

New Horizons Charter Academy

Board Meeting Minutes

Feb. 22, 2018

Present –Stuart Cano (Chair), Stephen Rinka, David Sams, Richard Thomas

Others Present: Dawn Bastin, Sandy Mejia,, Ramisi Dilley, Guillermo Gomez, Cynthia Ely, Yvette Steinorth, Kayla Comphel, Yolanda Franco, Michelle Menjivar, Susan Park, Diego Gonzalez, Sujata Alagh, Samantha Shapiro, Charlotte Cuevas, Doreen Cohen, Jesica Kahng

CLOSED SESSION: Facilities- 4pm

OPEN SESSION:

Meeting Commenced at: 4:45 PM

Approval of the Previous Board Meeting Minutes (January)

- *Motion made to approve – Stuart Cano*
- *Second – Stephan Rinka*
- *Motion Carries – 3-0 Vote*

Public Comment

Doreen Cohen – Thank you for allowing us to speak to the Board, and I will be speaking for the teaching staff. We are concerned that the previous parking issues were shared with us at the last minute, without our notification as to this challenge. We believe that this difficulty was in part of a larger concern, that our staff is not involved/informed in previous school decisions. We would appreciate that part of these challenges be shared with us by having more detail being added to the actual Board Agendas. The depth of detail in agendas makes it very difficult to for us to gauge what is being covered in a Board Sessions.

Yvette Steinorth - We would also like to be kept informed as to safety issues and even facility issues, whether we are going to stay in this building or be moving in the near future.

Stuart Cano – I will be breaking protocol, but I will address some of your issues. I can't always be here during each session, I myself often have to leave this session and go directly to another meeting, but the Board is always willing to listen and work on several of these issues.

Sujata Alagh – I support much of what was said, but our communication has been difficult, and what we are many of us are not comfortable about whether we are all going to return next year.

Diego Gonzalez – I would like to add, that there is not just a lack of communication, but a lack of respect when we are addressing certain issues. When we have inquire about several issues, it's like why are you asking about that, it seems that we are bothering administration by asking them.

Susan Park – I agree with much of what was said, but if we ha-ve to worry about parking, it distracts us from our instructional focus with kids. It is a safety issue, and I think would all like to dedicate our entire focus toward advancing our students.

Dawn Bastin – I am also glad to address you here today and want to share what happens in our Closed Sessions. As a previous Assistant Superintendent, I can share it is out of respect for you that we report closed sessions items first, because then we can share these items instantly, to keep you informed. If things were shared in Closed Session at the end of a Board Meeting, you would not here about them until a much later time.

Stuart Cano – I appreciate being to address your concerns.

Doreen Cohen – I have to share, I have reservations walking to my car late at night.

Susan Park – I also have concerns walking to my car, because there could be parents waiting for us outside, or even strangers.

Sujata Alagh – This is my place of work, I know it is unsafe to park somewhere else.

Diego Gonzalez – As a traveling teacher, we are often storing materials in our vehicles, materials we need to conduct our class. Moving them from two schools, this is a concern.

Closed Session Vote

Facility Lease Settlement by Dharma Holdings – Our legal counsel will try to secure a favorable lease, a renewal that we can all live with. Board Voted to direct Mr. Thomas, Executive Director/Principal and legal council to negotiate the lease terms for the renewal lease and report back to the board.

Executive Report

Charter Transparency Resolution – The focus of this Resolution is to share our curriculum, charter petitions, State Accountability Report Card (SARC Report) and several other important items. Our applications are posted as well, but our documentation for enrollment is actually kept to a name, grade and address, to show that we are accepting all students with a minimum amount of information. Board Resolution to adopt Charter Transparency Resolution was discussed and reviewed.

- Motion made to approve – Stuart Cano
- Second – David Sams
- Motion Carries – 3-0 Vote

2016-2017 Audit (Dawn) – The audit report is conducted by independent auditors who check the previous year, to insure that you are in state compliance. The money you have in reserve is weighed against your expenditures, which gives you a clearer picture of the sum of your assets. You are at \$1,000,000 in assets. You are strong viable school, are currently and strong in your instructional minutes, and are receiving a strong portion of your ADA. There were actually no adjustments to the financials, or education concerns made. There are no findings, I am glad to report your findings place you in a very strong financial position, having cash in the bank. No material findings were noted based on audit.

January Financials (Dawn) – Part of your oversight visit will be to review the audit we just shared. Your January highlights will focus on an initial high enrollment. It is a shock to some schools that their initial numbers are not what they projected when they began the year. It is important to have as high a number of students as possible when you begin the year.

Richard Thomas – We will be canvassing the area during the Easter Break, in anticipation of adding more students for the next year. We will also be adding students to our 1st grade, approximately 20 more and add an entirely new 5th grade classroom, as our two 4th Grade classes matriculate to 5th grade. We will still keep our classes small, but we will maximize our classrooms at both schools.

Dawn Bastain – We suggest that the attendance number be inflated for recruitment, we advocate you have 10% above your enrollment, to insure that you reach your school's maxim attendance numbers. Your attendance rate is actually 96%, so this is making up for your lack of precious enrollment. Your expenses are over budget by \$186,000, but the forecast is being extended on special education costs. Your ending fund balance is \$745,000. You are right where you would like to be. With LAUSD coming very close on a visit, you can clearly share that you share your financials on a monthly basis.

Richard Thomas- I would like to address that. We don't know what cost we will be having when students come to us, how many will qualify for SPED services. This cost alone may be \$7-\$8,000. We also have to provide up to \$28,000 toward their education. We might also have possible future litigation cost, directed toward these expenses. By joining the Option 3 program, we were able to utilize the \$75,000 we would have to pay in the past towards resources and services for our Special Education students.

Acceptance of January 2018 Financials

- Motion made to approve – Stuart Cano
- Second – David Sams
- Motion Carries – 3-0 Vote

Acceptance of 2016-2017 Audit Report

- Motion made to approve – Stuart Cano
- Second – David Sams
- Motion Carries – 3-0 Vote

Richard Thomas – Presented to Board for discussion the Compliance Monitoring Form for review and discussion. Board determined that all compliance areas have been addressed during the 2017-2018 school year.

Motion to approve Compliance Monitoring Form for 2017-2018 school year

- Motion made to approve – Stuart Cano
- Second – David Sams
- Motion Carries 3-0 Vote

Prop 39 – The District miscalculated our teaching stations again, we require 14 classroom, but they are stating that we only need 13. Our attorneys are working on this for us, through an alternative agreement. We will get back to you as soon as we receive clarification to our facility request.

DIBELS (Guillermo Gomez Vice Principal) – We would like to take this time to present to you much of the promising reading data we have extracted from our DIBELS an acronym for Dynamic Indicators of Basic Early Literacy Skills. Our school administers these reading assessments three times a year and they are used to inform present reading practice, more importantly, they are a strong indicator of future reading outcomes. If you refer to the hand-out I am providing, you will note the following skills measured

Kindergarten	First Sound Fluency Beginning - Middle 10 30	Phoneme Segmentation Middle - End 20 40	Non Sense Word Fluency Middle - End 17 28
1st Grade	Phoneme Segmentation Beginning 40	Non Sense Word Fluency Beg - Middle - End 27 43 58	Oral Reading Fluency Middle - End 23 47
2nd -4th Grade	2nd Oral Reading Fluency Beg - Middle - End 52 72 87	3rd Oral Reading Fluency Beg - Middle - End 70 86 100	4th Oral Reading Fluency Beg - Middle - End 90 103 115
	Retell (Comprehension) Beg - Middle - End 2 2 2	Retell (Comprehension) Beg - Middle - End 2 2 3	Retell (Comprehension) Beg - Middle - End 2 2 3

Data Analysis – We are currently on course to meeting our Benchmarks for Kindergarten in all three measurement areas. We are currently focusing our greatest efforts toward 1st grade, because we know it will be the strongest indicator of where we will need to focus our literacy intervention for 4th grade and beyond, this has proven to be an exceedingly accurate measure in the past, and is the measurement by which most Districts try hardest to Bridge the Achievement GAP.

Through the dedication of our New Horizons Intervention Teacher and 1st Grade Team, we hope to have 80% of our students at benchmark by June, with our 2nd-4th grade teams strongly progressing toward their literacy benchmarks as well. We plan to bring you that updated data as well in June.

Charter School Oversight Visit – This visit will take place on March 8th – We are requesting the Board be present in the morning for the leadership component. Last year we had Dr. Duran and Dr. Castaneda present for to represent our organization and that was a big help, we would love to have as many Board members present for this year’s visit as well.

YPI (Youth Policy Institute) – I just wanted to have share that this is a separate program. I wanted to communicate that the YPI Program is not managed by us, we try to have the YPI staff direct kids to our standards, but have their own programs, discipline, and staff. We meet often meet with parents and staff over any challenges that occur in the evening, but the actual concerns are addressed with their program. If you, as a Board are contacted, be advised that we do not navigate their program, we manage it from afar, by supporting open communication with their regional director and staff. We do our best to make sure that any conflicts the night before do not carry over to the next day. We share with teachers what events occurred the night before, and receive reports from the YPI staff, so we can anticipate angry parent visits the next day. We try our best to maintain open communication.

Meeting adjourned at 6:17PM