



**MINUTES OF THE 08/26/21 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: 2:02 pm

Date: 08/26/21

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/82695764232>

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>	<u> </u>
McCray, Steve (left at 2:33 pm)	<u> X </u>	<u> </u>
McDaniel, Bruce	<u> X </u>	<u> </u>
McMichael, Shuna	<u> X </u>	<u> </u>
Stabile, John	<u> X </u>	<u> </u>
Vazquez, Celeste	<u> </u>	<u> X </u>

C. APPROVAL OF MINUTES FROM 05/27/21

Mr. Stabile motioned to approve minutes from special board meeting on 05/27/21 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. Andrade motioned to approve agenda, second by Dr. McCray. 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. We are back in person for instruction, so students are in class. Time will be moved back to the afternoon for the next month’s meeting.
- b. Charles Schwab Investment Fund Update (Jeff Milner) – Mr. Milner provided the board with an update regarding the investment. Mr. Milner shared that investment accounts have been making positive gains; and projects around a 1% return annually on principle invested; interest rates remain low, no substantial changes; Mr. Miller does not recommend any changes to the current investments. The board had no questions.
- c. Unaudited 20-21 Financial Report (Roger Castillo-CharterImpact) – Mr. Castillo provided the board with a PowerPoint presentation regarding the unaudited financial report that is required to be submitted to authorizer, as well as the June Highlights, which included the following: Revenue increased by \$238K compared to prior forecast from recognition of Contributions Unrestricted; expenses were lower by \$185k compared to prior forecast; annual surplus is projecting favorable by \$423k more than prior projection. Mr. Stabile had a question regarding the \$238 unrestricted – if that was in the Friends of Lennox Academy account or regular. Mr. Mena reminded Mr. Stabile that at

the last meeting, the board agreed to put that money in the Friends of Lennox Academy account to provide student scholarships, with the understanding that it can be switched back to general funds if need be. Attendance data and metrics were shared. Revenue is forecasting to end of the year at \$238k more than prior forecast; variance is primarily driven by the recognition of the \$256k in unrestricted contributions from the Roberto Family Trust in FY20-21. State aid decreased revenue by \$85k, which represents around a 1% variance in this category, but was mostly offset by \$50k in additional state lottery funds. All other revenues are close to prior projections. Mr. Castillo also presented forecasts regarding year end expenses (favorable by \$185k compared to prior forecast) due to slight savings in personnel costs and operational savings. Fund balance – annual surplus is projected at \$2.21M and is better than the last projection by \$423k. Cash balance – cash for year end is at \$2.79M and lower by \$428K compared to the last projection and this does include the LCFE deferrals. The Schwab Investment Account currently has a year-end balance of \$6,044,327 which is an increase of \$3,859 from last projection. The board commented that financials look great and had no questions.

- d. Fiscal status presentation (Josh Eng – CSMC) – Mr. Eng introduced himself and Ms. Arruda who supports behind the scenes and presented a monthly financial board report. Financial Summary included the following: Report presented is as of July 31, 2021 and compared against our board approved preliminary budget based on 580 students enrolled and 556.80 ADA. Year to date revenues through July 31, 2021 are \$7,045 or -97.7% under our current budget due to the timing of revenue not being received when budgeted for. Funds are still anticipated to be appropriately received, just later. Year to date expenses through July 31st are \$584,000 or -9.2% over our current budget due to timing. Mr. Eng noted that it is typical for more expenses to occur at the beginning of the year. In the following months, we will have a better idea of where we are at regarding the budget and will see if expenses even out against the budget in the following months. Balance sheet: As of July 31st, we had a cash balance of \$3,757,187, short-term liabilities of \$722,721 and long-term liabilities of \$0. Ending balance was \$13,100,678. There is \$6.0M sitting on a Charles Schwab account that is not included in the cash noted above. The board thanked Mr. Eng for his report and had no questions.

2. EXECUTIVE DIRECTOR'S REPORT:

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

Mr. Mena provided board with updates since the last meeting. Mr. Mena provided PowerPoint presentation that covered the following areas: commitment to in-person instruction and to implementing practices and protocols to keep everyone safe and healthy (personal protective equipment, promoting physical distancing,

improved filtering in AC units to merv13, installation of air purifiers, strongly encouraging the COVID-19 vaccine, setting up mobile clinic on site to administer the vaccine, weekly COVID-19 testing program...). Through survey data collected earlier on in the school year, close to 63% of students reported to have been fully vaccinated; another 12% reported to have been partially vaccinated and planning to receive the second dose, and another 15% expressing interest to getting vaccinated. The remaining 10% of students expressed that they did not plan to receive the vaccine. With regards to staff – 91% of staff reported to have been fully vaccinated against COVID-19. Only 2% of staff reported that they have not been vaccinated and do not plan on doing so. Mr. Mena will follow up with legal team regarding updates to the vaccine approved status and recommendations. Ms. Andrade shared personal story and thanked Mr. Mena for reaching out to the attorney. Dr. McMichael shared how at SOKA there was an option to get tested for those unvaccinated; Mr. Mena shared how we are currently testing all staff – vaccinated or not vaccinated. Mr. Mena will follow up with legal counsel and update the board at 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 Ratify and accept resignation/release of the following employees:
- i. Vanessa Mendoz (SSA) effective June 30, 2021.
 - ii. Adriana Yniguez (SSA) effective June 30, 2021.
 - iii. Beatris Coronado (SSA) effective June 30, 2021.
 - iv. Crystal Barrientos (TA) effective June 30, 2021.
 - v. Jacqueline Ferraro (Teacher) effective June 30, 2021.
 - vi. Ana Jackson (Teacher) effective June 30, 2021.
 - vii. Jose Avila-Sanchez (Teacher) effective May 21, 2021.
 - viii. Ivie Sherman (Teacher) effective June 30, 2021.
 - ix. Christine Ponce (Counselor) effective June 30, 2021.

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

Motioned: Mr. Stabile

Second: Ms. Latuner

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

- b. Ratify and approve employment of the following staff:

- i. Eileen Stevens (Teacher) effective August 9, 2021
- ii. Rebecca Mundy (Teacher) effective August 9, 2021
- iii. Kathleen Cao (Teacher) effective August 9, 2021
- iv. Marcela Garcia (SSA) effective August 16, 2021
- v. Catherine Ayala (SSA) effective August 16, 2021
- vi. Jacinto Pacheco (Custodian) effective July 16, 2021

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

Motioned: Ms. Andrade

Second: Ms. Latuner

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

- c. Approve CaliforniaChoice (Medical) and California ChoiceBuilder (Dental/Vision) as carriers to provide health benefits for Lennox Academy employees, utilizing OneDigital as the broker effective October 2021 – September 2022.

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

Motioned: Mr. Stabile

Second: Ms. Latuner

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

- d. Approve stipend for Aurora Vasquez to serve as the ASB/Yearbook advisor for the 2021-2022 school year. To be paid at the teacher hourly rate (not to exceed \$8,000).

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

Motioned: Ms. Andrade

Second: Dr. McMichael

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

- e. Ratify and approve agreement with the Los Angeles County Office of Education (LACOE) to participate in school-based COVID-19 testing grant. Funds provided through Centers for Disease Control and Prevention (CDC) Epidemiology and Laboratory Capacity for Infection Diseases (ELC) grant (\$88,838).

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

Motioned: Ms. Latuner

Second: Dr. McMichael

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

- f. Ratify and approve Memorandum of Understanding (MOU) with the California Department of Public Health (CDPH) to allow Lennox Academy to serve as a temporary testing site under its state clinical laboratory registration and federal

certificate of waiver. Lennox will test for COVID-19 using materials provided by CDPH

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

Motioned: Ms. Latuner

Second: Ms. Andrade

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

g. Approve Memorandum of Understanding with Richstone Family Center to provide additional therapeutic services to students via 1 trainee level clinician, 3 days per week for the 2021-2022 school year. Cost not to exceed \$50,000. Cost to be covered through the Expanded Learning Opportunity grant.

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

Motioned: Mr. Stabile

Second: Ms. Andrade

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

h. Approve agreement with Cross Country Education to continue to provide Special Education and substitute services for the 2021-2022 school year.

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

Motioned: Dr. McMichael

Second: Mr. Stabile

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

i. Approve 21-22 Master Contract with STAR of CA (DBA: E.R.A ED) to provide Special Education Mental Health Services.

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

Motioned: Ms. Andrade

Second: Dr. McMichael

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

j. Approve Memorandum of Understanding (MOU) with Pacific Asian Counseling (PACS) to provide mental health services to for the 2021-2022 school year at no cost to the school.

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

Motioned: Ms. Andrade

Second: Mr. Stabile

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

k. Ratify and approve Memorandum of Understanding (MOU) with Masada Homes to provide mental health services to for the 2021-2022 school year at no

cost to the school.

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

Motioned: Dr. McMichael

Second: Ms. Andrade

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

1. Ratify and approve the following teacher assignments based on Education Code §44258.3 for 2021-22 academic year (Board Policy on Teaching Assignments):
 - i. Jose Rivas - Engineering Digital Electronics, Engineering Design and Development, and Digital Arts & Media
 - ii. Erica Delgado - Introduction to Design, and Principles of Engineering
 - iii. Samantha Thompson- AP Psychology

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

Motioned: Dr. McMichael

Second: Mr. Stabile

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

- m. Ratify approval to provide substitute coverage for up to three additional Professional Development (PD) days for teachers to participate in conferences, school visits, collaborative pull-out days or any other approved PD opportunities in the 2021- 2022 school year. For opportunities in which a substitute is not required (Saturday conferences/non-workdays), teachers may be compensated the substitute daily rate of \$150 with prior written approval.

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

Motioned: Ms. Andrade

Second: Dr. McMichael

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

- n. Approve the following teachers to serve as members of the school site Leadership Team for the 21-22 school year and provide up to 50 hours of compensation at the teacher hourly rate for duties that take place outside of the contractual work day: - Michael Pachuta – History Department (2nd year) - Aurora Vasquez – Spanish Department (2nd year) - Aileen Gonzalez – STEAM Department (2nd year)

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

Motioned: Dr. McMichael

Second: Ms. Andrade

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

- o. The Board shall consider adoption of an Independent Study Policy in accordance with the requirements of Education Code Section 51747.

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

Motioned: Mr. Stabile

Second: Ms. Andrade

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

- p. Approve Resolution 2122-1, Education Protection Account (EPA) actual expenditures for the 20-21 school year in the amount of \$2,447,282.

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

Motioned: Dr. McMichael

Second: Ms. Latuner

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

- q. Approve 2020-2021 Unaudited Actual Financial Report.

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

Motioned: Ms. Latuner

Second: Dr. McMichael

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

- r. Ratify and approve Purchase Orders/Expenses for May – June 2021.

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

Motioned: Dr. McMichael

Second: Ms. Andrade

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

III. ADJOURNMENT

The meeting was adjourned at 3:25 pm

Board Meeting Minutes Approval

Board Chair or Board Secretary Name

Signature

Date