

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

REGULAR MEETING

4.22.23

10:00am

Meeting Location:

Arts in Action Community Charter School
5115 Via. Corona, Los Angeles, CA, 90022

Ability to attend remotely from:

Arts in Action Community Middle School
745 S. Kern Ave, Los Angeles, CA, 90022

If calling in:

[Join Zoom Meeting](#)

ID: 83616999269

Passcode: 855955

Board Members Present:

Raul Alarcon-Vice President

Catherine Belcher-Board Member

Deborah Bronner-Treasurer

Rachel Gibbs-Secretary

Board Members Absent:

Ronae Harrison-President

Lizette Ezparsa-Board Member

Raul called the meeting to order at 10:08AM

OPEN SESSION

1) Public Comment.

a) None

2) Announcements from Board Members or Board Committees.

a) None

3) Consideration of Minutes from Past Meetings. The minutes from the 2.23.23 Board Meeting were reviewed and considered for adoption by the school board.

a) Rachel made a motion to approve the minutes, Deborah seconded.

b) 4 ayes, 0 nays. Motion passed.

4) Consideration of March Financials. The Executive Director and Charter Impact presented the March financials for review and consideration by the school board.

a) Raul asked for clarification on the 11K expenditure for apparel. Kalin responded that this amount was due to costs for all three entities, which included recruitment, staff, and student materials.

b) Raul made a motion to approve the March financials, Rachel seconded.

c) 4 ayes, 0 nays. Motion passed.

- 5) **Consideration of the Draft Exempt Organization Form 990 and California Form 199 Returns.** The Executive Director and Derrick DeBruyne from Clifton Larson presented the 990 and 199 returns for review and consideration by the school board.
- Deborah asked if the 501-3c project was resolved, Kalin responded that it was and will be covered in the administrator report.
 - Raul asked who the LLC officers are. Kalin and Charter Impact responded that the LLC has no officers.
 - Catherine made a motion to approve the 990 and 199 returns, Rachel seconded.
 - 4 ayes, 0 nays. Motion passed.
- 6) **Consideration of the Selection of the Independent Auditor.** The Executive Director presented a proposal to use the Clifton Larsen Allen Firm as the independent fiscal audit firm for the 2022-2023 school year audit for review and consideration by the school board.
- Raul asked if the fees increased, Rebecca responded that there was an increase of about \$3000 from the previous year.
 - Deborah made a motion to approve CLA as our independent auditor for another year, Catherine seconded.
 - 4 ayes, 0 nays. Motion passed.
- 7) **Administrators Report.** School Leadership presented on the meal program including IRS 501-3c private ruling, state meal program audit, procurement and contract renewal updates, grant updates, professional development planning, tiered teacher criteria planning, summer school planning including budget, staffing and leadership configuration updates, and programmatic planning, covid-19 updates, STRS audit updates, LAUSD oversight visit outcome updates, upcoming and end of year school events, 2023-2024 Single School Site Strategic Plan for both schools, 2023-2024 School Safety Plan, 2023-2024 staffing and current annual budget planning, 2023-2024 student enrollment and recruitment initiatives, schoolwide benchmark and state testing updates and initiatives, McKinney Vento initiatives, and general middle and elementary school updates for review and consideration by the school board.
- Rachel had a question regarding the 21st Century Grant and if the grant pertained to both schools. Kalin confirmed that the grant was for both schools.
 - Raul asked what percent of students are participating in the after-school program. Kalin shared that more than 50% of our students participate in the after-school program at our elementary school, and slightly lower than 50% at the middle school.
 - Catherine asked if we run the same summer school schedule at both sites. Kalin responded, yes. Jamie Kikuchi added that summer school is open to new families as well.
 - Deborah asked about the birthday requirement for TK for 2023-2024. Raul responded that the date of birth qualifying students for enrollment in TK is April 2nd. Next year qualifying birth dates will be expanded to any point in the year.
 - Raul asked if a staff member is overseeing recruitment. Kalin responded that Jesus Mascorro, the Director of Community Engagement and Enrichment, oversees it along with a team dedicated to recruitment efforts.
 - Raul asked where the 8th grade graduation will be. Erin responded that it will take place on the Middle School campus.
 - Deborah made a motion to approve the Administrator's Report, Catherine seconded.
 - 4 ayes, 0 nays. Motion passed.
- 8) **Consideration of the 2023-2024 Academic Calendar.** The Executive Director presented the draft 2023-2024 Academic Calendar for review and consideration by the school board.
- Raul asked if our calendar had 180 academic days in the proposed 22/23 calendar. Kalin shared that there are currently 179 academic days scheduled. Melvin Marroquin noted that we

arrived at 179 due to alignment to the LAUSD and Montebello School District calendars as much as possible, while also being strategic about planning for the academic needs of our students and the professional development needs of our staff.

- b) Catherine made a motion to approve the 2023-2024 Academic Calendar, Rachel seconded.
- c) 4 ayes, 0 nays. Motion passed.

- 9) **Consideration of the 2023-2024 Teacher Salary Scale.** The Executive Director presented the draft 2023-2024 Teacher Salary Scale options for review and consideration by the school board.
- a) Catherine asked if the retention piece is a stipend. Kalin responded, yes, it is a one time stipend that is payable in the next school year.
 - b) Raul commented that he agreed that we have to remain competitive. He shared that LAUSD is doing a good job at ensuring they keep their teachers. Raul expressed concern about the state of education funding in the state of California in general. Projections for the state budget might come in May or June. He believes that the new salary scale is a good move to ensure teacher retention.
 - c) Deborah asked what percentage increase the salary scale was compared to the previous salary scale, Kalin responded it was about 17%, but that the salary that teachers would receive was comparable to the 21% increase that UTLA and LAUSD agreed to (when comparing where teachers would fall on each scale).
 - d) Rachel asked about the affordability of this new salary scale and carrying on the new scale moving forward. Kalin shared that the scale was planned based on consultation with Rebecca, both for next year and in years moving forward. Kalin shared that additional staffing positions, such as an assistant teacher in each classroom might have to change in the future if funding does not increase after next school-year.
 - e) Deborah made a motion to approve the 2023-2024 Teacher Salary Scale, Catherine seconded.
 - f) 4 ayes, 0 nays. Motion passed.

- 10) **Consideration of the Formation of an Ad Hoc Executive Director Evaluation Committee.** The school board will considered the formation of an Ad Hoc Executive Director Evaluation Committee to lead the end of year evaluation process for the Executive Director.
- a) Ronae, Rachel and Raul volunteered to be part of the Ad Hoc Committee.
 - b) Catherine made a motion to approve the formation the Ad Hoc Committee and the members of the committee, Deborah seconded.
 - c) 4 ayes, 0 nays. Motion passed.

- 11) **Consideration of the FSMC Meal Program Contract Extension Renewals for Revolution Foods (Magnolia Science Academy Schools 1-7, Valor Academy Elementary, Valor Academy High School & Valor Academy Middle School).** The Executive Director and District Meal Program Director presented the FSMC Meal Program Contract Extension Renewals for review and consideration by the school board.
- a) Rachel made a motion to approve the contract extension, Deborah seconded.
 - b) 4 ayes, 0 nays. Motion passed.

- 12) **Consideration of the Vended Meals Only Meal Program Contract Extension Renewals for Top Notch (Magnolia Science Academy San Diego).** The Executive Director and District Meal Program Director presented the Vended Meals Only Meal Program Contract Extension Renewal for Top Notch for review and consideration by the school board.
- a) Rachel made a motion to approve the contract extension, Deborah seconded.
 - b) 4 ayes, 0 nays. Motion passed.

- 13) Consideration of the Vended Meals Only Meal Program Contract Extension Renewals for Revolution Foods (Highland Academy Charter School).** The Executive Director and District Meal Program Director presented the Vended Meals Only Meal Program Contract Extension Renewal for Revolution Foods for review and consideration by the school board.
- a) Rachel made a motion to approve the contract extension, Deborah seconded.
 - b) 4 ayes, 0 nays. Motion passed.
- 14) Consideration of the Vended Meals Only Meal Program Contract Extension Renewal for Sapphire at School.** The Executive Director and District Meal Program Director presented the Vended Meals Only Meal Program Contract Extension Renewal for Sapphire for review and consideration by the school board.
- a) Sapphire at School:**
 - i) Magnolia Science Academy Santa Ana (1 school)
 - b) Rachel made a motion to approve the contract extension, Deborah seconded.
 - c) 4 ayes, 0 nays. Motion passed.
- 15) Consideration of the Vended Meals Only Meal Program Contract Extension Renewals for Revolution Foods.** The Executive Director and District Meal Program Director presented the Vended Meals Only Meal Program Contract Extension Renewals for Revolution Foods for review and consideration by the school board.
- a) Bright Star Schools (6 schools)**
 - i) Rise Kohyang Elementary School
 - ii) Rise Kohyang Middle School
 - iii) Rise Kohyang High School
 - iv) Stella Elementary Charter Academy
 - (1) Stella ES Location 1 (TK-1st Grade)
 - (2) Stella ES Location 2 (2nd-4th Grade)
 - v) Stella Middle Charter Academy
 - vi) Stella High Charter Academy
 - b) LA Area Sites (4 schools)**
 - i) Arts in Action Community Charter School
 - ii) Arts in Action Community Middle School
 - iii) Learning by Design Charter School
 - iv) Valley International Preparatory High School
 - c) Allegiance Sites (2 schools)**
 - i) Allegiance Steam Academy Thrive Chino
 - ii) Allegiance Steam Academy Fontana
 - d) Bay Area Sites (15 schools)**
 - i) KIPP King Collegiate High
 - ii) KIPP Summit Academy
 - iii) KIPP Heartwood Academy
 - iv) KIPP Prize Preparatory Academy
 - v) KIPP San Francisco Bay Academy
 - vi) KIPP San Francisco College Preparatory
 - vii) KIPP Bayview Academy
 - viii) KIPP Bridge Rising Academy
 - ix) KIPP Esperanza High School
 - x) Gateway Middle School
 - xi) Gateway High School

- xii) Creative Arts Charter School
- xiii) The New School Francisco
- xiv) KIPP Stockton K-12
- xv) KIPP University Park

e) CACFP Vended Meals- (14 schools)

- i) Arts in Action Community Charter School
 - ii) Arts in Action Community Middle School
 - iii) Palmdale Aerospace Academy
 - iv) Magnolia Science Academy #1
 - v) Magnolia Science Academy #2
 - vi) Magnolia Science Academy #3
 - vii) Magnolia Science Academy #6
 - viii) Magnolia Science Academy #7
 - ix) Valor Academy Elementary
 - x) Valor Academy Middle
 - xi) Stella High Charter Academy
 - xii) Rise Kohyang Elementary School
 - xiii) Rise Kohyang Middle School
 - xiv) East Los Angeles Youth Center
- f) Rachel made a motion to approve the contract extension, Deborah seconded.
- g) 4 ayes, 0 nays. Motion passed.

16) Consideration of the Request for Proposals process for Vended Meals Only RFPs. The Executive Director and District Meal Program Director presented the RFP for the Vended Meals Only for the below schools for review and consideration by the school board.

a) Magnolia Science Academy Santa Ana (1 school)

b) Bright Star Schools (6 schools)

- i) Rise Kohyang Elementary School
- ii) Rise Kohyang Middle School
- iii) Rise Kohyang High School
- iv) Stella Elementary Charter Academy
 - (1) Stella ES Location 1 (TK-1st Grade)
 - (2) Stella ES Location 2 (2nd-4th Grade)
- v) Stella Middle Charter Academy
- vi) Stella High Charter Academy

c) LA Area Sites (4 schools)

- i) Arts in Action Community Charter School
- ii) Arts in Action Community Middle School
- iii) Learning by Design Charter School
- iv) Valley International Preparatory High School

d) Allegiance Sites (2 schools)

- i) Allegiance Steam Academy Thrive Chino
- ii) Allegiance Steam Academy Fontana

e) Bay Area Sites (15 schools)

- i) KIPP King Collegiate High
- ii) KIPP Summit Academy
- iii) KIPP Heartwood Academy
- iv) KIPP Prize Preparatory Academy
- v) KIPP San Francisco Bay Academy
- vi) KIPP San Francisco College Preparatory
- vii) KIPP Bayview Academy

- viii) KIPP Bridge Rising Academy
- ix) KIPP Esperanza High School
- x) Gateway Middle School
- xi) Gateway High School
- xii) Creative Arts Charter School
- xiii) The New School Francisco
- xiv) KIPP Stockton K-12
- xv) KIPP University Park

f) CACFP Vended Meals- (14 schools)

- i) Arts in Action Community Charter School
 - ii) Arts in Action Community Middle School
 - iii) Palmdale Aerospace Academy
 - iv) Magnolia Science Academy #1
 - v) Magnolia Science Academy #2
 - vi) Magnolia Science Academy #3
 - vii) Magnolia Science Academy #6
 - viii) Magnolia Science Academy #7
 - ix) Valor Academy Elementary
 - x) Valor Academy Middle
 - xi) Stella High Charter Academy
 - xii) Rise Kohyang Elementary School
 - xiii) Rise Kohyang Middle School
 - xiv) East Los Angeles Youth Center
- g) Deborah made a motion to accept the Request for Proposals process for Vended Meals Only RFPs for each of the schools listed above. Catherine seconded.
- h) 4 ayes, 0 nays. Motion Passed

17) Adjournment at 11:55am.

Requests for disability-related modifications or accommodations shall be made 24 hours prior to the meeting to the schools' main offices or by calling (323) 266-4371. Individuals wishing to speak at a Board meeting must sign up at the meeting. There will be no sign ups in advance of the meeting. Speakers must sign up prior to the item being acted upon by the Board. Speakers should plan to arrive early as items with no speakers may be acted on at the beginning of the meeting. Materials related to an item on this Board agenda can be requested and made available for public inspection at the main office of Schools in Action, which is also the main office of Arts in Action Community Charter Schools.