



**MINUTES OF THE 05/27/21 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: 2:11 pm**

**Date: 05/27/21**

**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/81562635588>

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>

*SP joined the meeting at 2:24 pm*

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 04/29/21**

Ms. Latuner motioned to approve minutes from special board meeting on 04/29/21 meeting, second by Dr. McCray. 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. Mr. Stabile motioned to approve agenda, second by Dr. McMichael. All in favor by consensus. Motion carried unanimously. All in favor. None opposed.

**II. OPEN SESSION**

**A. COMMUNICATIONS**

**1. RECOGNITIONS/PRESENTATIONS:**

- a. ASB Student Presentation – Students were not present at the meeting.
- b. Fiscal status presentation (Roger Castillo-Charter Impact) – Mr. Castillo shared presentation with the board the included the following information:
  - i. April Highlights – Revenue is lower by \$2K and practically identical to the prior forecast; expenses continue trending lower compared to prior month and a result of the distant learning environment cost savings; the CARES Act expense reporting should occur in early June; Forecasted annual surplus is projecting favorable by \$121K
  - ii. Attendance Data and Metrics – FY20-21 funding based on FY19-20 P2 ADA of 565, enrollment currently at 578
  - iii. Revenue – forecasted revenue is \$2k less and in line with prior forecast; slight decrease was a result of \$5k less in prior year state aid adjustments and \$3k less in fundraising, but it was mostly offset with a \$7k increase to the Schwab investment account
  - iv. Expenses – Year end expenses are favorable by \$124k compared to prior forecast; salary and benefits cost are close to last month’s projections and account for only \$7k of these lower cost; operational savings were

- favorable in various areas (non-capitalize equipment, school supplies, substitute costs, miscellaneous expenses, facilities, utilities
- v. Fund Balance – annual surplus is projected at \$1.72M and is better than the last projection by \$121K
  - vi. Cash Balance – Cash for April at \$3.17M and higher by \$256K from last projection; LMSTA is now in the second month of the full impact of deferrals that is included in these projections; forecasted cash for year-end is currently at \$2.19M

- c. LCAP Presentation (LMSTA Admin Team) – Lennox Academy’s management team shared PowerPoint presentation on the 2021-2022 LCAP. Data, goals, and action items were shared in depth.

2. EXECUTIVE DIRECTOR’S REPORT:

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

Mr. Mena shared how he is looking forward to having a “normal” start of the year. We have all been working remotely with the goal of keeping everyone safe; opted not to return this spring per feedback received and in effort to provide the least amount of disruption to our program. Mr. Mena feels that we made the right decision in continuing the year remotely and feels that we are finishing the year strong. Mr. Mena mentioned that the LCAP presentation shared today hopefully captured some of those successes.

Mr. Mena has been monitoring community transmission rates. Cases seem to have stabilized, big part due to vaccinations. Currently 54% of Lennox has been vaccinated; hope to be back to regular start in August.

Now that LA County is in a different tier – have decided to move forward with an in-person graduation outdoors. Will be onsite on June 10th at 2pm. Mr. Mena will be sending out more information to the Board; 4 guests per student; 6 feet of distancing; will share final plans.

Mr. Mena asked for Board volunteers to reach scholarship applications (Friends of Lennox Academy). Lennox Academy was listed as a beneficiary from the Roberto Family Trust. Mr. Mena would like to recommend that funds received (255K) be transferred to the Friends of Lennox Academy account to be used for student scholarships. The Roberto family did not have children of their own; the wife was an educator and was passionate about education; they researched schools and selected Lennox Academy as one of four schools to receive money. The husband was an infectious disease doctor, his part went to medical institutions. Lennox Academy is receiving 255K; no restrictions on funds. Dr. McDaniel was in support with Mr. Mena’s recommendation, which would alleviate the need to fundraise every year. Mr. Stabile shared idea about tying it

to financial literacy – one possible idea he shared was awarding a class cohort 10K as freshmen, teaching them how to invest, and then splitting the gain their senior year. Ms. Andrade referenced Junior Achievement. Mr. Mena shared that if no one was opposed, funds would be shifted; the board can decide to shift to general funds if needed in the future, but things are tracking positive right now and hopefully continue to manage that way. Mr. Mena will move forward with plan to deposit funds to Friends of Lennox Academy account when they are received.

Mr. Mena shared information regarding Expanded Learning Opportunities Grant - focus is to provide intervention that extends above and beyond what we currently do with the students (aside from allocation on the LCAP)... extend support services, not to supplant, but supplement – increase personnel, support staff/tutors, working side by side with teachers/before and after-school program to provide supports to students, individual/small groups, social-emotional transition, increase mental health counseling support; also offer tier 1 – all students opportunity to have access to an online tutor; looked into partnership with Princeton review – 24/7 access – would like to bring that on to site; access to support whenever needed. Dr. McDaniel and the rest of the board were in support with proposed plan.

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 Local Control and Accountability Plan.

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

Motioned: Mr. Stabile

Second: Latuner

All present in favor by consensus. None Opposed. Motion carries.

b. Approve the Expanded Learning Opportunities Grant Plan.

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

Motioned: Mr. Stabile

Second: Dr. McCray

All present in favor by consensus. None Opposed. Motion carries.

- c. Approve USC Viterbi School of Engineering's Partnership Agreement to continue the Mathematics, Engineering, Science Achievement (MESA) program at Lennox Academy for the 2021-2022 & 2022-2023 school year.

Item was amended to include the cost of \$2,500 annually.

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

Motioned: Ms. Andrade

Second: Ms. Vazquez

All present in favor by consensus. None Opposed. Motion carries.

- d. Approve Memorandum of Understanding with Richstone Family Center to provide therapeutic services to students and educational workshops for parents and students for the 2021-2022 school year. Cost not to exceed \$85,000.

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

Motioned: Mr. Stabile

Second: Ms. Andrade

All present in favor by consensus. None Opposed. Motion carries.

- e. Ratify and approve 2019 Tax return (Form 990).

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

Motioned: Mr. Stabile

Second: Ms. Latuner

All present in favor by consensus. None Opposed. Motion carries.

- f. Approve LMSTA preliminary budget for the 2021-2022 fiscal year.

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

Motioned: Ms. Vazquez

Second: Dr. McMichael

All present in favor by consensus. None Opposed. Motion carries.

- g. Approve \$1,500 stipend for eligible employees who waived medical health coverage after providing proof of other medical coverage for the 2020-2021 school year.

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

Motioned: Dr. McMichael

Second: Ms. Latuner

All present in favor by consensus. None Opposed. Motion carries.

- h. Approve resolution 2021-3, accepting Roberto Family Trust in the amount of \$255,894.44.

It is recommended that the Board approve Agenda Item B.h.  
Moted: Ms. Latuner  
Second: Ms. Andrade  
All present in favor by consensus. None Opposed. Motion carries.

- i. Ratify and approve Purchase Orders/Expenses for April 2021.

It is recommended that the Board approve Agenda Item B.i.  
Moted: Mr. Stabile  
Second: Ms. Vazquez  
All present in favor by consensus. None Opposed. Motion carries.

- j. Accept and approve job resignation of Giovanni Espinoza effective May 21, 2021.

It is recommended that the Board approve Agenda Item B.j.  
Moted: Ms. Vazquez  
Second: Dr. McDaniel  
All present in favor by consensus. None Opposed. Motion carries.

- k. Approve two-year term extension (effective July 2021 through June 2023) for the following Board Directors:  
- Dr. Shuna McMichael  
- Karen Latuner  
- John Stabile

It is recommended that the Board approve Agenda Item B.k.  
Moted: Ms. Vazquez  
Second: Ms. Andrade  
All present in favor by consensus. None Opposed. Motion carries.

- l. Consideration and approval of the following Board meetings schedule for the 2021- 2022 School Year:  
- August 26, 2021  
- September 30, 2021  
- October 28, 2021  
- December 2, 2021  
- January 27, 2022  
- February 24, 2022  
- March 31, 2022  
- May 26, 2022

It is recommended that the Board approve Agenda Item B.1.

Motioned: Ms. Latuner

Second: Ms. Vazquez

All present in favor by consensus. None Opposed. Motion carries.

- m. Approve agreement with Charter School Management Corporation (CSMC) to provide back office support services for the 21-22 school year.

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

Motioned: Ms. Latuner

Second: Dr. McMichael

All present in favor by consensus. None Opposed. Motion carries.

### **III. CLOSED SESSION**

#### **A. CLOSED SESSION AGENDAY ITEMS**

- a. Public Employee: Discipline/Dismissal/Release

Board entered close session at 4:32 pm

### **III. ADJOURNMENT**

The meeting was adjourned at 4:44 pm

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#### **Board Meeting Minutes Approval**

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Board Chair or Board Secretary Name

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Signature

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Date