



**MINUTES OF THE 10/19/23 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: 5:30 pm

Date: 10/19/23

Place: Lennox Academy

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:

1. Agendas are available to all audience members at the door to the meeting.
2. “Request to Speak” forms are available to all audience members who wish to speak on any agenda items or under the general category of “Oral Communications.” “Oral Communications” is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. You may also complete a “Request to Speak” form to address the Board on Agenda items. With regard to such agenda items, you may specify that agenda item on your “Request to Speak” form and you will be given an opportunity to speak for up to three (3) minutes when the Board discusses that item.
4. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.

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5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 11036 Hawthorne Blvd. Lennox, CA 90304 California.

B. ROLL CALL

	Present	Absent
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>	_____

- C. **FLAG SALUTE** (Dr. McDaniel asked Mr. Mena to lead us in the Flag Salute)

D. APPROVAL OF MINUTES FROM 08/27/2023

Mr. Stabile motioned to approve minutes from the above-mentioned board meeting, second by Ms. Latuner. All in favor by consensus. None opposed. Motion carries.

E. APPROVAL OF AGENDA

Dr. McDaniel asked if there were any changes to agenda. Mr. Mena shared that there were no changes. Dr. McCray motioned to approve agenda, second by Mr. Stabile. All in favor. None opposed. Motion carried unanimously.

II. OPEN SESSION

A. COMMUNICATIONS

1. RECOGNITIONS/PRESENTATIONS:

- a. ASB student presentation – Cecilia Alfaro and Angel Santana shared information with the Board about upcoming ASB Activities for the month of November and December, in addition to fundraising goals. They also shared information about their experience working with the academic & college/career counselors. Both shared very positive experiences.
- b. California Assessment of Student Performance and Progress (CAASPP) Results (Cynthia Lomeli) - Ms. Lomeli shared CAASPP results with the Board as results were recently released to the public. A comparison was made from 2018-2019 until now, in addition to a comparison to state scores, and to local schools.
- c. Fiscal status presentation (Josh Eng – CSMC) – Mr. Eng shared information with the Board regarding the Monthly Financial Board Report from July 1st -

September 30th. He shared a financial summary and shared how some numbers may be above/under due to timing of when funds come in, but nothing to be concerned about. Everything is trending well and overall budget shows a positive balance at the end of the year.

2. EXECUTIVE DIRECTOR'S REPORT:

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

Mr. Mena shared PPT presentation with the board that included information on the following:

- Bikes built by staff at the start of the year were given to students in need; students were asked to apply and 8 students were selected.
- Average Daily Attendance continues to trend high (96.91%)
- Challenges with filling 2 positions (Student Success Counselor/Internship Coordinator, and Resource Specialist Teacher)
- Health Benefits and Open Enrollment
- Increase in Teacher hourly rate
- Stipends for School Leadership and RSP Teacher
- Upcoming Agreements for approval
 - College & Career Access Pathways (CCAP) with El Camino College for Dual Enrollment
 - County of Los Angeles Parks to use athletic fields
- LMSTA's investment with Schwab Account and the possibility of moving over additional funds to a new CD with chase -- currently a 5% yield for a 6-month CD. Mr. Mena recommends that 3.5-4 million be moved to a CD, with board approval
- Changes to the Employee Handbook
 - Not a lot of changes, more formatting issues
 - Changes to reflect current practices and updates to work year, holidays, etc.,
 - Updated travel guidelines/meal rates
 - Post retirement language and paid family leave
 - Communication - Expanded social medial policy to include more platforms and expanded rules and guidelines

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 Communication

B. ITEMS SCHEDULED FOR DISCUSSION AND/OR ACTION

a. Ratify and approve employment of the following:

- Marisol Parra, Teacher Assistant – Effective September 08, 2023
- America Gonzalez, Student Success Advisor – Effective August 17, 2023

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. Approve increase in teacher hourly rate from \$40 to \$50 effective 10/01/2023.

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. Ratify and approve the College & Career Access Pathways (CCAP) partnership agreement with El Camino College to expand dual enrollment opportunities to facilitate college and career readiness for students at LMSTA.

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

Motioned: Ms. Latuner

Second: Dr. McCray

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

d. Approve amendments to the LMSTA Employee Handbook.

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

Motioned: Dr. McCray

Second: Mr. Stabile

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

e. Approve the following staff to serve as members of the school site leadership team for the 23-24 school year and provide up to 40 hours of compensation at the teacher hourly rate (appropriate hourly rate for non-teaching staff) for duties that take place outside of the contractual work day:

- Aurora Vasquez (4th year)
- Erin Woods (2nd year)
- Nancy Orozco (1st year)
- Matthew Jobe (1st year)
- Josephine Ruvalcaba (1st year)
- Carlos Ramirez (3rd year)

It is recommended that the Board approve Agenda Item B.e., as amended to reflect that Josephine Ruvalcaba is in her 2nd year, not her 1st year.

Motioned: Mr. Stabile

Second: Dr. McCray

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

- f. Approve stipend for Graciela Jimenez, RSP Teacher, for extra duties assigned for 2023-2024 school year to prepare for additional IEPs, to be paid at the teacher hourly rate (not to exceed \$9,000).

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

Motioned: Ms. Latuner

Second: Dr. McCray

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

- g. Approve Master Memorandum of Agreement (MOA) with the County of Los Angeles County Parks to allow LMSTA to secure facilities for the athletic program

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

Motioned: Mr. Stabile

Second: Dr. McCray

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

- h. Approve opening 6 month Certificate of Deposit (CD) account with Chase Bank (currently 5% APY) and transferring amount set by the board from the current Chase general savings account.

It is recommended that the Board approve Agenda Item B.h. as proposed to move 4 million dollars to a 6-month CD with Chase.

Motioned: Ms. Latuner

Second: Dr. McCray

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

- i. Ratify and approve Purchase Orders/Expenses through September, 2023.

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

Motioned: Ms. Latuner

Second: Dr. McCray

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

III. ADJOURNMENT

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The meeting was adjourned at 6:39 pm

Board Meeting Minutes Approval

Board Chair or Board Secretary Name

Signature

Date