

# New Academy Charter School

## Minutes

### NEW Academy Charter School Board Meeting

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#### Date and Time

Wednesday February 26, 2020 at 5:00 PM

#### Location

NACP 21425 Cohasset St. Canoga Park, CA 91303, NASA by remote access at 303 S.LOMA DR., LOS ANGELES, CA 90017,

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#### Public Comment Notice:

Individuals and representatives of organizations are invited to address the Board on any subject that falls within the Board's purview. If the item will be acted on at the Board Meeting, speakers are called on to speak prior to Board action on the item and in the first section of the public comment period. If the speaker's topic will not be voted on at the Board Meeting, their presentation is also made during the Comment portion of the meeting, but after comment on actionable items. Each speaker is limited to a three-minute presentation. The time is doubled if an interpreter is required.

**NOTE: This meeting will be recorded as required by law. If you would like to participate, please gain access to the meeting by dialing in using the number and meeting ID below.**

**DIAL IN:** 1 669 900 6833 (US)

**ENTER Meeting ID:** 525 419 569

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#### Directors Present

B. Bradley (remote), B. Stotzer (remote), M. Arias (remote), P. Didonato (remote), V. Gil (remote)

#### Directors Absent

G. Simpson

#### Guests Present

Alma Marquez, C. Guerrero (remote), Cindy Frantz, edtec, D. Martinez (remote), E. Castro (remote), E. Todd (remote), H. De Revere (remote), Jazmine Estrada edtec, M. Sanchez (remote), N. Jackson (remote), N. Molina (remote), P. McBride (remote), Ron Solorzano

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#### I. Opening Items

##### A. Record Attendance and Guests

##### B. Call the Meeting to Order

V. Gil called a meeting of the board of directors of New Academy Charter School to order on Wednesday Feb 26, 2020 @ 5:00 PM at

NACP 21425 Cohasset St. Canoga Park, CA 91303, NASA by remote access at 303 S.LOMA DR., LOS ANGELES, CA 90017,

**C. Public Comment**

NONE

**D. Approval of the Minutes-January 22, 2019-Action Item**

B. Bradley made a motion to approve the minutes from 01/22/2020 NEW Academy Charter School Board Meeting on 01-22-20.

B. Stotzer seconded the motion.

with suggested corrections during the discussion The board **VOTED** unanimously to approve the motion.

**Roll Call**

B. Bradley No

P. Didonato No

V. Gil No

B. Stotzer No

M. Arias No

G. Simpson Absent

**II. Finance**

**A. January Financials-Action Item**

M. Arias made a motion to approve the January 2020 financial.

B. Bradley seconded the motion.

C. Frantz, Director of Client Management for EdTec, provided the January 2020 financial statements, check register and analysis for both NASA and NACP. This includes a big picture view of the schools' current and projected budgets for the academic school year.

The handout provides detail on the income, expenses, and check register activity.

(see attached handout for details discussed) The board **VOTED** unanimously to approve the motion.

**Roll Call**

B. Bradley Aye

B. Stotzer Aye

P. Didonato Aye

G. Simpson Absent

V. Gil Aye

M. Arias Aye

**B. Approve Check & CC registers December & January-Action Item**

B. Bradley made a motion to approve the check and credit card registers for Dec 2019 & January 2020.

B. Stotzer seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

B. Bradley Aye

P. Didonato Aye

B. Stotzer Aye

G. Simpson Absent

V. Gil Aye

M. Arias Aye

**C. Board on Track Contract Renewal-Presentation**

No presentation took place

**D. Grant Writing Service Recommendation and Contract-Action Item**

B. Bradley made a motion to request 3 bids from the known/available grant writing vendors for both 6 months and 12 months.

M. Arias seconded the motion.

The board has discussed retaining a grant writing contractor to help write grants to support the programs that the schools need to pursue in the areas of STEM and Arts. They have access to all kinds of resources. It is recommended that an advisory committee meet with the grant writers. They have identified three companies. The board **VOTED** unanimously to approve the motion.

**Roll Call**

G. Simpson Absent

P. Didonato Aye

B. Stotzer Aye

V. Gil Aye

M. Arias Aye

B. Bradley Aye

**E. School Funding for Club Activities and Technology Updates-Information Only**

**III. Education Committee/Academic Excellence-Information Only**

**A. School Administrator Reports-Information Only**

Funds were previously approved (\$18K) to secure laptops for NASA. The school is looking at the most economical manner to secure laptops, whether it is leasing versus purchase. Schools will report back.

NACP - Dr. Clara Guerrero provided information:

- Enrollment – small drop due to moving out of states, some moved to other schools.
- ELPAC testing starting on 3/9/20. Ms. Molina working hard on this and is training the teachers to prepare.
- Parents spoke about the various school activities at today's Town Hall and applauded the work they are doing with parents.
- Copy of 2020-2021 school calendar with instructional minutes was provided for review
- Website was updated and includes a monthly picture gallery. The school is working with Beehively to get everything updated.
- Enrollment lottery was held on 2/5/20 and all spots filled; some students are on wait list. Currently waiting for parents to respond and accept to enroll their children. Packets went out to families.
- ELD training. Dr. O'Brian is working with the dual language academy. Working with Navelle Molina.
- Started using "Artists in the Classrooms," and they teach Percussion, Dance and Visual Artists. NASA also uses this vendor.
- The Masterpiece: The book binding will be painted on the stairs.

NASA – Dr. Todd provided information

- Shared the school newsletter and Academic Benchmark report dated 12/17/19.
- Coffee with the Principal has been a success
- Mr. Martinez is preparing as part of the report for next week the data that they want us to have the SBAS ( Smarter Balanced Assessment System) DATA and he will be prepared to share this data when we meet again after our school visit. NACP are doing the same data gathering and analysis since their visit is on 3/10/20. Ms. Jackson is working on the ELD activity.

#### **B. Visiting Teachers from Spain Project-Information Only**

Dr. Guerrero has been invited to participate in this program which goes through the Gobierno de Espana (Government of Spain) and LAUSD. They have changed the standards and invited Dr. Guerrero to be a part of this. LAUSD will pay for the 3-day trip to Madrid, Spain in May 27-29, 2020, to interview teachers who are fully credentialed for California teaching standards, are fluent in English, are knowledgeable on the cultural differences, and if selected, will be contracted for 1 to 5 years. They will share Spanish cultural programs/activities with the students. They are pre-screened. They are current teachers who will give up their job to come and work in the US.

#### **C. Student Data Review**

The Benchmarking Report is important and will be reviewed – see 12/17/2019 reports  
NACP: see NACP 2019-2020 Internal Data Report

Ms. De Revere reported on this orally regarding Language, Reading, MAP testing.

- Positives moves were made during this grading period and the reading level expectation jumped.
- Math: The forecast is that the numbers will move from not meeting to meeting and to exceeding. Will establish the benchmarks at each grade to show the growth.
- Ms. Molina – ELD has shown improvement in student achievement. She analyzed the data and made recommendations on meeting the students' needs.
- Grade K-2 – identified greater need for phonological awareness
- Gr 2 – meeting with students, more 1-1 conferences to identify areas to work on.
- Gr 3 – lacking comprehension techniques so need to focus on shorter text and then cite evidence to prove their claim. The after school clubs are reinforcing these skills.

### **IV. Governance and Strategic Planning**

#### **A. Board on Track Contract Renewal-Action Item**

B. Stotzer made a motion to not to renew the contract.

B. Bradley seconded the motion.

The board **VOTED** unanimously to approve the motion.

##### **Roll Call**

B. Stotzer Aye

P. Didonato Aye

B. Bradley Aye

M. Arias Aye

G. Simpson Absent

V. Gil Aye

The Board did not find this useful and felt that it should not be renewed. However, Board on Track agreed to allow us to finish the contract and continue use until February 2020.

#### **B. 2020-2021 School Calendar and Instructional Minutes Approval-Action Item**

B. Bradley made a motion to to approve the calendars for NACP and NASA since both meet the minimum instructional minutes.

M. Arias seconded the motion.

The board **VOTED** unanimously to approve the motion.

##### **Roll Call**

B. Stotzer Aye

P. Didonato Aye

G. Simpson Absent

V. Gil Aye

M. Arias Aye

B. Bradley Aye

**C. Comprehensive School Safety Plans (CSSPS)-Action Item**

B. Stotzer made a motion to approve the Comprehensive Safety Plan (CSSPS).

B. Bradley seconded the motion.

This is a 300 -page document copy in each of the school offices. It is the same document for both schools. The only difference are the names of the personnel and their duties. This year, they added a section to the safety plan on active shooter which was done by the Los Angeles Police Department. (See copy provided at the meeting). The board **VOTED** unanimously to approve the motion.

**Roll Call**

G. Simpson Absent

B. Bradley Aye

V. Gil Aye

B. Stotzer Aye

P. Didonato Aye

M. Arias Aye

**D. Audit Firm Selection-Action Item**

B. Bradley made a motion to authorize the finance committee to review and select the new auditor.

B. Stotzer seconded the motion.

Our current firm will no longer be doing business with us. We have been looking for a replacement auditor firm. We have acquired the names of several firms approved by the State Controllers office. The Finance Committee will review these. The board **VOTED** unanimously to approve the motion.

**Roll Call**

B. Stotzer Aye

B. Bradley Aye

V. Gil Aye

G. Simpson Absent

M. Arias Aye

P. Didonato Aye

**E. Board of Directors Meeting Schedule 2020-2021-Action Item**

B. Stotzer made a motion to accept the Board of Directors Meeting Schedule for the next academic calendar year.

P. Didonato seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

V. Gil Aye

B. Stotzer Aye

M. Arias Aye

P. Didonato Aye

G. Simpson Absent

B. Bradley Aye

**V. Closing Items**

**A. Adjourn Meeting**

B. Stotzer made a motion to Adjourn the meeting at 7:30pm.

V. Gil seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

V. Gil Aye

P. Didonato Aye

M. Arias Aye

B. Bradley Aye

B. Stotzer Aye

G. Simpson Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:30 PM.

Respectfully Submitted,

V. Gil

# New Academy Charter School

## Minutes

### NEW Academy Board Meeting

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#### **Date and Time**

Wednesday May 20, 2020 at 5:00 PM

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#### **Public Comment Notice:**

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**NOTE: If you would like to participate, you may gain access to the meeting by dialing in using the number and meeting code below. Phone access is available at both school locations.**

#### **Join Zoom Meeting**

<https://mula.zoom.us/j/6894541581>

Meeting ID: 689 454 1581

#### **DIAL IN: Phone:**

+1 669 900 6833 US

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#### **Directors Present**

B. Bradley (remote), B. Stotzer (remote), G. Simpson (remote), M. Arias (remote), P. Didonato (remote), V. Gil (remote)

#### **Directors Absent**

*None*

#### **Guests Present**

C. Guerrero (remote), Cindy Frantz, edtec, D. Martinez (remote), E. Castro (remote), E. Todd (remote), H. De Revere (remote), Jazmine Estrada, edtec, M. Sanchez (remote), N. Jackson (remote), N. Molina (remote)

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#### **I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

V. Gil called a meeting of the board of directors of New Academy Charter School to order on Wednesday May 20, 2020 @ 5:00 PM.

**C. Public Comment**

NONE

**D. Approval of Minutes-April 22, 2020: Action Item**

B. Bradley made a motion to Approve April 22, 2020 minutes as amended.

G. Simpson seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

G. Simpson No

B. Stotzer No

P. Didonato No

V. Gil No

M. Arias No

B. Bradley No

**II. Finance**

**A. Review Proposed 2020-21 Budget**

B. Bradley submitted the budget for Board review and noted that it will be considered for Board action at the next meeting. While both schools currently anticipate ending in the positive, we still need to further assess the impact of COVID and the pending release of the state budget.

Bradley made a motion to table the approval of the proposed budget until additional information is available and G. Simpson seconded the motion.

B. Bradley made a motion to table the approval of the proposed budget until additional information is available.

G. Simpson seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

P. Didonato Aye

B. Stotzer Aye

V. Gil Aye

G. Simpson Aye

M. Arias Aye

B. Bradley Aye

**B. Approve Check and CC Registers April-Action Item**

B. Bradley made a motion to approve check registers and credit card accounts for both schools.

V. Gil seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

V. Gil Aye

B. Bradley Aye

B. Stotzer Aye

P. Didonato Aye

G. Simpson Aye

M. Arias Aye



### III. Academic Excellence

#### A. School Site Administrator Reports-Information Only

Principals highlighted their Administrative reports. Each discussed the challenges families are having in getting internet connections and having the proper equipment to be able to be have the students be on-line for their respective IA classes. Both schools are planning virtual graduations. Discussion centered on how the staff was doing and what type of assistance is needed for families.

- It was noted that New Economics for Women has brought in Luminarias, mental health service provider, food and after school support for both the staff and families. Staff is also given the opportunity to use Employee Assistance Program.
- The Covid Operations Report needs to be approved by July 1 and will be approved at the June board meeting.
- B. Bradley asked about the numbers of families that have not been reached.
  - Office staff and parent advocate are following up at both schools. Percentage is very low. Working on making sure all families have internet.
- Both schools keep track of teacher and IA sessions with students (excel sheets) and maintain daily attendance records and administrators attend online sessions just as if they were at the school site
- Charter Operated group and school Sunshine Committee has events with the teachers. they still recognize
- Written School Site Administrator reports and COVID update report are available and include more detail (see board packet).
- Teachers at both schools will prepare end of the year reports.

### IV. Governance

#### A. Employee Benefits-Action Item

C. Mayer developed an analysis of Employee benefits using different benefit percentages and projections of employee contributions. Board members agreed that additional analysis was needed and asked staff have our insurance broker to provide an analysis of the various scenarios we should consider in time for our renewals. The Board requested that the following analysis be provided

- Consider the same benefit package and insurance for both schools
- Increase Employee Benefit contribution to 5%, 10%
- Limit family member coverage

B. Stotzer made a motion to table the item and schedule a meeting to discuss this item in June 2020 after the meeting with the broker.

G. Simpson seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### Roll Call

V. Gil Aye  
P. Didonato Aye  
M. Arias Aye  
B. Bradley Aye  
B. Stotzer Aye  
G. Simpson Aye

#### B. School Site Administrator Annual Evaluations-Information Only

The Board agreed that each Administrator provide a reflection piece to include challenges and success, how have they partnered with NEW and include goals for the coming year on working with key community partners.

**C. Employment Agreement for Administrators and Certificated Staff-Action Item**

B. Stotzer made a motion to approve the contract and that the attorney create an addendum that includes the work conditions given the COVID requirement that must be met for distance learning and new accountability standards.

V. Gil seconded the motion.

The Board reviewed and discussed the employment agreement as it related to the new distance learning environment the schools may be required to do in the future. The board

**VOTED** unanimously to approve the motion.

**Roll Call**

B. Bradley Aye

B. Stotzer Aye

M. Arias Aye

G. Simpson Aye

V. Gil Aye

P. Didonato Aye

**V. Closed/Executive Session**

**A. A. Section 54957: Public Employee Discipline/Dismissal/Release-Action Item**

B. Stotzer made a motion to renew the contracts as recommended by the principals.

V. Gil seconded the motion.

The Board discussed and approved the renewal of contracts as recommended by the principals. The board **VOTED** unanimously to approve the motion.

**Roll Call**

P. Didonato Aye

V. Gil Aye

B. Bradley Aye

M. Arias Aye

B. Stotzer Aye

G. Simpson Aye

**B. Real Estate Negotiation and Update-Action Item**

B. Stotzer made a motion to approve the contract in reference to real estate matters and ongoing negotiations.

P. Didonato seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

G. Simpson Aye

B. Stotzer Aye

P. Didonato Aye

V. Gil Aye

M. Arias Aye

B. Bradley Aye

**VI. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,  
V. Gil