budget slightly higher
- NASA-the cash position is getting better for NASA- cash assets are better and reduced its debt considerably

#### **NACP: Now has 506 students**

- Some of the expenses forecasted were different then the actual expenditures
- There were savings in salaries such as for the Special Education Teacher (hard to replace this teacher-so must use an outside agency to provide the teacher)
- LAUSD raised the Option 3 rate
- With additional students they can even out budget-however, NACP is almost at full capacity.

- Board members discussed that schools need to consider what they will do if we lose students.
- Board should begin looking at the budget reductions by November. ExED should give us an estimate by January..

B. Stotzer made a motion to approve August financials.

V. Gil seconded the motion.

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

**Roll Call**

R. Solorzano Aye  
V. Gil Aye  
P. Didonato Absent  
E. Moreno Absent  
B. Stotzer Aye  
M. Cervantes Aye  
B. Bradley Aye

**B. Finance Policy-Action Item**

- Two changes should be made:
  - Need to add that the "board will appoint the Finance Committee" and should be the same bullet under 4
  - Under wire transfers, Page 12, Whoever approves these will need to be available

B. Bradley made a motion to Approve the Fiscal Policy with changes.

V. Gil seconded the motion.

The motion did not carry.

**Roll Call**

B. Bradley Aye  
R. Solorzano Aye  
V. Gil Aye  
E. Moreno Absent  
M. Cervantes Aye  
B. Stotzer Aye  
P. Didonato Absent

**IV. Academic Excellence**

**A. Academic Performance Data Review**

There was extensive discussion on the new CDE Dashboard which showcases subgroups in schools

- Not fully operational or updated at times, schools must be responsible for their own data.
- Both schools need to improve the academic performance of English Learners (English Learner Master Plan is now being rolled out in schools)

Ms. Gould explained the background information regarding the CDE new Dashboard.

Reviewed the CDE actual school scores. (accuracy)

**B. Assessment Data Management Systems-Action Item**

Ron gave an overview of the LAUSD's meeting held with Charter Division. Interim Executive Director was also present.

Board expressed the need to have and articulate how data is gathered and this needs to be presented as part of the School Site Administrators reports.

Ron stressed that LAUSD is focused on academic performance data and evidence at school sites

Ms. Gould - mentioned that assessments are created based on the standards, and curriculum (Use envision math

Use benchmarks, Use Running Records -every 6 to 8 weeks)

Board members all agree that schools have to merge our efforts so that we will have a uniform way of looking at the data and the dashboard..

A Motion was introduced; that we begin to use the NACP data management systems and mandated that the school site administrators begin to get together to put a system together, share resources and merge efforts where possible (Identify trends, needs, etc.)

M. Cervantes made a motion to That NEW Academy adopt the same system used for gathering and reporting internal data at NACP as the official NEW Academy System for both schools.

B. Stotzer seconded the motion.

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

**Roll Call**

R. Solorzano Aye  
V. Gil Aye  
E. Moreno Absent  
P. Didonato Aye  
B. Stotzer Aye  
B. Bradley Aye  
M. Cervantes Aye

**C. Assessment Data Management System for NASA-Action Item**

- BM Gil recommended that the vice principals also meet to explore data gathering systems.
- BM Bradley suggested that there be a memorandum of understanding that describes how the two schools will work together to implement board. (agenda item for next meeting) The two vice principals send a memo to the principals describing what they are doing to gather, document, analyze and inform instruction.
- That the principals will be accountable for reporting back to the board.

**D. Interim Executive Director Report**

Attorneys will be contacted about their timeline for review, then given to the board review of the charter petition then submission.

**E. School Site Administrator Reports**

- Smartplan- BM Bradley suggested that parent involvement should include workshops to help them support their children's progress and academic performance.

**F. Creating Creators Project**

Board agreed

**V. Governance**

**A. Student Academic Performance Data/Assessment Policy-Action Item**

Education committee will meet prior to the October meeting-Pending to next meeting

## **B. Strategic Plan and Performance Dash Board-Action Item**

- BM Stotzer requested that school site administrators describe clearly how the Dashboard works, can use the Magnolia Community Dashboard as an example. It would include developmental Progress of Children Entering Kindergarten, Parents achieving family goals, etc.
- BM Bradley- stated that if we hire a consultant that the person have demonstrated track record in the area of development
- BM Gil expressed that the board needs to develop our strategic plan, what is our strategy? Then have someone come in to refine the process. This is at the board level and we need to ask "what our our goals for the next 5 years".
- BM Bradley, stated that the board needs to first articulate goals and the consultant can be helpful in helping us to develop the process of reaching those goals including obstacles.
- BM Bradley- expressed that he would like to have someone who can help us fund raise. We would describe our unique features and ask them to explore what is available.
- BM Stotzer suggested that the person do a SWAT analysis of the fundraising.

B. Stotzer made a motion to hold a special board meeting before November to identify strategic plan and goals for the next three to five years.

V. Gil seconded the motion.

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

### **Roll Call**

M. Cervantes Aye  
R. Solorzano Aye  
B. Stotzer Aye  
V. Gil Aye  
B. Bradley Aye  
P. Didonato Absent  
E. Moreno Absent

There was discussion on the need to hire a fund raising consultant to do a SWAT analysis to identify our fundraising opportunities.

B. Stotzer made a motion to to hire a fund raising consultant to do a SWAT analysis to identify our fundraising opportunities.

V. Gil seconded the motion.

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

### **Roll Call**

E. Moreno Absent  
V. Gil Aye  
P. Didonato Aye  
M. Cervantes Aye  
R. Solorzano Aye  
B. Bradley Aye  
B. Stotzer Aye

## **C. Board Retreat-update and scheduling date for retreat**

Still pending but will have the strategic plan meeting first.

## **VI. Contracts**

**A. Charter School Partners Contract-Action Item**

Bea described the workshop luncheon and the services to be provided by the Charter School Partners. This partnership will help us to understand board development, provide board training for new and continuing board members, New board members will be trained to understand their fiduciary responsibilities.

B. Stotzer made a motion to to approve the Charter Board Partner contract.

B. Bradley seconded the motion.

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

**Roll Call**

B. Bradley Aye  
V. Gil Aye  
R. Solorzano Aye  
E. Moreno Absent  
B. Stotzer Aye  
M. Cervantes Aye  
P. Didonato Absent

**B. Center for Equity and English Learners Contract-Action Item**

New scope of work for this year is included in the contract.

B. Bradley made a motion to to approve contract for CEEL.

B. Stotzer seconded the motion.

The motion did not carry.

**VII. Closing Items**

**A. Adjourn Meeting**

R. Solorzano made a motion to adjourn the meeting.

M. Cervantes seconded the motion.

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

**Roll Call**

M. Cervantes Aye  
R. Solorzano Aye  
E. Moreno Absent  
B. Stotzer Aye  
V. Gil Aye  
P. Didonato Aye  
B. Bradley Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:00 PM.

Respectfully Submitted,

R. Solorzano