

**NEW OPPORTUNITIES ORGANIZATION, INC.  
SPECIAL BOARD OF EDUCATION MEETING**

**Meeting Location**

**Family First Charter School  
4953 Marine Avenue, Room C4, Lawndale, CA 90260**

**TUESDAY, DECEMBER 13, 2016**

**OPEN SESSION AT 4:30 P.M.**

(Prepared and distributed: 12/9/2016)

**This legislative body conducts business under the meeting requirements of the Ralph M. Brown Act.**

**NOTICE OF INTENT TO RECORD**

This meeting will be tape recorded for purposes of recording the minutes. In consideration of others, please turn off all electronic devices before the start of the meeting.

**MEETING AGENDA & RELATED MATERIALS**

Agendas for regular board meetings as defined by the Brown Act will be posted at the meeting site and the legislative body's website, if applicable, 72 hours prior to the start of the meeting. Agendas for special meetings as defined by the Brown Act will be posted at the meeting site and the legislative body's website, if applicable, 24 hours prior to the start of the meeting. Materials relating to an agenda topic that is a matter of public record in open session, will be made available for public inspection 72 hours prior to the start of the meeting, or, alternatively, when the materials are distributed to at least a majority of board members.

**THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE**

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

**REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY**

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

**SPECIAL PRESENTATIONS MAY BE MADE**

Notice is hereby given that, consistent with the requirements of the *Bagley-Keene Open Meeting Act*, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

**REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY**

Pursuant to the *Rehabilitation Act of 1973* and the *Americans with Disabilities Act of 1990*, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting may request assistance by contacting the office of the Executive Director at 4953 Marine Ave., Lawndale, CA 90260, (310) 355-0001, at least 48 hours prior to the meeting.

**FOR MORE INFORMATION**

For more information concerning this agenda or for materials relating to this meeting, please contact the office of the Executive Director at 4953 Marine Ave., Lawndale, CA 90260, (310) 355-0001, at least 48 hours prior to the meeting.

- 1. CALL TO ORDER:** – *President Konig called the meeting to order at 4:40PM*
  - a. *FLAG SALUTE – President Konig led the flag salute.*
  - b. *ROLL CALL – All members were present, except Erlandson who had a scheduling conflict.*

**2. APPROVAL OF AGENDA**

Motion: Camberos  
 Second: Carrillo  
 Vote: 3/0

Member	Aye	Nay	Abstain
Konig	X		
Camberos	X		
Carrillo	X		
Erlandson			
Vacant			

3. **PUBLIC COMMENTS** – *There were no public comments.*

4. **BOARD ORGANIZATION**

**A. Election of Board President**

**Nominations** *Bernie Konig was nominated by Clerk Camberos. There were no other nominations. Bernie Konig accepted the nomination. After the vote Mr. Konig was elected board President.*

Motion: Camberos  
 Second: Carrillo  
 Vote: 3/0

Member	Aye	Nay	Abstain
Konig	X		
Camberos	X		
Carrillo	X		
Erlandson			
Vacant			

**B. Election of Clerk**

**Nominations** *Lulu Camberos was nominated by President Konig. There were no other nominations. Lulu Camberos accepted the nomination. After the vote Ms. Camberos was elected board Clerk.*

Motion: Konig  
 Second: Carrillo  
 Vote: 3/0

Member	Aye	Nay	Abstain
Konig	X		
Camberos	X		
Carrillo	X		
Erlandson			
Vacant			

**C. Election of Treasurer**

**Nominations** *Francisco Carrillo was nominated by President Konig. There were no other nominations. Francisco Carrillo accepted the nomination. After the vote Mr. Carrillo was elected board Treasurer.*

Motion: Konig  
 Second: Camberos  
 Vote: 3/0

Member	Aye	Nay	Abstain
Konig	X		
Camberos	X		
Carrillo	X		
Erlandson			
Vacant			

**5. CONSENT AGENDA**

Please note: all matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board’s vote on them.

- a. CHECK REGISTER(S): October, November
- b. MINUTES: October 20, 2016
- c. Credit Card Usage Report

Motion: Konig  
 Second: Camberos  
 Vote: 3/0

Member	Aye	Nay	Abstain
Konig	X		
Camberos	X		
Carrillo	X		
Erlandson			
Vacant			

**6. INFORMATIONAL ITEMS**

- a. Presentation – EdTec Financial Update – *Chang Patel from EdTec presented the first interim reports for New Opportunities Charter and Family First Charter detailing changes in the previous forecast. She reported on the reasons for changes in funding and expenditures, noting that ADA for New Opportunities increased while Family First remained the same. Revenue increased as a result of the increased CTE Grant. Ms. Patel explained that both charter schools will end up with positive balances and are very healthy. Chang Patel explained to the board about expenditures that will be seen in January related to the PCSGP that will have no major impact once reimbursements are received but the fluctuation in cash will be noticeable, though no true impact overall. Ms. Patel noted to the board there was an adjustment for insurance cost slightly higher than forecasted, of about \$5,000 for each charter. President Konig asked if pension plans were going to impact our budgets. Executive Director Guzman responded that pension plans will definitely affect the budget - there was a brief discussion between the board, EdTec and charter administrators about the overall financial practices of the charters to ensure their long term financial stability. The board was satisfied with the information provided.*

**7. DISCUSSION & ACTION ITEMS** – *Item 7.b. was addressed first, then Item 7.a.*

- a. Approval of 2015-16 Audit for New Opportunities Charter School – *Ben Leavitt from Cossolias Wilson Dominguez Leavitt Certified Public Accountants addressed the board and similarly to Family First, gave a detailed overview of the results of the 2016 audit for New Opportunities Charter School. Once more Mr. Leavitt directed the board’s attention to pages 23 and 24 of the Audit Report to note there were no comments for year audited 2016, also reported current status of Implemented for comments from the previous year. Board President Konig asked if overall these charters were the best Audit results. Mr. Leavitt responded the charters definitely performed to the Audit as a result of the attitude of charter management of not letting comments roll off but instead looking at them closely and working with the Auditors and EdTec to find solutions.*

Motion: Konig  
 Second: Camberos  
 Vote: 3/0

Member	Aye	Nay	Abstain
Konig	X		
Camberos	X		
Carrillo	X		
Erlandson			
Vacant			

- b. Approval of 2015-16 Audit for Family First Charter School – *Ben Leavitt from Cossolias Wilson Dominguez Leavitt Certified Public Accountants addressed the board and gave a detailed overview of the results of the 2016 audit for Family First Charter School. Particularly Mr. Leavitt directed the board’s attention to pages 23 and 24 of the Audit Report to note there were no comments for year audited 2016. Mr. Leavitt also noted that for the previous year findings, the current status is Implemented, and based on their control testing there were no deficiencies noted.*

Motion: Carrillo  
 Second: Camberos  
 Vote: 3/0

Member	Aye	Nay	Abstain
Konig	X		
Camberos	X		
Carrillo	X		
Erlandson			
Vacant			

- c. Approval of First Interim Report for New Opportunities Charter School – *During the Financial Update, Ms. Chang Patel from EdTec provided details of the First Interim and responded to questions.*

MINUTES MINUTES MINUTES MINUTES MINUTES MINUTES MINUTES MINUTES

Motion: Camberos  
 Second: Koning  
 Vote: 3/0

Member	Aye	Nay	Abstain
Konig	X		
Camberos	X		
Carrillo	X		
Erlandson			
Vacant			

- d. Approval of First Interim Report for Family First Charter School – *During the Financial Update, Ms. Chang Patel from EdTec provided details of the First Interim and responded to questions.*

Motion: Carrillo  
 Second: Camberos  
 Vote: 3/0

Member	Aye	Nay	Abstain
Konig	X		
Camberos	X		
Carrillo	X		
Erlandson			
Vacant			

- e. College Readiness Grant initial discussion New Opportunities Charter School – *Operations Director Rosas gave an overview of the initial College Readiness Grant.*

Motion: Carrillo  
 Second: Konig  
 Vote: 3/0

Member	Aye	Nay	Abstain
Konig	X		
Camberos	X		
Carrillo	X		
Erlandson			
Vacant			

- f. College Readiness Grant initial discussion Family First Charter School – *Operations Director Rosas gave an overview of the initial College Readiness Grant.*

MINUTES MINUTES MINUTES MINUTES MINUTES MINUTES MINUTES MINUTES

Motion: Camberos  
 Second: Konig  
 Vote: 3/0

Member	Aye	Nay	Abstain
Konig	X		
Camberos	X		
Carrillo	X		
Erlandson			
Vacant			

- g. Approval of one time Appreciation Bonus to charter staff exclusive of administrators and site directors – *President Konig wanted to know when this bonus would be paid out and Executive Director Guzman responded December 16<sup>th</sup>.*

Motion: Konig  
 Second: Camberos  
 Vote: 3/0

Member	Aye	Nay	Abstain
Konig	X		
Camberos	X		
Carrillo	X		
Erlandson			
Vacant			

- h. Approve addition of support staff positions with appropriate salary schedule – *Operations Director Rosas explained this was just a renaming of existing positions to be in accordance with duties performed. Salary and Benefits remained the same.*

Motion: Carrillo  
 Second: Camberos  
 Vote: 3/0

Member	Aye	Nay	Abstain
Konig	X		
Camberos	X		
Carrillo	X		
Erlandson			
Vacant			

**8. BOARD MEMBER REPORTS** – *Clerk Camberos congratulated administrators and staff on the results of the Audit and referred to the positive comments made by the Auditor. She reported being thankful for participating in the journey the Organization has embarked in, and wished everyone Happy Holidays. Treasurer Carrillo agreed with Clerk Camberos and congratulated all and wished Happy Holidays. President Konig also agreed with Clerk Camberos and added the work being done by the charter schools is amazing and recognized the administrators for not participating in the one-time bonus, but sincerely appreciated the bonus was asked on behalf of staff. He also wished Happy Holidays to all and further thanked EdTec for all their great work.*

**9. EXECUTIVE DIRECTOR REPORT** – *Paul Guzman referenced the Audit results and reiterated the charters always strive to and have to do better, because people are always going to question the*

*type of work we do. He detailed some of the staffing and spending decisions made in order to remain accountable and certainly something to be proud that the whole team takes ownership of the Audit and that working with EdTec has been a game changer. Executive Director Guzman talked about a new partnership with Ollin Law to provide re-entry services. Ollin Law will provide training to charter staff on how to identify students that may be facing challenges for example homelessness and mental issues. He reported on the recent Charter Conference attended by administrators with the most notable remark being the financial forecast and the message given at the State level that everything is OK now, but this is the time to prepare for hard times. Particularly because charter schools are constantly under attack, so it is important to remain fiscally solvent and making sure to dot all our i's and cross all our t's. He stressed that our staff are always flexible and willing to assist in other areas whenever possible or needed. Clerk Camberos asked how the community event go. Paul Guzman reported the event went well with over 200 students and community members participating, there were activities like pumpkin coloring, music, games, and Johnny Duran, a teacher at one of the jails, MC'd the event and he will also MC the Fall Graduation. The event was successful and there are plans to do it again next October.*

**10. ADJOURNMENT** – *President Konig adjourned the meeting at 5:35pm. Next board meeting schedule for February 16, 2017.*

Motion: Konig  
 Second: Camberos  
 Vote: 3/0

Member	Aye	Nay	Abstain
Konig	X		
Camberos	X		
Carrillo	X		
Erlandson			
Vacant			

*Respectfully submitted,*

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*Lulu Camberos, Board Clerk*