

New Academy Charter School

Minutes

NEW Academy Board Meeting

Date and Time

Thursday April 25, 2019 at 4:00 PM

Location

303 S. LOMA DR., LOS ANGELES, CA 90017, 21425 Cohasset St. Canoga Park, CA 91303

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

Directors Absent

R. Solorzano, V. Gil

Guests Present

B. Stotzer, C. Guerrero, C. Mayer, D. Martinez, E. Todd, J. Ramirez, M. Sanchez, P. McBride, Y. Gutierrez

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

B. Bradley called a meeting of the board of directors of New Academy Charter School to order on Thursday Apr 25, 2019 @ 4:00 PM at 303 S. LOMA DR., LOS ANGELES, CA 90017, 21425 Cohasset St. Canoga Park, CA 91303.

C. Approve Minutes-February 28, 2019

G. Simpson made a motion to approve minutes from the NEW Academy Board Meeting on 02-28-19. NEW Academy Board Meeting on 02-28-19

M. Arias seconded the motion.

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

Roll Call

R. Solorzano Absent

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

Motion was approved contingent on the correction that Patricia Didonato was an abstention on the items related to the State and Federal taxes.

II. Education Committee and Academic Excellence

A. Title I Part A Funding

M. Arias made a motion to approve the change for intervention teacher from LCFF funds to Title I funds.

G. Simpson seconded the motion.

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

Roll Call

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

Note: This was a clerical error that needed to be corrected

B. English Learner Student Reclassification Criteria, process, Implementation and Progress Monitoring

This item was tabled pending the board review of the updated English Learner Master Plan and Reclassification Criteria. School teams will review, edit and rewrite:

- California state changes for CELDT transition to ELPAC
- Reclassification process
- Process for Implementation of reclassification plan
- Procedures for progress monitoring of reclassified students

C. NACP Federal Program Monitoring Audit-Information Only

FPM occurred from April 22, 2019 to April 24, 2019

- Auditors commended the school for its facilities and how nice it was for children
- Commended the LA's Best afterschool program
- After observations they commended 4 teachers and an instructional aid for intervention

Areas of needed improvement within a window of time of 45 days

- Must adopt a core curriculum program for English Language Development
- Auditors commented on the need for the use of better instructional strategies for ELs and ELD
- Only one teacher was observed teaching ELD and following her schedule. Dr. Guerrero and Dr. Sanchez and the CEEL coaches have also noticed the same need for improvement.
- Member Simpson stated that the board should support the purchase of the needed program and as leaders mandate that the curriculum be implemented.
- Dr. Todd is already using the recommended program.
- Dr. Guerrero will pilot the purchased program and conduct the training in the summer and follow up with subsequent training.
- Adelante quote is \$92K and is a n 8-year adoption, get material for 8 years and get ELD for all teachers and students and all support material, consumable for the 8 years.

- Member Arias recommended that both schools get the materials and use them.

D. School Site Administrator Reports-Information Only

Dr. Todd Report

- Enrollment of 438 students for 2019-2020 with the students now moving up but would lose the 5th grade class.
- Our charter says it is 450 students, and the 438 is in line with that level.
- We have one more space at Loma, this goes to the concern if we can have a 6th or 7th grade.
- In this location we are locked in at 5th grade. We are at max student level.

Data analysis and assessment:

- Now completing end of year benchmark and will prepare a report analysis of how our students have been doing from beginning of year through now TK – 5th grades.
- Planned month end principal's award to help motivate students. Crucial to keep the scores at level or continue the improvement in the English learners to proficiency and higher.

Upcoming events:

- Soy Bilingual Festival – Sat 4/27/19. Congressman Gomez has been present in the past.
 - Parents, staff, students, board, sister staff were all invited. To highlight all the wonderful years that we have accomplished.
- Dr. Albert Jones level 3 schools –Went with the small group and gave a recommendation on how to pay for this event/activity
- Concern is paying for the proposal. Dr. Jones is scheduled to come on 4/30/19.
- Dr. Sanchez indicated that we are working on the small committee with Bea Stotzer. We have brought down the cost to less than \$10K for the remaining academic school year.
- The impact to NASA's budget is minimal.because Dr. Jones does this during staff meeting time, not outside of school time.
- Member Simpson asked for clarification on what he was planning on doing at this meeting.
- They will meet with Dr. Guerrero, Dr. Todd and Dr. Sanchez and Bea to see what needs to be done to move forward.
- For all the time that Dr. Jones will spend in NASA and NACP is 8 hours and cost \$8K.
- In August the one-week training will be \$5K and then we can decide from that week of training. He will bring in other schools' best practices to improve the climate of the school, so it is a child centered school.
- The small committee will work with him to establish goals. He will be doing teacher observations and surveys to see improvement as agreed to as a group.
- The scope of work must be more detailed since we must adjust what can be accomplished by the end of school year.

Dr. Guerrero Report:

- Reviewed FPM Audit earlier in the agenda
- Mentioned that Teacher evaluations – all completed and followed (all on a template).These are formal.
- Attorney Lara is looking at teacher contracts to ensure they are legal
- Attorney Lara is going to have his office red line our handbook. He is focusing attention on the contracts.

- LCAP: Look at promises made last year and how met them, and then plan out next 2 years to meet A priorities. Will need to get board approval no later than 7/1/19. Expect to have it ready for board review by May 2019 board meeting.
- Dr. Guerrero: Gave update on LAUSD oversight visit on 4/30/19, was originally set for in January but delayed due to LAUSD strike.

III. Governance and Strategic Planning

A. Fiscal Policy Revision-Action Item

A. Fiscal Policy Revision-Action Item was tabled by vote

- Dr. Sanchez made changes to include current proper titles.
- LAUSD visit made the recommendations which were adopted by schools:
 - policy that changed was that we took away the petty cash at each school at the recommendation of ExEd. We talked about this before. We now have credit cards, so we don't need money/cash.
 - Use of credit cards to keep track of purchases. It is less work and stress to better manage.
- Member Arias asked for changes to be made to the draft. Not ready to vote on this at this time. LAUSD visit may highlight other changes that they want to make.
- Motion: to table until the revisions are made

B. School Site Leader Annual Evaluation

B. School Site Administrator's Evaluations

- Presented by Dr. Sanchez-Set dates for panels at each school
- Dr. Todd – 5/14/2019 - Marta Sanchez, Lupe Simpson, Patricia DiDonato
- Dr. Guerrero – 5/23/2019 – Marta Sanchez, Lupe Simpson, Martha Arias

C. Handbook Revision and Teacher Contracts-Information Only

C. Handbook Revision and Teacher Contracts-Information Only. Presented by Member Arias

- Discussed on 4/9/19.
- Attorney Lara is reviewing the handbook along with Member Arias
- Once the handbook draft is in final mode will review to see the changes needed and board will vote on its approval
- Goal is to have it done reviewed and approved for the next school year so it can be presented to all staff at the beginning of the next school year.

IV. Finance

A. February Financials - Action Item

Discussion:

- Pat mentioned the two vendors that help reduce cost or help in the Medicare reimbursement and provided this information to Dr. Eric Todd.
- NASA –Net loss expected. Expenses increased, and student numbers decreased.
- NACP – has not changed significantly.
- Yolanda Gutierrez went over the changes
 - Consulting services increased, payroll decreased – close to net zero
- Brent Bradley – the investment fund as of 4/4/19 – is \$3.544 M which will show up as net increase for NACP. Gained about \$50K lately.

P. DiDonato made a motion to accept the financials for NASA and NACP.

G. Simpson seconded the motion.

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

Roll Call

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

B. 2nd Interim report - Action Item

Yolanda Gutierrez:

- Goal is to show progress so at the end of the year, the goal is to reduce the loss on NASA.
- Dr. Todd: every time we improve, something else comes up.
- Need to replace a specialist who just resigned for one student at NASA.
- NASA we have gone from close to a net \$100K loss to a smaller loss.
- Interim financials need to be approved.

G. Simpson made a motion to accept the Second Interim Report.

P. Didonato seconded the motion.

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

Roll Call

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

C. FY19-20 Budget - Information Only

Yolanda Gutierrez is working with the school administrators to finalize the budget

D. FY18-19 Audit Update-Information Only

- Member Bradley mentioned that our audit firm will continue but must ask for our support for a better plan of action. They are trying to react to the difficulties that we had last year. So, they are taking it seriously as are the schools.
- We don't want to get back to where we are late with the audit of financial statements and be called on it again by LAUSD.
- Advisory Member Stotzer: wants to remind the board that when we revised ExEd's contract to address any issues that we need to be informed about
- We need to be more explicit so that we are not late again on the audit. The audit works through a board designee to avoid being late.
- Yolanda Gutierrez is working with Jasmine of the accounting firm along with Dr. Sanchez to ensure that this does not happen again. Both receive notices regarding requested materials by the auditors.
- Yolanda Gutierrez: stays on top of the audit timeline because she wants to ensure that there are no delays

V. Closing Items

A. Adjourn Meeting

G. Simpson made a motion to adjourn the meeting.

M. Arias seconded the motion.

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

Roll Call

V. Gil Absent

M. Arias Aye

R. Solorzano Absent

P. Didonato Aye

B. Bradley Aye

G. Simpson 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,

B. Bradley