

# MINUTES FOR A MEETING OF THE BOARD OF DIRECTORS OF SCHOOLS IN ACTION

## Approved May 19, 2018

A meeting of the Board of Directors of Schools in Action was held at 10:30 a.m. on April 14, 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:

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

### **Call to Order**

Eric Belland called the meeting to order at 10:42 a.m. Deborah Bronner recorded the minutes. The following member of the administrative staff was present: Glenda Aleman, Executive Director. 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) **Consideration of Minutes from Past Meetings.** Eric Belland made a motion to approve for adoption the minutes from the meetings of the Board of Directors held on March 10, 2018 and March 26, 2018. Ronae Harrison seconded the motion. The motion passed with 4 aye votes.
- 1) **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 February financials.
  - A. The elementary school enrollment was at 314, attendance rate was 97.9% and the expected surplus was \$193,000, which is \$134,000 less than was budgeted. The ending fund balance is expected to be \$738,000, which is 17% of Annual Expenses.
  - B. The middle school had an enrollment of 121 and an expected surplus of \$35,000, which is \$25,000 greater than budget. Expenditures are greater than budget but offset by revenue.
  - C. The CMO revenue is expected to be \$347,000 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 -\$49,000, with the ending fund balance at \$105,000, which is 4% of annual expenses.

- 4) **Review of LAUSD Audit.** The Executive Director, Glenda Aleman, presented the results of the 2017-2018 LAUSD audit for both schools.
- 5) **Consideration of 2018-19 Academic Calendar.** The Executive Director, Glenda Aleman proposed an academic calendar for adoption. Eric Belland made a motion to adopt the academic calendar as proposed. Nancy Flores seconded the motion. The motion passed with 4 aye votes.
- 6) **Consideration of Bids for Meal Program Software.** This agenda item was tabled until the next meeting.
- 7) **Consideration of Lease with Red Hook Capital.** This agenda item was tabled until the next meeting.
- 8) **Presentation of Academic Data.** This agenda item was tabled until the next meeting.
- 9) **Report from Administrators.** This agenda item was tabled until the next meeting.
- 10) **Consideration of Executive Director's Annual Performance Evaluation.** This agenda item was tabled until the next meeting.
- 11) **Adjournment.** The meeting adjourned at 12:55 p.m.

#### **BOARD RETREAT**

- 1) The board engaged in Brown Act training.