

**BOARD MEETING MINUTES
December 5th, 2023 – 6:00 P.M.**

**BOARD OF DIRECTORS
DHARMA EDUCATIONAL INSTITUTE
DBA NEW HORIZONS CHARTER ACADEMY**

**6501 FAIR AVE., NORTH HOLLYWOOD, CA 91601
6:00 P.M. – Zoom Meeting
Join Zoom Meeting:**

Meeting ID: 841 7641 4368

I. CLOSED SESSION - Facilities

II. OPEN SESSION

A. CALL TO ORDER 6:00 PM

B. ROLL CALL

Present – Mr. David Sams, Ms. Ilana Youngheim, Ms. Mary Minassian, Mr. Gilbert Najm, Mr. Richard Thomas (Executive Director)

Absent – Dr. Mario Castaneda, Ms. Sharon Hansel-Cohen

No Public Comments.

Bea Italia (Office Manager/HR Manager), Xiomara Medrano, (Pupil Services Clerk), Marcos Ortiz (Dean of School Climate) present

C. Financial Reports/Action

1. Approval of October 24, 2023 Board Meeting Minutes

Motion to Approve Ms. Mary Minassian

Second Mr. Najm

Vote 4-0 Approved

2. Review and discuss 1st Interim Financials

The 1st Interim Financials were present and reviewed by Board of Directors.

Motion to Approve Mr. David Sams

Second Mr. Gilbert Najm

Vote 4-0 Approved

3. Prop39 Proposal for Facility Use Agreement for 2024-2025

New Horizons Charter Academy has created the Prop39 Proposal to request the district to enter into a Facility Use Agreement at Fair Ave Elementary. This is the school that NHCA is currently co-located. The submission deadline is November 1st, 2023. Presented are the tables of In-District ADA per grade and the expectation that NHCA will receive the same number of classrooms as this year. NHCA will have access to shared-use space, auditorium, covered-eating area, blacktop and library.

4. **Board Resolution to open New Banc of California Bank Account**
A resolution was drafted and discussed to transfer all bank operations to Banc of California as part of the necessity to create banking relationship with BOC to obtain a bridge loan for the tenant improvements for the Friar Property. The Board reviewed and discussed this new account.
Motion to Approve: Mr. David Sams
Second: Ms. Mary Minassian
Vote: 4-0 Approved
5. **Review and Discuss October 2023 Financial**
The Board reviewed the October Monthly financials, ADA, Budgets vs Actuals and relationships between revenues and expenses.
Motion to Approve: Mr. Gilbert Najm
Second: Ms. Mary Minassian
Vote 4-0 Approved
6. **Review and Discuss Compliance Monitoring and Certification of Board Compliance Review 23/24**
The Board Review the Compliance Monitoring and Certificate of Board Compliance document and determined the Charter was in compliance in all areas described on document.
Motion to Approve: Mr. David Sams
Second: Ms. Mary Minassian
Vote 4-0 Approved

D. Executive Director Report- ExecutiveDirector/Principal Mr. Thomas

1. **NHCA has completed its Fall NWEA testing for all students in English and Math.**
2. **NHCA has completed all its initial ELPAC testing for new EL identified students**
3. **Update on the Fair Ave Campus**
 - a. Due to extensive recruiting, NHCA has added 5 students.
 - b. Currently 93% attendance rate
 - c. Enrollment at 201 students
 - d. Plan is to open the proposed new campus for August 2024.
 - e. Board Meeting scheduled at LAUSD to vote on Material Revision regarding move to new Friar Campus for 24-25 school year.
 - f. January 30, 2024 next board meeting in person at Fair NHCA 6pm

.F. Meeting Adjourned 7:30 PM Motion to adjourn David Sams, Second Mary Minassian