

**New Academy Charter Schools Board Meeting
Minutes
Date and Time
Wednesday October 21, 2020 at 5:00 PM PDT**

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: If you would like to participate, you may gain access to the meeting by entering the zoom link (URL) in your browser or meeting code below. Phone access is available using the DIAL IN PHONE NUMBER below:

Join Zoom Meeting

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

DIAL IN: Phone:

1 669 900 6833

Meeting ID:

689 454 1581

Present:

Board Members:

Victor Gil, President

Martha Arias, Vice President

Brent Bradley, Member

Bea Stotzer, Member

Pat DiDonato, Secretary

Staff and Guests:

Dr. Marta Sanchez, consultant

Dr. Clara Guerrero, NACP Principal

Dr. Eric Todd, NASA Principal

Heather De Revere NACP Asst. Principal

David Martinez, AP, NASA Asst. Principal

Navelle Molina, NACP ELD

Nelsy Jackson, NASA ELD

Patricia McBride, NACP

Eddie Castro, NASA Director of Operations

Ana Chavez, NASA parent liaison

Karla Chavez, Teacher

Yoanna Sanchez – Valenzuela – NACP, Parent Liaison

Cristina Mayer- NACP, School Administrator

Mr. Martin Flores, NASA Teacher

Joanna Espinoza, NASA Teacher

Ana Chavez, NASA, Parent Liaison

Edtec Staff: Cindy Frantz, and Jazmine Espinoza,

Purpose

Presenter

1. Opening Items

- a. Record Attendance & Guests
- b. Call the Meeting to Order
- c. Public Comment

V Gil

2. Consent Calendar

- a. Approve Minutes: September 23, 2020 Vote P. DiDonato
 - B. Bradley mentioned that the minutes has minor grammar edits that need to be corrected. Heather De Revere needs to be added as attendee on these minutes.
 - B. Bradley made the motion to accept the September 23, 2002 board minutes.
 - M. Arias seconded this motion.
 - The board VOTED unanimously to approve the motion.
 - Roll Call : B. Brent, Aye, B. Stotzer, Aye, V. Gil, Aye, P. DiDonato, Aye, M. Arias, Aye

3. Public Comment: None

4. Finance

a. edTec Financial Presentation – Cindy Frantz

The Finance Committee met with edtec on Friday, 10/19/2020 to discuss the most recent financials, including the check register, invoices, and budget matters. The finance committee's review did not find any discrepancies and are comfortable with accepting the reporting.

Cindy Frantz went over the document highlights covering both of the schools' financial positions. See document, "N.E.W – Oct Board Meetings (FY21 Sept. Financials)," for details. This covers 2 reporting periods for the FY 2020-2021.

- CARES ACT Restricted LLM Funding

A key item that the schools must track and utilize is the restricted LLM funding, which is part of the larger CARES Act funding. This must be spent following stringent requirements no later than 12/31/2020, otherwise it must be returned.

The attached document outlines how the remaining funds will be spent. The schools will continue to work with edtec to keep track and ensure that it is expenditures are in compliance with regulations.

- Net Income Forecast FY'21

NASA – FY 21 net income amounts for the current forecast was discussed. There are some minor changes in income and expenses. Net income for both schools changed slightly due to changes in revenue and expenses (See edtec report).

- Cash Position

Cash will be affected by the revenue deferrals expected in the spring 2021 and will be paid later in the Fall 2021. Cash is expected to decline but will be recuperated once funds are received. Both schools expected to be in good shape due to their strong cash positions.

- After School Program (ASES)

The after-school program has remaining grant funding from the prior year which must all be spent by 12/31/2020. At NACP, its provider, LA's Best did not provide services after March 2019. NACP is working on getting an approved after school provider.

b. Approve Check Register from Sept.2020-Action Item

Vote

The finance committee reviewed the check register activity and received clarification on some large items -school administrators clarified the related activity.

B. Bradley made a motion to approve the check register.

B. Stotzer seconded it.

The board VOTED unanimously to approve the motion.

Roll Call : B. Brent, Aye, B. Stotzer, Aye, V. Gil, Aye, P. DiDonato, Aye, M. Arias, Aye

c. COVID Restrictive Funds

Update

This covers the LLM CARES Act restricted funds and was covered as part of edtec's financials presentation. See item number "4" above.

5. Action/Discussion Items

a. Approve Parent Involvement Policy – Action Item

Vote

Dr. Guerrero/Dr Todd

The updated Parent Involvement Policy documents for NEW Academy were provided to the board for their review and approval (see attached). The policy outlines parent involvement efforts in school programs

B. Bradley made a motion to approve the Parent Involvement Policy.

M. Arias seconded it.

The board VOTED unanimously to approve the motion.

Roll Call: P. Didonato Aye, V. Gil Aye, M. Arias Aye, B. Bradley Aye, B. Stotzer Aye

b. Approve Homeless Education Policy – Action Item

Vote

Dr. Guerrero/Dr Todd

This policy was shared with the board in advance. This policy specifically addresses education issues with the schools' homeless families and their needs.

B. Stotzer made a motion to Homeless Education Policy

M. Arias seconded the motion

The board VOTED unanimously to approve the motion.

Roll Call: P. Didonato Aye, V. Gil Aye, M. Arias Aye, B. Bradley Aye, B. Stotzer Aye

6. Academic Excellence – Information Only

a. School Site Administrator Reports

Discuss

Dr. Guerrero/ Dr Todd

(see written reports provided)

7. Technology Updates – Information Only

a. BeeHively is working on the school websites that are to be linked and have a similar look for both. The vendor was to provide technical support, but they were not doing this due to COVID.

- The NACP website was updated by BeeHively and is working well.
- Techabee is the service division of BeeHively. BeeHively provides the website servicing.
- The contracts for NASA and NACP are similar for the servicing portion.
- NACP's network is through LAUSD and it is Spectrum.
- NASA's network is through its service contract with BeeHively who monitors the network.
- Dr. Todd indicated that the schools are both developing Technology Plans covering future needs. The plan will include a more robust technological system which provides more bandwidth, better platforms for parents, students and teachers, and supports hybrid teaching methodologies. This will be brought to the board for approval of the cost.

8. NACP Painting Update- Information Only

- Cristina Mayer School Business Manager gave a report on the process of securing a paint contractor for the school's exterior.
- The process includes doing a BBB review, a Yelp review, and vetting the contractor's state licensing board to confirm that they are legitimate and up to date on their licensing requirements. Three bids were received, but the school would like to continue seeking bids.
- Bids received from three painting companies ranged in price from \$142K to \$102K. There was missing information.
- The board mentioned that the budget did not include this large expense and needs to consider how to pay for it since revenues will be deferred beginning in the Spring 2021.
- B. Stotzer stated that NACP pays LAUSD a certain percentage that is to be used towards building upgrades and other things. Dr. Guerrero will reach out to Maria Thorpe, the LAUSD contact, to find out if LAUSD will cover these costs.

9. Grant Writing- Information Only

- P. DiDonato provided a brief overview of edtec's Grant Writing services. P. DiDonato, B. Bradley and Dr. Todd met with grant writer Stephanie Torres in July 2020. P. DiDonato shared the scope of edtec's services which includes a review of a grants being prepared by the schools, research on available grants, and assisting with all the grant applications. The cost is based on the contracted services and the school does not have to enter into a long-term expensive contract. The fees are very reasonable.

- The board and staff agreed that they would like to use edtec to assist in their grant writing since edtec is already working with and is familiar with the schools.
- The board asked the principals to develop a list of overall needs and some areas that they want to pursue with edtec's grant writing staff. P. Didonato will set up a follow up meeting.
- The pursuit of grants will tie to the Public Relations and Marketing efforts. We can bring Alma Vivian Marquez onboard to assist.

10. Governance: Action Item

a. Board Retreat Date

V. Gil

The Board Retreat will be held on Friday, November 13, 2020 at 2:30 to 4:00 p.m. via Zoom. Sessions will include strategic planning, viable solutions to implement the strategic plan and the Brown Act Training.

Closing Item

Public Relations

The board requested a status report from the Communications Expert, Alma Marquez of Del Sol, at the next board meeting.

11. Adjourn Meeting

B. Bradley made a motion to adjourn the meeting.

P. DiDonato seconded the motion.

The board VOTED unanimously to approve the motion

Roll: B. Brent, Aye, B. Stotzer, Aye, V. Gil, Aye, P. DiDonato, Aye, M. Arias, Aye

Meeting adjourned at 7:04 p.m.