



**MINUTES OF THE 12/03/20 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: 2:02 pm

Date: 12/03/20

Place: Via ZOOM teleconference pursuant to Executive Orders N-25-20 and N-29-20.

Dr. McDaniel welcomed everyone and thanked everyone for joining.

Board meeting was called to order after Dr. McDaniel read the following:

The Lennox Math, Science and Technology 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: This meeting will be by teleconference pursuant to Executive Orders N-25-20 and N-29-20. The Board of Directors (“Board”) and employees of Lennox Academy shall meet via the Zoom meeting platform. Members of the public who wish to access this Board meeting may do so at: <https://us02web.zoom.us/j/84407909000>

Members of the public who wish to comment during the Board meeting may use the “raise hand” tool on the Zoom platform. Individual comments will be limited to three (3) minutes. If an interpreter is needed for comments, they will be translated to English and the time limit shall be six (6) minutes. The Board of Directors may limit the total time for public comment to a reasonable time. The Board reserves the right to mute or remove a member of the public if comments or actions disrupts the Board meeting.

B. ROLL CALL

	Present	Absent
Andrade, SP	_____	___ <u>X</u> ___

Latuner, Karen	<u> X </u>	_____
McCray, Steve	<u> X </u>	_____
<i>*had issues with the link, but joined meeting at 2:15pm</i>		
McDaniel, Bruce	<u> X </u>	_____
McMichael, Shuna	<u> X </u>	_____
Stabile, John	<u> X </u>	_____
Vazquez, Celeste	<u> X </u>	_____

C. APPROVAL OF MINUTES FROM 10/29/20

Dr. McDaniel asked if there were any corrections. Mr. Mena responded there were no changes. Mr. Stabile motioned to approve minutes from 10/29/20 meeting, second by Dr. McMichael. All in favor by consensus. None opposed.

E. APPROVAL OF AGENDA

Dr. McDaniel asked if there were any changes to agenda. Mr. Mena shared there are no changes. Ms. Latuner motioned to approve agenda, second by Ms. Vazquez. All in favor by consensus. None opposed.

II. OPEN SESSION

A. COMMUNICATIONS

1. RECOGNITIONS/PRESENTATIONS:

a. ASB Presentation – Emanuel Arevalo and Sharo Perez represented the ASB Team since the president/vice president were not able to join the meeting. Updates were shared with the board – October Activities (costume contest, Halloween Craft Contest...). A link was shared to all to join and show their costumes. November Activities (TA Zoom background contest, and individual raffles for those students who had the camera on for the longest). December activities – have planned a holiday gear contest (ugly sweaters, etc.) for TA, and an individual raffle for students with a 2.8 GPA or higher. Upcoming fundraiser through Popcornopolis for the class of 2021. Items will be purchased directly online through their website. Dr. McDaniel thanked them for joining the meeting and providing updates.

b. Fiscal Status – Charter Impact (Roger Castillo/Spencer Styles) – Mr. Rogers shared PowerPoint presentation with the board that highlighted the following:

October Highlights: financial data presented is from July 1 – October 31 and it doubles as the 1st interim report. LLMF funds are expected to be fully spent by the December 30th deadline with a significant amount of \$283K in cost pending for technology purchases. Overall, no significant changes compared to the prior

month. Forecasted annual surplus is consistent with prior projections.

Attendance Data and Metrics were reviewed. Revenue: forecasted revenue is virtually the same when compared to the prior month with a change less than \$1K. LLMF expenses for Coronavirus Relief are at \$200K YTD with \$472K left to spend by December 30, 2020. Fund Balance: Annual surplus is projected at \$860K and is slightly higher by \$5K when compared to the prior month. Compliance reminders were also shared, along with a list of appendixes. Board had no questions for Mr. Castillo. Dr. McDaniel thanked him for coming.

2. EXECUTIVE DIRECTOR'S REPORT:

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

Mr. Mena asked Ms. Jimenez to share some of the data collected from staff. Staff were surveyed with respect to school climate, collegiality and work environment, remote learning experience, mental health, secondary traumatic stress, school safety, and virtual experiences. PowerPoint presentation with staff data was shared with the board. Information was also shared about upcoming student wellness/fun activities and recent "Wellness/Fun" Wednesday activity.

Dr. McDaniel asked if information was going to be shared with staff. Team is looking to share staff & student data with staff members. Dr. McDaniel asked if data can be shared with Ms. Andrade since she had originally requested to know more about staff mental health.

Mr. Mena shared that he believes part of the staff's anxiety may be due to the unknown. We started the year through remote learning, not knowing when we may be able to return in-person. Initially the thought was maybe January, but that is looking further away. Not knowing what they are planning for may be contributing to their levels of anxiety. Mr. Mena would like to propose that we make a decision and commitment to remain through remote learning until spring break, not knowing what cases will look like in January, unless something drastically changes and the DPH determines it is safe to return sooner. There are two more board meetings before spring break in case any changes need to be made. Mr. Mena would like to hear from the board.

Dr. McDaniel responded that was appropriate. He thinks it is a good idea for them to have that mindset and plan ahead through remote learning until spring break, with the understanding that if things drastically change with the pandemic, alternative options would be explored. Ms. Latuner shared how El Camino college started limited in-person instruction, and then had to close again, which only creates more turmoil, so she too was in support of recommendation. Dr. McMichael shared how her son's district (Anaheim) was supposed to start in

January, but they have received a notification that they will not be potentially starting until March, so she too is in line with what Mr. Mena is proposing. Dr. McCray agreed that the unknown would create more increased anxiety and supports Mr. Mena's proposal. He supports the idea of not coming back too soon since we don't know what to expect after Christmas. He also expressed gratitude in conducting the survey for staff and shared how in some respect, just asking the question is a support.

Dr. McDaniel shared that it seemed to be by consensus then that everyone was in agreement with that approach. Mr. Mena will put something together and send it out to staff and students that Lennox Academy will continue with remote learning through March, unless things drastically change before then. Board was in agreement.

Dr. McCray asked if the team reaches out individually on a personal basis with the staff, just to check in on them and see if they need anything. Team shared what is currently being done for outreach and agreed to follow recommendation and make more conscientious efforts to check in individually with all staff members.

Mr. Mena shared additional information to help facilitate discussion on action items. Agreement with envision – to help with School Accountability Report Card (a compliance requirement for every school in CA) in the amount of \$850. Mr. Stabile asked what services they could provide for that amount. Mr. Mena responded that they collect the data, do analysis, translation and upload it to the state, make a few prints available to parents in office.

Information on Conflicts of Interest Codes was shared – they reached out to charters to make sure it aligns with template. A draft proposal in line with what they would like to see is included for board to review. Dr. McDaniel shared with the board that it is essentially making sure you do not have a financial interest for something the school is doing.

Agreement with Spectrum – Telecommunication is part of the agreement with LSD. But with it comes challenges with respect to bandwidth since the connection is not direct – it goes from LACOE to LSD to Lennox Academy. LMSTA has been exploring the possibility of having separate connection and having the one through LSD as a backup. Spectrum has been the most affordable - \$1100/\$1200 for bandwidth of 1g and not sharing, 3-year agreement (cost of \$40K). Previous discussion with the board was that he would reach out and find provider. Dr. McDaniel asked if Mr. Baca had been replaced. Mr. Mena responded that he had been.

PowerSchool agreement for data warehouse and data analysis. Mr. Mena shared

how we have previously used school city, but we were not really utilizing it and integration with the school's student information system was challenging. This new program will allow us to house data in PowerSchool, analyze it and also offer additional features through Special Programs. Special Ed records are currently housed through SEIS. Special Programs will help link both systems, and allow for better communication with students, parents, and teachers regarding special ed records. Item was originally on the LCP and was to be purchased with mitigation funds; agreement is being brought to the board as he was able to negotiate a better price, which includes paying for the 21-22 academic year, in addition to what is left of this 20-21 academic year (pilot for the rest of this year). Dr. McDaniel would like to amend language to include the timeframe – recommends including both the timeframe and the cost on the actual line item to be approved. Mr. Stabile asked clarifying questions regarding the use of PowerSchool and add on features. Mr. Mena provided response.

Budget for Parent – Mr. Mena reminded the board how the LCAP was pushed back and we had the LCP instead this year, but what wasn't pushed back was the budget for parents – more of a transparency item so that they can see how the budget was spent. The template changed a bit to include mitigation amount and other compliance features. Mr. Mena worked with Mr. Castillo on completing this and tracking expenses.

Mr. Stabile asked about the status of investment funds. Mr. Mena shared that it's been only two weeks since the account was set up and money was transferred (\$6 million) but plans to have presentation at the next 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 agreement with enVision Consulting Group to provide consulting services for the 2019-2020 School Accountability Report Card (SARC). Cost not to exceed \$850.

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

Motioned: Mr. Stabile

Second: Dr. McCray

All present in favor. None Opposed.

- b. Approve panel memo and conflict of interest code for proposed adoption by the LA County Board of Supervisors.

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

Motioned: Ms. Vazquez

Second: Dr. McMichael

All present in favor. None Opposed.

- c. Approve 36-month agreement with Spectrum Enterprise to provide 1 Gbps fiber internet connection (estimated cost - \$40,390 over 3 years).

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

Motioned: Mr. Stabile

Second: Ms. Latuner

All present in favor. None Opposed.

- d. Ratify and approve agreement with PowerSchool to provide deployment of Performance Matters (platform to integrate student data) and Special Programs (platform to simplify and increase collaboration of services for special education, ELL and Section 504 students with all stakeholders).

Item was amended to include timeframe and total amount.

Timeframe: Current – June 2022

Amount \$31,582.80 (this includes professional development)

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

Motioned: Dr. McCray

Second: Ms. Vazquez

All present in favor. None Opposed.

- e. Approve first interim financial report.

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

Motioned: Dr. McMichael

Second: Mr. Stabile

All present in favor. None Opposed.

- f. Approve Local Control Funding Formula (LCFF) budget overview for parents.

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

Motioned: Mr. Stabile

Second: Dr. McCray

All present in favor. None Opposed.

g. Ratify and approve Purchase Orders/Expenses for October, 2020.

Mr. Stabile asked what “Instant Saving” item was in reference too. Mr. Mena provided specifics. Mr. Stabile asked about DELL charges. Mr. Mena provided clarification that purchase was made for 9th grade laptops. Normally, 9th graders do not get a new laptop until their sophomore year; this will allow them to get a new laptop sooner (possibly in January). Question was asked about sewing machines. Purchase was made for the Art Fashion & Design course. This is a hands-on course and hard for students to learn how to sew without the proper tools. Students will be able to check-out machine.

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

Motioned: Mr. Stabile

Second: Dr. McMichael

All present in favor. None Opposed.

III. ADJOURNMENT

The meeting was adjourned at 4:35 pm

Board Meeting Minutes Approval

Board Chair or Board Secretary Name

Signature

Date