

New Horizons Charter Academy

Board Meeting

April 5th, 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: 11:45 AM

Public Comments:

No Public Comments

Items for Action

Approval of Board Meeting Minutes (February 25th, 2021 Board Meeting) with revisions made:

- Motion made to approve – Dr. Christina Duran
- Second – David Sams
- Motion Carries (3-0 votes)

Monthly Financial Report

Financials for February 2021 (Charter Impact)-

There was no change in the Average Daily Attendance (ADA) is at 267 students compared to last month at 267 students. Average student attendance rate increased at 91% from last month of 90.8%. 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 \$4.26 million dollars. There was increase in State Funding as a result of increase in unduplicated rate - \$45,000.
2. Expenses forecasted at \$3.8 million. Increase in expenses includes increase in classified and administration extra hours and the purchasing of 300 computers for reopening of school because of decrease in COVID cases in Los Angeles. NHCA is forecasting a surplus of approximately \$463,000 and the ending fund balance at \$960,000. The cash balance at the end of February 2021 was \$857,000 and projected to be at \$724,000 at the end of the fiscal year.
3. Surplus forecasted at \$463,000 and ending fund balance at \$960,000. The cash surplus is about \$857,000 and will be projected to be at about \$724,000 by the end of the fiscal year, including deferral financing at 6% interest rate year.
4. Attendance data is tracked for instructional purposes and not revenue purposes. Average ADA is at 267 pupils compared to last month at 267 equalling to 91% compared to the prior months at 90.8%. Hold harmless not extended to Fiscal Year (FY) 2021-2022 per governor's recent budget proposal.
5. Expenses are forecasted at \$3.7 million as of February. Increase of \$5,000 in benefits. Approximately \$50,000 was spent on the purchasing of computers.
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.

Action Item – Approval and discussion of February 2021 Financials

- Motion made to approve – David Sams
- Second – Stephan Rinka
- Motion Carries (3-0 votes)

New Horizons Charter Academy student information system Illuminate will no longer be continued at the end of this school year. NHCA is required to transition to a new SIS system. Mr. Thomas, Executive Director has set up meetings with both AERIS and PowerSchool to review the pros/cons of both SIS systems and determine which presents the best transition between Illuminate and either AERIS or Powerschool. The AERIS team has developed the most comprehensive transition with the least amount of difficulty with re-entering data and streamlining the process. AERIS is also a local California company and is well aware of the California State Standards and has everything geared to match with California State Standards with its assessments and other system requirements. After discussing with various other Charter Schools that also have Illuminate, and with our SIS systems specialist Vireak Cheng at CharterImpact it is recommended that NHCA proceed with AERIS as the SIS solution for NHCA. I have provided the Board with the Transition plan and the costs for the purchase of the AERIS SIS program. AERIS has agreed to spread out the transition cost of the program over the terms of the implementation.

Action Item – Board to discuss and approve the new SIS system contract

- Motion made to approve – Mr. Sams
- Second – Stephen Rinka
- Motion Carries (3-0 votes)

Action Item – Board to discuss and approve Extra Days pay for Executive Director

Action Item is tabled at this time.

Action Item – Board to discuss and approve Employment Contract Addendum for Executive Director

Action Item is tabled at this time.

Executive Report

Re-opening of New Horizons Charter Academy-

- New Horizons Charter Academy has successfully reopened the Lankershim Campus to TK-5th grade based on recommendations from LA County Department of Health and NHCA continues to follow all 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.

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. As of the start of the in-person instruction on March 15th, 2021, all teachers and staff have been vaccinated for COVID19.

All safety protocols are on the website for public review.

New Horizons Charter Academy anticipates reopening the Fair Ave School Site for 6th-8th Grade based on information provided by the LA County Department of Health. Los Angeles has moved from the purple tier to the red tier which allows for 6th-12th grade students to return in-person via the hybrid model established. NHCA proposed to the Board to reopened the Fair Ave. Campus April 19th. The students who have chosen to attend in-person will be on-boarded the week of April 13th-16th. All students must have a baseline COVID19 negative test to attend April 19th. The Cohort Model will be put in place for 6th through 8th in the same manner as the TK-5th grade Hybrid model has been established at Lankershim campus.

Action Item – Board to discuss and approve reopening plan for Fair Ave. Campus 6th-8th Grade

- Motion made to approve – Dr. Christina Duran
- Second – Stephen Rinka
- Motion Carries (3-0 votes)

New Horizons Charter Academy is scheduled for its annual LAUSD Oversight Review on April 28th, 2021. This review will take placement remotely, however, the LAUSD Oversight Team will observe classrooms via Zoom.

Meeting adjourned at 1:05pm

Next Board Meeting – June 3rd 2021