

# New Academy Charter School

## Minutes

June 21, 2017

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### **Date and Time**

Wednesday June 21, 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**

**Wednesday, June 21, 2017**

**3:00 p.m.**

**NACP Campus 21425 Cohasset Street, Canoga Park**

**NACP Conference Room**

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, E. Moreno, M. Cervantes, P. Didonato, R. Solorzano, V. Gil

### **Directors Absent**

*None*

### **Guests Present**

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

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## **I. Opening Items**

### **A. Record Attendance and Guests**

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

R. Solorzano called a meeting of the board of directors of New Academy Charter School to order on Wednesday Jun 21, 2017 @ 3:01 PM at NACP Campus 21425 Cohasset Street, Canoga Park NACP Conference Room.

MOTION TO CHANGE THE ORDER OF THE AGENDA. Brent MOVED, Ed second, roll call all Ayes

B. Bradley made a motion to To approve the resolution as written,. E. Moreno seconded the motion.

The board VOTED to accept the motion. Roll Call

M. CervantesAye

R. Solorzano Aye

B. Stotzer Aye

B.Bradley Aye

E. Moreno Aye

V. Gil Aye

## II. Minutes-February 22, 2017 and May 24, 2017

### A. Minutes

B. Bradley made a motion to to approve the February minutes.

M. Cervantes seconded the motion.

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

#### Roll Call

R. Solorzano Aye

B. Stotzer Aye

B. Bradley Aye

E. Moreno Aye

M. CervantesAye

P. Didonato Aye

B. Bradley made a motion to approve May minutes.

E. Moreno seconded the motion.

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

#### Roll Call

E. Moreno Aye

V. Gil Aye

B. Bradley Aye

B. Stotzer Aye

M. CervantesAye

R. Solorzano Aye

P. Didonato Aye

## III. Financial Report

### A. NASA and NACP April and May 2017 Financial Reports - action item

**Budget Materials:**Finance committee would like to review the budget materials again and would like to have more time to review as a committee before the board meetings. Recommendations was made that EXED send these earlier for Finance Committee and Board members to review. Also recommended that we keep the meetings toward the end of the month and that we review these every two months.

**NACP** will end year with 245,000 , for now is doing well but board recommends curtailing expenditures

**Investment account** has picked up value over the last two months

**NASA:**overall doing well, revenue is up (see financials) Projecting to end year with 118,000. Found the 50,000 nutrition checks was lost and increased the cash flow

**NASA**continutes to make payments for the 50,000 for NACP Loan as promised Potential for some money coming from APA by July,

**NASA/NACP:**Board members reviewed the check registers for both schools, no questions or red flags.

B. Bradley made a motion to approve Financials.

E. Moreno seconded the motion.

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

**Roll Call**

P. Didonato Aye

B. Bradley Aye

R. Solorzano Aye

E. Moreno Aye

V. Gil Aye

M. Cervantes Aye

B. Stotzer Aye

**B. FY 2017-18 NASA and NACP Budgets- action item**

Budget Discussion:

- EXED mentioned that the State assembly passed the budget and waiting for Governor to sign it, two items were added 1) one time money, \$145.00 toward ADA, and 2) SB 740 which is the reimbursement for the rent (\$ 1,117) toward rents for charter
- Budget expenditures assumptions were reviewed as part of the Financials packet.
- Revenue increasing slightly but expenses are growing so net income is less
- Due to Charter petition need to develop a 3 year forecast-at a minimum we want the best estimate that we can make of positive cash flow. the numbers need to be green and not red.-
- Big point is that the out years are unnerving. Board wants to see a transparent process for getting to a budget projection. Finance committee should be starting out with positive projections and not in the red.
- Victor; explore the options, and document these, We need have some cuts.
- Assumption should be at least 200,000 a year.We should show the cuts which would show this 200,000 in reserves.
- Brent-we need to be more explicit and transparent in looking at the "out years",
- Victor- We have to keep in mind that we will need to buy a building, etc.
- Maggie-so we need to make a Commitment of 200,000 annually, principals need to cut or fund raise
- Marta -Strongly recommend that we refrain from cuts that directly impact the students

We are voting on the 2017-18 Budget

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B. Bradley made a motion to to accept the 2017 budget subject to revisions and careful monitoring if the assumptions that underlie the current budgets do not hold.

M. Cervantes seconded the motion.

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

**Roll Call**

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

- NASA Budget discussion: Due to SB 740 schools have picked up 75% of rent costs 368, 278
- NASAs budget is better 178,000 net income projected
- School has done a great job of managing the costs since they began.
- Maggie-concern is the academic performance, scores must be brought up according to the data shown by school site administrator regarding LAUSD and annual visitation.
- By then end of this year, 300,000 left in loan. By year three it should be payed off and brought current,

M. Cervantes made a motion to accept the 2017-18 with the same contingent on ----see previous motion for NACP.

B. Bradley seconded the motion.

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

**Roll Call**

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

**C. NACP Projector Project-action item**

M. Cervantes made a motion to to pay 50,000 toward loan to NACP.

B. Bradley seconded the motion.

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

**Roll Call**

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

Discussion:

- Proposal was presented by school site administrator. (eliminating cords,etc.).
- Recommended that the job be clearly detailed in the invoice, memorialized by an mou between the school and the vendor. and that a project manager is appointed.
- Bea- Will this impact building since it is a temporary mount? Response was no
- Victor-Question and comment made that we need to stick to a budget.

- The proposal only includes mounting not the actual projectors at NACP
- Marta will work on bid policy with the Finance Committee for continuity with purchases, credit cards, vendors,
- Brent: Commented that board should always vote on approving the contract and not the proposal. Contract should be brought before the board for approval

B. Stotzer made a motion to to approve the proposal with an instruction to have executive director and finance committee review the contract and as amended to have have IED monitor the contract while working with the finance committee.

B. Bradley seconded the motion.

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

**Roll Call**

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

**D. FY17-18 EPA Expenditure NASA and NACP -action item**

- EPA is Ed Protection Account established in 2012 and can only be used for teacher salaries.
- Schools have to post EPA Spending Plan must be posted in website

B. Bradley made a motion to to approve the EPA Spending Plan.

E. Moreno seconded the motion.

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

**Roll Call**

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

**E. FY17-18 Spring ConApp reports for NASA and NACP -Action Item**

- Different reports must be submitted twice a year and are similar for both schools. These are for categorical funds (Title 1 entitlement expenditures, homeless education expenditures) For this year \$156.00.

B. Bradley made a motion to to approve the application for categorical programs.

P. Didonato seconded the motion.

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

**Roll Call**

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

**IV. Academic Excellence**

### **A. Executive Directors Report-information only**

1. Principal Evaluation:

Patty Gould June 19th-Panel Brent Bradley, Victor Gil and Marta Sanchez

Dr. Eric Todd-June 20th-Panel: Ron Solorzano, Patricia Didonato, Maggie Cervantes

2. Yo Soy Bilingue Conference (NASA)- Great success with estimate of 200 attendees

3. Summer Camp Updates

4. Charter Petition Renewal Teams selected at both schools:

- NACP CharterTeam:
  - Patty Gould-Principal
  - Clara Guerrero-Assistant Principal
  - Elizabeth Marenco-Director of Operations
  - Sean Alob-Testing Coordinators
  
- NASA Charter Team
  - Eddi Castro - Director of Operations
  - Joanna Espinoza - 2nd Grade Teacher
  - Nelsy Jackson - 1st Grade Teacher
  - David Martinez - Asst. Principal
  - Eric Todd - Principal

### **B. NASA School Site Administrator Report**

Dr. Todd did an overview of the events that were done

Dr. Todd highlighted the LCAP contents such as comparable resident schools.

Covered the key elements from LAUSD visit as included in LCAP. Mentioned that their are also funds attached to certain aspects of the plan. This is due by July 1st and need to submit the agenda and minutes showing that it was approved by the board.

Explained the purpose of the LCAP

Board is requesting a data report on student progress and academic. We have discussed this with both SSAs.

P. Didonato made a motion to To approve NASA LCAP.

M. Cervantes seconded the motion.

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

#### **Roll Call**

B. Bradley Aye

V. Gil Aye

M. Cervantes Aye

B. Stotzer Aye

R. Solorzano Aye

E. Moreno Aye

P. Didonato Aye

### **C. NACP School Site Administrator Budget Report**

NACP LCAP Discussion:

- Patty explained the greatest needs address ELs on page 4. NACP above LAUSD. average
- 85% of first graders are reading at grade level.

- Board suggested that every greatest need should have a base number and a goal number to measure progress.
- Should have included Language Academy and dual immersion. We need an update on how we are doing in our Language Academy.
- Bea requested that information be provided as baseline for the board to understand
- With greatest needs must look further in the LCAP and look at goals and action steps.
- We need an executive summary of the goals and the expected measure and how it was met.-
- Sean and Patty displayed the way that data is being kept every 6 weeks, by grade level, on page 2 -do you have data showing the "not meeting" goals
- The board reviewed NACP sample data for all students and subgroups in particular. We reviewed data gathered over a 36 week period. Administration reviewed how the data is gathered and what areas are covered.

B. Stotzer made a motion to to accept the NACP LCAP.

B. Bradley seconded the motion.

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

**Roll Call**

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

## **V. Governance**

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

Pending-This will be discussed at the next meeting.

### **B. New Board Member Nominations**

Pending: Board will continue its discussion on the need for board members but will wait to review nominations at the board retreat.

### **C. Resignations**

Pending next meeting

### **D. Bylaw Revisions**

Pending until next meeting

## **VI. Closing Items**

### **A. FY17-18 ExED Contract -Action Item**

Discussion:

Board members requested more time to review the contract

- Pending to June 28, 2017

### **B. Interim Executive Director Contract-action item**

Pending June 28th

**C. Adjourn Meeting**

**VII. Closed Session**

**A. Principal Evaluation Update and Recommendations-action item**

**B. Adjourn**

B. Bradley made a motion to Motion to Adjourn.

E. Moreno seconded the motion.

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

**Roll Call**

B. Bradley Aye

V. Gil Aye

E. Moreno Aye

B. Stotzer Aye

M. Cervantes Aye

R. Solorzano Aye

P. Didonato Aye