

AGENDA  
**BOARD MEETING**  
**March 25, 2024 – 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

Zoom Passcode – Call School Office (818) 655-9602  
Zoom URL Link

<https://us02web.zoom.us/j/84176414368?pwd=NWdCdUlxWkRIYkY4Si9lUFhxSndzZz09>

**INSTRUCTIONS FOR PRESENTATIONS TO  
THE BOARD BY PARENTS AND CITIZENS**

The New Horizons Charter Academy (“School”) welcomes your participation at the School’s Board meetings. The purpose of a public meeting of the Board of Directors (“Board”) is to conduct the affairs of the School in public. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
2. “Request to Speak” forms are available to all audience members who wish to speak on any agenda items or under the general category of “Oral Communications.” “Oral Communications” is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to two (2) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. You may also complete a “Request to Speak” form to address the Board on Agenda items. With regard to such agenda items, you may specify that agenda item on your “Request to Speak” form and you will be given an opportunity to speak for up to two (2) minutes when the Board discusses that item.
4. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 5955 Lankershim Blvd, North Hollywood, California.

*In compliance with the Americans with Disabilities Act (ADA) and upon request, New Horizons Charter Academy may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order participate in Board*

*meetings are invited to contact the Executive Director's office.*

**MODIFIED MEETING PROCEDURES DURING COVID-19 (CORONAVIRUS) PANDEMIC:**

As per Executive Order N-29-20 from Governor Newsom, the meetings of the Board of Directors of the New Horizons Charter Academy will move to a virtual/teleconference environment using Zoom. The purpose of the Governor's executive order is to control the spread of Coronavirus and to reduce and minimize the risk of infection by "limiting attendance at public assemblies, conferences, or other mass events." The Governor's executive order on March 20, 2020, waived the requirement for a majority of board members to physically participate in a public board meeting at the same location. The intent is not to limit public participation, but rather to protect public health by following the Governor's Stay at Home executive order and the Los Angeles County's "Safer at Home" order.

**Instructions for public comments at board meetings conducted via Zoom:**

*If you wish to make a public comment, please follow these instructions:*

1. A Google survey "sign-up" will be open to members of the public 30 minutes prior to the public meeting. This survey will take the place of the "speaker cards" available at meetings: <https://tinyurl.com/y9qojjwv>
2. Speakers are requested to select if they wish to address the board regarding a specific agenda item or a non-agenda item.
3. Speakers are asked to attend the board meeting virtually through the Zoom invitation link on the top of the agenda.
4. When it is time for the speaker to address the board, his/her name will be called, if speaker chose to provide, by the Board Chair and the requesting speaker's microphone will be activated. Each speaker signed up will have two minutes to address the Board.
5. Speakers are not required to rename their Zoom profile with their real name.
6. After the comment has been given, the microphone for the speaker's Zoom profile will be muted.

**I. CLOSED SESSION - Facilities**

**II. OPEN SESSION**

**A. CALL TO ORDER**

**B. ROLL CALL**

	Present	Absent
Mr. David Sams (Chairman)	_____	_____
Ms. Ilana Youngheim	_____	_____
Dr. Mario Castaneda	_____	_____
Ms. Mary Minassian	_____	_____
Mr. Gilbert Najm	_____	_____
Ms. Sharon Hansel-Cohen	_____	_____
Mr. Richard Thomas (Executive Director)	_____	_____

**II. COMMUNICATIONS/ITEMS SCHEDULED FOR ACTION**

- A. ORAL COMMUNICATIONS: Non-agenda items: no individual presentation shall be for more than two (2) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.
  
- B. For Information: Executive Director/Principal's Report regarding:
  - 1. Executive Director/Principal Report
  
- C. Board/Staff Discussions/Items Scheduled For Action
  - 1. Approval of Minutes February 20, 2024 Board Meeting
  - 2. Board Resolution Open of new bank account Banc of California
  - 3. Board Resolution to Open CD Account
  - 4. Financial Presentation of February 2024 Financials
  - 5. Review, Discuss Accounting and Fiscal Policies
  - 6. Review, Discuss DelTechis IT Services Contract
  - 7. Review, Discuss EFG Invoices/Check Request Friar Property
  - 8. Prop39 Facilities Use Agreement Request 24/25 school year
  - 9. Executive Director/Principal Report