



**MINUTES OF THE 01/30/20 BOARD MEETING OF THE
BOARD OF DIRECTORS OF
LENNOX MATH, SCIENCE AND TECHNOLOGY ACADEMY
(A California Non-Profit Public Benefit Corporation)**

I. PRELIMINARY

A. CALL TO ORDER

Dr. Bruce McDaniel, Chair of the Board, called the meeting to order on the date, time and place set forth as follows:

Time: 5:35pm

Date: 01/30/20

Place: Lennox Academy Staff Lounge

Dr. McDaniel welcomed everyone and thanked everyone for coming.

B. ROLL CALL

	Present	Absent
Almaraz, Samuel	_____	__ <u>X</u> __
Andrade, SP	__ <u>X</u> __	_____
McMichael, Shuna	_____	__ <u>X</u> __
Latuner, Karen	__ <u>X</u> __	_____
McDaniel, Bruce	__ <u>X</u> __	_____
Rector, Pam	_____	__ <u>X</u> __
Stabile, John	__ <u>X</u> __	_____

B. FLAG SALUTE

Dr. McDaniel asked Mr. Stabile to lead the group in the flag salute.

C. APPROVAL OF MINUTES FROM 11/21/19 MEETING

Mr. Stabile motioned to approve minutes, second by Ms. Latuner. All in favor. None opposed.

E. APPROVAL OF AGENDA

Dr. McDaniel asked if there were any additions or corrections. Mr. Mena shared there were none. Ms. McMichael motioned to approve agenda, second by Mr. Stabile. All in favor. None opposed.

II. OPEN SESSION

A. COMMUNICATIONS

RECOGNITIONS/PRESENTATIONS

- a. Presentation from ASB Students – Ricardo Santa shared how Valeria Gonzalez stepped down as president, as such, he is now the ASB President and Kimberly is now representing as the Vice President. Team shared plans for Winter Formal, scheduled for January 31st, as well as Random Acts of Kindness week, February 3rd – 7th. Information also shared about Arts Night, scheduled for February 7th. Ms. Andrade asked about procedures for the night and if students would hear about the process/artist who practiced technique being taught to students; for now, event has been limited to 20 students, in hopes of bringing more of the arts for those interested in tapping into their creative side.

- b. Presentation from Spanish Department– Ms. Garcia, department chair, shared PowerPoint presentation with the Board. Ms. Garcia talked about vertical alignment within their department – they try to meet on a monthly basis to ensure that they are working on skills in preparation for AP from Spanish I – AP Spanish. The department has gone back to align curriculum with updated themes addressed in the AP Exam – shared how they are all themes that relate to their current lives. Students in Spanish III have the opportunity to take the AP Spanish test after they’ve completed their 3rd year of Spanish at the Academy. Ms. Andrade asked what the success rate has been in the past. Ms. Garcia shared that all but 1-2 usually don’t pass out of the 6-7 students from Spanish III who choose to take it since not everyone chooses to take it; Ms. Andrade asked if there was something to help motivate them. The majority of kids take Spanish II, III, AP, and then take the AP exam; students in Spanish III, are given the choice to take it. Examples of themes discussed shared. Mr. Stabile asked if all students who take the AP Spanish class, take the AP exam. Response – Yes.

Noe Camarena, AP Spanish student, presented information about a class project. PowerPoint shared. He introduced Emanuel Arevalo, AP Spanish student, who continued to present information about another class project. He then introduced Gustavo Castillo, AP Spanish student, who shared more about the project and discussed student accountability. He then introduced Elidia, AP Spanish student, who talked about her Domestic Violence project. The Board asked the students questions about their group projects.

- c. Presentation from Christy White Associates regarding fiscal audit (Vanessa Pineda) – Ms. Vanessa Pineda shared information to the board. Ms. Pineda shared how the highest rating one can earn through the audit is an “Unmodified opinion,” which is the best/top opinion and means there were no material differences and no material weakness; Ms. Pineda shared how this is the first

audit she presents that has no findings; no findings in federal; there were also no findings previous year. Ms. Pineda thanked Mr. Mena and the back office support for a smooth audit with no findings, earning a “Unmodified Opinion.”

- d. **Fiscal Status – Charter Impact.** (Spencer Styles) – December actuals and updated projections. Since no meeting in December, Mr. Styles shared that he has included the November checks to have full transparency on all activity. Highlights: current ADA is still higher than what was projected; no significant change from prior month; Presentation shared with the Board; Graph shows – projected annual surplus after since the start of the year.

Attendance – actual enrollment lower than the forecast; but since the ADA is higher, it explains positive – funding based on ADA not enrollment; graph – budgeted enrollment and ADA, actual enrollment – typical dips in December/holidays. Mr. Styles highlighted the overall positive attendance at school. Ms. Andrade asked if there had been a bigger push for attendance this year. Examples of some activities to help maintain good attendance were shared with the board.

Changes in revenue are differences due to timing; actual expenses and projected expenses were reviewed; currently projecting to be overbudget by 200K in expenses, primarily due to the salary increase the Board approved for all staff; currently 90K under budget in terms of spending; Mr. Styles highlighted that the school is good shape. Mr. Styles talked about how despite being in good shape, the school needs to plan for a deficit in December, that results because of the timing of when state/federal funds come in.

Reserves – Forecast include the collection of 65k of the 18-19 fiscal year; reserves allows the school to purchase what it needs since the first check doesn’t come in until much later; this should be considered when looking into investment options and how much to put into that; you want to plan for low point in September. For example, Special Ed funds that were “received” yet, have not come in yet since the SELPA is usually late in paying that out to schools.

The board thanked Mr. Styles and had no questions.

- e. **Presentation from Principal (Mario Villanueva) regarding status of Parent Advisory Committee (PAC)** – Mr. Villanueva provided an update on the Parent Advisory Board; parents have always been good about forming ad hoc committees; have tried to form more consistent group. Information was shared to parents in weekly memo – recruiting parents from all grade levels, and one of key points to help provide input on and help increase parent engagement. Would like to see them be more involved with decision making; Team hoped for a big interest, but only eight parents signed up; in the initial meeting, parents

were informed that this committee was not a PTA. They can explore that option if they wish, but that committee was not PTA. The goal of PAC is threefold: Give parent perspective at Lennox Academy, Provide input on the LCAP, Safe School Plan, etc, and to Increase positive engagement. Even though the group was small, Mr. Villanueva was happy with their feedback. The committee is comprised from a parent from every grade, some kids have had multiple kids attend Lennox Academy, others are new. There are currently five meetings scheduled on the calendar, and normally take place right before leadership meetings. Parents had positive comments to say about Dia de Los Muertos, enjoyed the HERO positive points, and shared how they would like to see more info on paying for college, more info shared with students about technical careers during career day, and to bring in more community members during career day. Ms. Andrade asked if there was a time commitment. Response – no parameters were placed. Mr. Stabile asked what it meant for a student to be on Academic Probation. Mr. V provided explanation. The board thanked Mr. V for the work being done with parents.

2. EXECUTIVE DIRECTOR'S REPORT:

This is a presentation of information which has occurred since the previous Board meeting.

Mr. Mena congratulated Dr. McMichael on her accomplishment. Ms. Andrade thanked Mr. Mena for his leadership.

Mr. Mena provided update on Civil Rights Review. The committee spent 4 days on campus – they visited classrooms, interviewed CTE Elective Teachers, Student Services, Counselors – wanted to ensure there was access. They reviewed policies and programs; inspected facility – going around to measure pressure on doors, maintenance office was helping, fixed all facilities items to be in compliance (signs for wheel chair access; some items were fixed before the end of the visit, but at the end there were 2 findings: to fix the handicap lift inside the cafeteria stage, and to include job descriptions for Title IX and Compliance Officers; no formal notice has been received yet, but this was based on their conversation with the management team at the time of the visit.

Mr. Mena shared that the end of semester one went well. Up for approval this evening is the SARC – yearly compliance – needs to be published on website by the end of January. This is an item up for approval for today. Non-discrimination policy was previously approved by the board, however, after the Civil Rights Review, they made a recommendation to ensure our policy is not only state compliant, but also federally compliant.

Mr. Mena shared update with Southwest College/Baseball field. Southwest College decided to rent out to another school; he has been actively looking for other fields, but it has been a challenge.

Another item up for approval this afternoon is reconsideration of the academic calendar – a second round of school conferences were originally scheduled during semester two in attempt to increase parent contact; however, teachers asked for it to be reconsidered because of the impact to instructional minutes; team will continue to think of ways to increase parent engagement/contact. Revised calendar up for approval proposes to move the Pupil Free Day to Friday (instead of Monday) and eliminate the early release schedules for the week. Leadership will try to figure out how to accomplish what was intended through parent conferences without impacting instructional time.

Dr. McDaniel asked if Mr. Mena could give an update on the new building. Mr. Mena provided updated. More progress has been evident – walls are up, plumbing, electrical, dry wall in some rooms, roofing; they’re hoping to have it done by March, but it is probably safer to say it will be done by June. With respect to the other property next door – Mr. Mena will bring in proposals for roofing at the next Board Meeting.

3. ORAL COMMUNICATIONS:

Non-agenda items: no individual presentation shall be for more than three (3) 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.

No Oral Communications

B. ITEMS SCHEDULED FOR DISCUSSION AND/OR ACTION

a. Approve the 2018-2019 School Financial Audit Report.

It is recommended that the Board approve Agenda Item B.a.

Motioned: Dr. McMichael

Second: Ms. Stabile

All in favor. None Opposed.

b. Approve the 2019-2019 School Accountability Report Card (SARC).

It is recommended that the Board approve Agenda Item B.b.

Motioned: Dr. McMichael

Second: Mr. Sabile

All in favor. None Opposed.

- c. Approve amended Nondiscrimination Board Policy.

It is recommended that the Board approve Agenda Item B.c.

Motioned: Ms. Latuner

Second: Ms. Andrade

All in favor. None Opposed.

- d. Approve and accept resignation of Daisy Espinoza, Technology Assistant effective December 20th, 2019

It is recommended that the Board approve Agenda Item B.d.

Motioned: Ms. Andrade

Second: Dr. McMichael

All in favor. None Opposed.

- e. Approve withdrawing request for SB740 funds for the 19-20 school year due to loss of athletic facility agreement with Los Angeles Southwest College.

It is recommended that the Board approve Agenda Item B.e.

Motioned: Mr. Stabile

Second: Dr. McMichael

All in favor. None Opposed.

- f. Approve amending the 19-20 School Calendar with the following change: moving March 30th pupil free day to April 3rd, 2020 making March 30th a regular school day and eliminating the conference schedule for the week of March 30th through April 2nd, 2020.

It is recommended that the Board approve Agenda Item B.f.

Motioned: Ms. Andrade

Second: Ms. Latuner

All in favor. None Opposed.

- g. Approve for subcommittee of the board to set and evaluate the fixed income investment strategy presented by BlackRock Investment along with other potential investment options and make a recommendation to the board at a future meeting. Subcommittee of the board shall consist of no more than three Board members and the Executive Director. Meeting dates and times to be determined by the committee.

It is recommended that the Board approve Agenda Item B.g.

Motioned: Ms. Andrade

Second: Dr. McMichael

Discussion: Committee members – Dr. McDaniel, Mr. Stabile, Ms. Latuner. Dr. McDaniel asked if Mr. Styles would be available to meet with Mr. Mena and the committee.

All in favor. None Opposed.

h. Ratify and approve Purchase Orders/Expenses for November through December, 2019.

It is recommended that the Board approve Agenda Item B.h.

Motioned: Dr. McMichael

Second: Ms. Latuner

All in favor. None Opposed.

III. CLOSED SESSION

The Board entered into closed session at 7:03 pm.

A. CLOSED SESSION AGENDA ITEMS

Board went into closed session at 6:48 pm

a. Public Employee: Discipline/Dismissal/Release

B. REPORT OUT OF CLOSED SESSION

Board Reported out of closed session at 7:49 pm.

No action to report out.

IV. ADJOURNMENT

The meeting was adjourned at 7:50 pm.

Board Meeting Minutes Approval

Board Chair or Board Secretary Name

Signature

Date