

New Horizons Charter Academy

Board Meeting

February 25, 2021

Board Present – David Sams (Chair), Stephen Rinka Esq., Dr. Christina Duran, Richard Thomas ED
Not Present: Dr. Mario Castenada

Staff / Public - Xiomara Medrano, Bea Italia, Guillermo Gomez, Dolores Roque, Geetha Huma C.P.A.
Katie Liechti, Michelle Cheng, Arlith Scottie.

I. **CLOSED SESSION** – Closed Session.

Zoom Meeting Commenced at: 4:00 PM

Public Comments:

Ms. Tanka (Teacher)- Safety need to be our priority at this time due to Covid-19, consider to start at a later date to prepare for hybrid courses and to get the first vaccination. Second concern is teaching hybrid and monitor the students that are on zoom.

Maryann Kakasherun (Parent)- Not Present

Arlith Scottie Howard (Counselor)- Consider starting at a later date and discuss all of the details of safety and process of daily routine with the students. Meeting all of the students needs is difficult due to current schedule, requesting to become a full time counselor.

Items for Action

Approval of Board Meeting Minutes (February 2, 2021 Board Meeting) with revisions made:

- Motion made to approve – Dr. Christina Duran
- Second – David Sams
- Motion Carries (3 votes)

Monthly Financial Report

Financial Audit Report-

December 15, 2020 was the reporting deadline given that the state of California extended the deadline to March 31, 2021. Audit was very clean with three opinions within the audit report. The opinion on the financial statements as a whole, internal control and state compliance. All of the opinions are unmodified. Minor adjustments that were reported on accounts receivable that decreased the standing balance by approximately \$3,000. There was a decrease in accounts payable at approximately \$63,500 which increased the ending balance. They are not material adjustments. The summary adjustments will be sent to Ms. Geetha and will be forwarded to Dr. Duran. The opinions from the independent audit have indicated that there are no major material issues within the audit from a financial standpoint and within the education codes. All exceptions must be noted and what was the cause in the audit report.

- Motion made to approve – Dr. Christina Duran
- Second – Stephen Rinka
- Motion Carries (3 votes)

Financials for January 2021 (Charter Impact)-

There was an increase in the Average Daily Attendance (ADA) is at 267 students compared to last month at 264 students. Average student attendance rate is at 90.7%. Attendance and ADA will not affect the revenue. This will not impact revenue, due to schools are currently being supported by the hold-harmless clause for student attendance during the Covid-19 pandemic.

1. Revenue forecast for the year at \$4.2 million dollars. There are no significant changes because NHCA Revenue includes Covid-19 nutritional relief that was awarded to NHCAA in January for \$7,000.
2. Expenses forecasted at \$3.7 million and that includes increases in benefit expenses. Increase in expenses includes the purchasing of computers and consulting expenses. NHCA is forecasting a surplus of approximately \$455,000 and the ending fund balance at \$952,000. The cash balance at the end of January 2021 was \$905,000 and projected to be at \$1 million at the end of the fiscal year.
3. Surplus forecasted at \$455,000 and ending fund balance at \$952,000. The cash surplus is about \$797,000 and will be projected to be at about \$973,000 by the end of the fiscal year, including deferral financing at 6% interest rate year.
4. Cash balance as of January at \$905,000 and projected at \$1,000,000 by the end of the fiscal year including A/R sale at approximately 6-7% interest rate.
5. Attendance data is tracked for instructional purposes and not revenue purposes. Average ADA is at 267 pupils compared to last month at 264 equalling to 90.8% compared to the prior months at 90.7%. Hold harmless not extended to Fiscal Year (FY) 2021-2022 per governor's recent budget proposal.

6. Revenue forecasted at \$4.2 million for the current year. There has been a decrease in January due to federal nutrition revenue trending lower compared to the budget of \$16,000. The offset by state nutrition revenue increases due to COVID-19 relief by \$0.75-\$7,000.

7. Expenses are forecasted at \$3.7 million as of January. Increase of \$5,000 in benefits. Approximately \$6000 was spent on the purchasing of computers. Increase in consulting expenses related to E-rate and Rosa Arrington Services totaling \$5,0000 in consulting services.

8. Fund Balance projected at \$455,000 for the current year and the ending fund balance is projected at \$452,000 at 25.5% of total expenses where there is a recommendation of only %15 minimum. The cash balance which includes the financing that NCHA will be doing during the deferral period. The cash will increase in February and decreasing by the end of the school year however, the projected balance at \$1 million.

9. Compliance reporting- LAUSD deadline is March 1, 2021.

- Motion made to approve – David Sams
- Second – Stephan Rinka
- Motion Carries (3 votes)

Interim Financial Report- Report four times to the authorizer:

- 1st interim is as of October 31, 2020 is the first time the financial authorizer receives the results.
- 2nd interim is reported as of January 31, 2021.
- Authorizer receives the unaudited results at the end of the fiscal year
- Audit report once the audit is completed

Projected revenues at about \$4,183,000 and the original budget was totaled at \$3,583,000. The reason for the difference was due to the original budget being based on the May revised budget that had a funding cut of about 8%. Surplus is forecasted to be at \$455,000 in regards to the revised budget.

- Motion made to approve – Dr. Christina Duran
- Second – Stephen Rinka
- Motion Carries (3 votes)

Executive Report

Re-opening of New Horizons Charter Academy-

1. Response to public comment-

- 1st response to Ms. Tanaka on the concern of Covid-19 safety protocols the school has in place- School has been open since October of 2020 to assist students that are most vulnerable. NHCA passed health inspection done by LA County Health Department. NHCA also follows the Centers for Disease Control (CDC) guidelines. The following protocols are being followed by NHCA:

1. Social Distancing- Desks are 6ft apart, all have screen/sneeze guards, hand sanitizer, wipes
2. Bathrooms- Reconfiguration (stalls are separated by 6 feet, only 2 students allowed and they will be escorted to and from the restroom).
3. Water Fountains- Reconfiguration; distribution of water bottles
4. Students will not share any technology or materials, etc. They will not share anything.
5. Purchase of PPE equipment has been bought (face shields, gloves, masks)
6. Currently we are serving the maximum number of allowed students. The only students that can attend campus are high needs students (Special Education, English Learners, etc...). NHCA is following the cohort model 1 (Mondays and Wednesdays) and 2 (Tuesdays and Thursdays). No more than 12 students can attend at a single time.
7. All HVAC ventilation has been upgraded
8. Janitorial services will be 3 times per day; currently they come 2 times per day
9. All faculty, staff, parents, and students will check-in via the Brightwheel Application which prompts them to answer Covid-19 pre-screening questions.
10. Every Thursday, Covid-19 testing takes place on campus to all faculty and staff on campus.
11. Parents are to notify NHCA of any Covid-19 exposure. They must notify the school if their child has any symptoms and must keep their child at home.
12. If parents are not ready to send their child to school, the child will continue with remote learning program.
13. Students will be divided in two Cohorts. Cohort A will be Monday and Wednesday and Cohort B will be Tuesday and Thursday. Each class has approximately 10-12 students. Maximum number of students that the LA County Health Department allows is 14 and 2 adults.
14. Teachers, Teachers Assistants (TAs), RSP Teacher will also social distance.
15. Students that are sick will go into the isolation room. Monitoring will be done at levels.

All safety protocols are on the website for public review.

- Motion made to approve – Dr. Christina Duran
- Second – Stephen Rinka
- Motion Carries (3 votes)

16. Teachers have been pushed up to Phase 1B for vaccination distribution sector as of March 1, 2021. Teachers will be placed on the priority list to get vaccinated.

Meeting adjourned at 4:26

Next Board Meeting – March 2021