



**MINUTES OF THE 1/28/21 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: 2:07 pm**

**Date: 01/28/21**

**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/83720848640>

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>	<u>      </u>

Latuner, Karen	<u>  X  </u>	_____
McCray, Steve	<u>  X  </u>	_____
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 12/03/20**

Dr. McDaniel asked if there were any corrections. Mr. Mena responded there were no changes. Ms. Latuner motioned to approve minutes from 12/03/20 meeting, second by Mr. Stabile. 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. Andrade 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 – Katherine Gonzalez shared updates with the board regarding January ASB activities. Daniela Montero shared information about individual student raffles – student engagement (cameras, arrive on time, actively participate in class), nominated by teachers (up to 3 per class), prize is a \$15 gift card, one winner per grade level. They are planning activities for Random Acts of Kindness in February. More information to come. Mr. Stabile asked how they were doing with zoom instruction. Katherine responded that it is going well, a bit stressful at times, but with good time management they are getting through it; trying to reward students and motivate them. Dr. McDaniel asked if they think students are looking forward to getting back on campus. Daniela shared that she thinks they are because it is not the same, but overall they have been doing well and are engaged. Ms. Vazquez asked about any challenges that come with zoom instruction. Katherine shared that for ASB, the challenge has been that many students are shy over zoom, so participation has been limited; they are also limited in the type of activities they can do. Mr. Mena asked what would they say the percentage of students who have camera on, and if that has been a challenge? Daniela shared that it varies per class, in her psych class, Ms. Thompson encourages all to have it on. It depends on teachers’ policy. Some required it from the very beginning. Dr. McDaniel thanked them for presenting.

- b. Fiscal Status – Charter Impact (Roger Castillo/Spencer Styles) – Mr. Castillo shared PowerPoint presentation with the Board regarding December report, which included the following:

December Highlights – LMSTA’s long term investment was funded with \$6M coming out of the cash account this month. LLMF CRF funds have been fully spent as of 12/30/20. Legislation passed on 12/27 allows the usage of \$500/student to spend down CRF; some current CRF cost can now be directed at other LLMF funds as needed. Forecasted annual surplus is projecting favorable by \$122k; Attendance Data and Metrics; Revenue – forecasted revenue is higher by \$17k when compared to the prior forecast. The main contributors were \$13k in Investment Gain from Schwab account and \$4k in dividends from Chase Bank. Expenses – Year end expenses are \$104k favorable as compared to the prior projection and due primarily to anticipated saving in object code 4400 from using the CRF \$500/student allowable expenses. Public Donations for Thanksgiving Family Stipends totaled \$3k this month. Overall remaining expenses are similar when compared to last month.

Dr. McDaniel asked if Mr. Castillo was aware of any early indications in terms of the budget for the 21-22 year from the state. Mr. Castillo shared that nothing was set in stone but that projections do seem better than anticipated, but that there are still a lot of unknowns. Ms. Latuner had a question about duplicate names on the check registers. Mr. Mena shared that some of the families identified for a Thanksgiving stipend had multiple children at Lennox Academy, and thus received two checks. Board had no further questions and thanked Mr. Castillo for presenting.

- c. Schwab investment status presentation (Jeff Milner/Marc Myers) – Mr. Milner provided an oral update on the various investments made and reported that everything was performing as expected in a combination of short term US Treasury Bills, the first of which is maturing on February 9th, the next on May 6th, then August 12th and the last on November 4th – those are all the cash equivalences, very liquid very safe.

Board had no questions for Mr. Milner. Dr. McDaniel thanked him for the update and shared that he looks forward to work with him.

Dr. McCray had some questions with regards to the money invested. Dr. McDaniel responded to his question.

2. EXECUTIVE DIRECTOR’S REPORT:

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

Mr. Mena shared PowerPoint presentation with updates to the board. Average attendance has been 99.37% from August – December 2020 (compared to 98.9% for in-person attendance in 2019 – 2020). S1 GPA Comparison Data – less students on academic probation (below a 2.0) and increased the number of students who made honor roll (above 3.5) during remote learning. Part of it could be that teachers are being more accommodating due to online challenges, but no changes done to actual grading policy. Students are doing pretty well, considering the situation we are in. Ms. Andrade asked if parent conferences were held. Mr. Mena responded that we did have those in October via zoom and report cards were mailed out. Mr. Villanueva taking the lead and calling students below a 2.0. Dr. McCray provided kudos to the team regarding attendance rate.

Mr. Mena also shared a letter on behalf of Educational Results Partnership (ERP) to congratulate Lennox Academy for being named to the 2019-20 Honor Roll of Schools and recognized as a leader in student achievement. Mr. Mena also provided the board with an update on COVID-19 cases in Lennox and neighboring cities compared to data shared in August 2020. Ms. Andrade shared that she wanted to acknowledge Mr. Mena for the work he is doing despite the virus being so rampant in Lennox. She added that she knows what it is like for families in Lennox, and she shared her gratitude and wonder.

#### COVID-19 Prevention Program

At a high level, the rule imposes certain minimum requirements on covered California workplaces: Implementation of a written COVID-19 prevention program and preventive measures, reporting and record-keeping requirements, worker exclusion when employees have COVID-19 or have been exposed, management and investigation of infections and outbreaks.

#### Families First Coronavirus Response Act

Can extend this act, but it is up to the employer to do so. Mr. Mena has put it on the agenda for the board to discuss/consider. No staff used this benefit prior to December 31st.

Dr. McDaniel asked about an update on the shop. Mr. Mena shared that the engineering facility is done, he will email some pictures, the only thing is that we don't have keys yet since it is a district facility, and there is no furniture currently there, so Mr. Mena will work with teacher on that. The Autoshop – put that on hold, but garage doors are about 80% done. Had challenges with their employees having COVID, so they stopped operations. Maintenance team has been working there and have completed one of the restrooms. Some of the electrical and lighting still needs to be worked on; goal is to have everything completed in the summer. Ms. Andrade asked about student bathrooms. Mr. Mena shared that he would like

to bring in some restroom bungalows.

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 2019-2020 Annual School Accountability Report Card (SARC).

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

Motioned: Ms. Andrade

Second: Dr. McCray

All present in favor by consensus. None Opposed.

- b. Consider extension of unused emergency paid sick leave under the Families First Coronavirus Response Act (FFCRA) and expanded Family and Medical Leave Act (FMLA) to employees impacted by COVID-19 through March 31, 2021.

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

Motioned: Dr. McMichael

Second: Dr. McCray

All present in favor by consensus. None Opposed.

- c. Approve COVID-19 Prevention Program Plan.

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

Motioned: Mr. Stabile

Second: Dr. McMichael

All present in favor by consensus. None Opposed.

- d. Approve up to 20 hours of technical consulting services from IMGB Solutions to support in configuring devices/filters for new Spectrum fiber internet connection. Cost not to exceed \$3,300.

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

Motioned: Mr. Stabile

Second: Dr. McCray

All present in favor by consensus. None Opposed.

- e. Approve quote from John Fernandez to provide electrical services for upgrading electrical panels and lighting at the auto shop facility. Parts and labor not to exceed \$12,200.

Discussion: Dr. McDaniel asked if there would be an hourly invoice. Response: total invoice for job provided. Mr. Stabile asked if a second quote should be secured. Mr. Mena shared how John Fernandez has done a lot of work for the school in the past and his work has been reliable, and someone he trusts; good quality work at reasonable price. Mr. Stabile shared that he knows someone that has done work for him as well, and could recommend for cheaper. Dr. McDaniel shared that going with someone who was cheaper was not necessary the best choice, as Mr. Mena shared, Mr. Fernandez' work is reliable. Dr. McDaniel asked the Board what they wanted to do... either this action item dies because of lack of motion, it gets tabled, or approved with amendments.

It is recommended that the Board approve Agenda Item B.e.  
Motioned: Mr. Stabile motioned to approve as amended as follows: **Approve quote for electrical services for upgrading electrical panels and lighting at the auto shop facility from a to be determined contractor. Parts and labor not to exceed \$12,200, with the understanding that if the 2nd quote comes back the same or similar, Mr. Mena can proceed with Mr. John Fernandez as the selected contractor. If the quote comes back significantly lower, Mr. Mena will bring back the item for board discussion/approval at the next meeting.**  
  
Second: Ms. Vazquez  
All present in favor by consensus. None Opposed.

- f. Ratify and approve Purchase Orders/Expenses for November – December 2020.

It is recommended that the Board approve Agenda Item B.f.  
Motioned: Mr. Stabile  
Second: Dr. McMichael  
All present in favor by consensus. None Opposed.

**Mr. Stabile asked about students and AP Exams. El Segundo Rotary may be able to support students in need to pay for exams. Mr. Mena shared how the school covers the cost of the exams for students. However, support for other student needs is welcomed.**

**Dr. McCray shared that he wanted to give kudos to the team again, because “you make a space for them [all students], you’re not saying ‘we can’t help you’ to anyone, and that sets this school apart in significant ways.” He expressed appreciation again to the admin staff and teachers for “showing up for the kids.” Ms. Andrade and Dr. McDaniel echoed his**

sentiment.

**III. ADJOURNMENT**

The meeting was adjourned at 3:45 pm

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**Board Meeting Minutes Approval**

\_\_\_\_\_  
Board Chair or Board Secretary Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date