

New Horizons Charter Academy

Board Meeting

June 28, 2022

Board Present – David Sams (Chairman), Dr. Christina Duran, Richard Thomas (ED), Ilana Youngheim, Arsen Alekryan

Not Present – Dr. Castaneda

Public - Guillermo Gomez, Geetha Huma C.P.A., Bea Italia

- I. CLOSED SESSION
 1. Facilities
 2. Employment Contract Negotiations
 3. Executive Director/Principal Performance Evaluation

Meeting Commenced at: 5:45 PM

Public Comments: None

Items for Action

Approval of Board Meeting Minutes (May 24, 2022 Board Meeting)

Dr. Duran – We appreciate the legend added to these Board Minutes.

- Motion made to approve – Dr. Duran
- Second – Mrs. Youngheim
- Motion Carries (4-0 Yes votes)

Executive Director/Principal Certificated Employment Contract 2023-2026 – The Board met during closed session to discuss ED/Principal performance and contract renewal for next 3 years. ED/Principal has met all expectations outlined in his duties and the Board agrees to renewal of 3 year contract at the end of the 2022-2023 school when ED/Principal current 3 year contract ends. Board agreed to 7% raise in salary. The new 3-year contract will begin effective July 1st, 2023 until June 30th, 2026.

- Motion made to approve – Mr. Sams
- Second – Mrs. Youngheim
- Motion Carries (4-0 Yes votes)

Extra Work Days compensation Executive Director/Principal – The ED/Principal present a list of tasks that need to be completed during summer break, winter break and spring break. The ED/Principal had to hire 4 new certificated teachers and assistant principal during the summer break, write a special grant with LACOE for rapid COVID tests kits in preparation of all students and staff returning from winter break as there as a new wave of Omicron COVID strain. Additionally, ED/Principal had to complete various tasks in preparation for the LAUSD oversight visit. The Board approves of the 8 additional days compensation at the computed daily rate..

- Motion made to approve – Mr. Sams
- Second – Mrs. Youngheim
- Motion Carries (4-0 Yes votes)

Brown Act Training 2022-2023 – New Horizons Charter Academy Board of Directors were provided Brown Act Training for upcoming school year. Discussion and review of Training Materials

- Motion made to approve – Mr. Sams
- Second – Dr. Duran
- Motion Carries (4-0 Yes votes)

Janitorial Services Contract 2022-2023 – New Horizons Charter Academy announced for public bid any janitorial service bids. NHCA received no proposals except from its current EC Cleaning Janitorial Vendor. The Board reviewed the contract terms for the upcoming school year and found them acceptable and reasonable.

- Motion made to approve – Mr. Sams
- Second – Dr. Duran
- Motion Carries (4-0 Yes votes)

School Calendar and Bell Schedules 2022-2023 – The Board reviewed the school calendar for 2022-2023 school year noting approved holidays, winter and spring break schedule and Pupil-free days. No changes recommended. The Board reviewed and discussed the bell schedules for TK-8th grade and confirmed their compliance with CDE guidelines as present by ED/Principal, no changes recommended.

- Motion made to approve – Dr. Duran
- Second – Mrs. Youngheim
- Motion Carries (4-0 Yes votes)

LAUSD Annual Oversight Report 2022-2023 – The Board reviewed report prepared by LAUSD Oversight Team. The ED/Principal shared each of the four sections of the report, Governance, Academics, Operations and Fiscal. It was noted that the school received a score of 3, 3, 3 and 4 respectively. No recommendations for improvement were required. Each section had comments and observation presented in the report. The Board discussed the report in detail with ED/Principal.

- Motion made to approve – Dr. Duran
- Second – Mrs. Youngheim
- Motion Carries (4-0 Yes votes)

Uniform Complaint Procedure 2022-2023 – The Board reviewed Uniform Complaint Procedure form as reviewed and prepared by school legal counsel Young, Minney and Corr. No changes necessary, as UCP is in compliance.

- Motion made to approve – Dr. Duran
- Second – Mrs. Youngheim
- Motion Carries (4-0 Yes votes)

Accounting Policies and Procedures Manual 2022-2023 – The Board reviewed Accounting Policies and Procedures Manual as reviewed and prepared by school backoffice financial support team, CharterImpact. No changes necessary, as Accounting Policies and Procedures are in compliance.

- Motion made to approve – Dr. Duran
- Second – Mr. Sams

- Motion Carries (4-0 Yes votes)

Monthly Financial Report

April and May 2022 Financials

1. Average Daily Attendance at - The average ADA 258 and 261, respectively, attendance rate at 89.4%.
2. Revenue – our revenue is forecasted at \$4.55MM (April), decreased from last month of \$530K. Forecasted for May 2022 \$4.57MM, decreased from last month of \$430K
3. Total Expenditures forecasted at \$4.2MM (April), with an increase of \$85K, primarily due to books and materials. May 2022 forecasted at \$4.4MM May, with an increase of \$92K, primarily due to increase in sub costs and SPED costs.
4. Surplus forecasted at \$253K (April) and \$236K (May).
5. Ending Funding Balance \$1.65MM (April) and \$1.7MM (May)
6. Cash Balance \$1.5MM (April) and 1.6MM (May), projected to \$1.9MM, including Prop 39 (Energy Grant).

- Motion made to approve – Dr. Duran
- Second Motion – Mr. Sams
- Motion Carries (4-0 Yes votes)

Review / Discussion / Approval of LCAP 2022-2023 (Presentation by ED/Principal)

The LCAP plan which outlined the previous LCAP goals and outcomes, and the Goals and Outcomes for 2022-2023 and 3 years ahead. The monies allocated to goals were outlined and discussed relative to meeting the objectives of the LCAP. The school has shared the LCAP with Parent stakeholder group, teachers and community forums. The goals and expectations outlined in the LCAP can be sustained by the budget monies obtained from fiscal resources and support student learning, parental engagement and safe learning environment. The Board discussed and reviewed and find the LCAP a sound representation of the school program and improvements and goals outlined for year ahead and the future years. The LCAP Budget Overview was presented by Geetha Huma (CharterImpact) The projected total revenue is \$5.208MM. The Total Projected expenditures is \$5.17MM. The LCAP Expenditures Table and Contributions Table were presented by Geetha Huma which outline the goals and expenditures tied to LCAP.

- Motion made to approve – Mr. Sams
- Second Motion – Dr. Duran
- Motion Carries (4-0 Yes votes)

Motion to renew position on Board of Directors for Dr. Duran for Term August 18, 2022 to August 17, 2024

- Motion made to approve – Mr. Sams
- Second – Mrs. Youngheim
- Dr. Duran recused herself
- Motion Carries (3-0 Yes votes)

Executive Director's Report

COVID 19 – As of June, NHCA have allowed both students and staff to come to school without wearing masks, but students, staff and parents are still highly encouraged to wear masks indoors. NHCA is encouraging everyone to get vaccinated based on current waive of infections in Los Angeles.

NHCA will plan to continue to conduct PCR tests weekly on both co-location campus and private campus for the safety of all staff and students for upcoming school year.

CAASPP and ELPAC Testing – NHCA has completed all of its testing and are looking forward to showing growth as a school for 3rd to 8th and within all our sub-group populations, (EL, SED, Latino, White, SWD).

8th Grade Graduation will be held at Fair Ave on June 14th, 2022 at 4pm. Next school year will resume on August 15th, 2022.

Meeting adjourned at 6:30 PM

Next Board Meeting – August 30th – 5:45

LEGEND

<i>Academic Terms</i>	<i>Financial Terms</i>
<i>SARC – School Accountability Report Card</i>	<i>MM – million dollars</i>
<i>ADA – Average Daily Attendance</i>	<i>K – thousand dollars</i>
<i>LAUSD – Los Angeles Unified School District</i>	
<i>CAASSP – California Assessment of Student Performance and Progress</i>	
<i>Prop 39 – a school facilities-based initiative</i>	
<i>Prop 39 – a reallocation of funding for previous years rent to LAUSD</i>	
<i>ELPAC – English Language Proficiency Assessment California</i>	
<i>CAASPP – California Assessment of Student Performance and Progress</i>	