

MINUTES FOR A MEETING OF THE BOARD OF DIRECTORS OF SCHOOLS IN ACTION  
Approved April 14, 2018

A meeting of the Board of Directors of Schools in Action was held at 10:30 a.m. on March 10, 2018. The meeting was held at Action Community Charter School, Suite 212, 1241 South Soto Street, Los Angeles 90023.

The following board members were present by teleconference:

- Bernardo Gallegos

The following board members were present:

- Deborah R. Bronner
- Ronae Harrison
- Eric Belland
- Nancy Flores

**Call to Order**

Eric Belland called the meeting to order at 10:41a.m. Deborah Bronner recorded the minutes. The following members of the administrative staff were present: Glenda Aleman, Executive Director, Kalin Balcomb, Director of Schools, Stephanie Conde, Operations Manager and Erin Kleiner, Assistant Principal for Grades 3 -- 5. Dawn Bastin, Director of Accounting Services at Charter Impact was also present.

**OPEN SESSION**

- 1) **Public Comment.** None.
- 2) **Announcements from Board Members and Board Committees.** None.
- 3) **Motion to Add an Agenda Item.** Deborah Bronner made a motion to add an agenda item to consider the selection of an auditor for the 2017—2018 academic year. Eric Belland seconded the motion. The motion passed with 5 aye votes.
- 4) **Proposal to Award Auditor for 2017 –2018 Academic Year.** Deborah Bronner made a motion to approve the appointment of Clifton Larson Allen as the auditor for the 2017—2018 academic year. Eric Belland seconded the motion. The motion passed with 5 aye votes.
- 5) **Consideration of Minutes from Past Meetings.** Eric Belland made a motion to approve for adoption the minutes from meeting of the Board of Directors held on January 27, 2018. Bernardo Gallegos seconded the motion. The motion passed with 5 aye votes.
- 6) **Presentation of Financial Report.** The Board of Directors reviewed the financial information presented by Dawn Bastin of Charter Impact based on the current budget-to-actual report, cash flow projection, and next year forecast based on the January financials.

- A. The elementary school enrollment was at 314, attendance rate was 97.8% and the expected surplus was \$268,000, which is \$59,000 less than was budgeted. The ending fund balance is expected to be \$813,000, which is 19% of Annual Expenses.
- B. The middle school had an enrollment of 118 and an expected surplus of \$145,000, which is \$69,000 greater than budget. Expenditures are greater than budget but offset by revenue.
- C. The CMO revenue is expected to be \$650,000 higher than budget. The expenses are also projected to be at higher than budget level, with a positive cash balance at year end. The projected surplus is \$2,000, with the ending fund balance at \$156,000, which is 5.4% of annual expenses.

Deborah Bronner made a motion to accept the report with January financials as presented. Eric Belland seconded the motion. The motion passed with 5 aye votes.

- 7) **Consideration of Second Interim Report.** Eric Belland made a motion to approve the second interim report as presented by Charter Impact. Nancy Flores seconded the motion. The motion passed with 5 aye votes.
- 8) **Consideration of Facilities Projected Budget.** Executive Director Glenda Aleman presented a projected budget for the new facilities project for adoption.
- 9) **Consideration of 18-19 Teacher Salary Scale.** Executive Director Glenda Aleman presented a new teacher salary scale that is competitive with market. Nancy Flores made a motion to adopt the new teacher salary scale as presented. Eric Belland seconded the motion. The motion passed with 5 aye votes.
- 10) **Consideration of LAUSD Compliance Monitoring and Certification Form.** The Board reviewed the completed compliance monitoring form.
- 11) **Consideration of Meal Program Request for Proposals (RFP).** Executive Director Glenda Aleman presented a Request For Proposal for a Food Service Management Company contract to serve the meal program. Deborah Bronner made a motion to approve the Request for Proposal as presented. Nancy Flores seconded the motion. The motion passed with 5 aye votes.
- 12) **Resolution to determine number of Board Members.** Executive Director Glenda Aleman presented a resolution to determine the number of board members as specified in the By Laws. Deborah Bronner made a motion to adopt a resolution setting the number of Board members at five (5). Eric Belland seconded the motion. The motion passed with 5 aye votes.
- 13) **Report from Administrators.** Director of Schools Kalin Balcomb reviewed the current status of the schools, and CMO, including current student count, facilities and personnel.
- 14) **Adjournment.** The meeting adjourned at 12:40 p.m.