

MINUTES

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

**Meeting Location**

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

**THURSDAY, FEBRUARY 19, 2015**

**OPEN SESSION AT 6:30 P.M.**

(Prepared and distributed: February 16, 2015)

**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 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 6:40pm.*
  - a. **FLAG SALUTE** – *Clerk Hilliard led the flag salute.*
  - b. **ROLL CALL** – *All members were present. Board Clerk Hilliard arrived 10 minutes late due to traffic.*
2. **APPROVAL OF AGENDA** – *The board approved the agenda for this meeting with the following corrections: Items 4.e. and 4.f. moved from Consent Agenda to Items 5.d. and 5.e. as Information items.*

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Motion: Camberos  
Second: Hilliard  
Vote: 4/0

Member	Aye	Nay	Abstain
Konig	X		
Hilliard	X		
Carrillo	X		
Camberos	X		

- 3. PUBLIC COMMENTS** – *Mr. Paul Jones talked regarding the opportunity to participate in the internship program. Spoke regarding his life experience with Cocaine Addiction and the positive impact the support from New Opportunities Charter School has made in his life in obtaining his high school diploma. Ms. Cristina Chiappe talked about the passing of Mark Blocker and how staff and students miss him already. She also spoke of comparing 2013-14 to 2014-15, relating that she was happy and pleased that enrollment and attendance are up, and students are evidently happy and of being able to participate in this program. She thanked the board for their support, requested for them to continue to support the program and offered that she is happy to be part of this program. Clerk Hilliard thanked both speakers. He further said to Mr. Jones that he is the example of the results we look forward to when serving students.*

### **4. 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. Notification of Board Director Luz Lozano's resignation
- b. CHECK REGISTER(S): December 2014 & January 2015
- c. MINUTES: December 11, 2014
- d. LEASE AGREEMENT: East Los Angeles office – *Paul Guzman spoke regarding the opportunity to offer an Independent Study program. The conditions under which the lease was set up as month-to-month, and the assurances the landlord gave regarding certain costs he would cover in case the program would have to move from the 3<sup>rd</sup> to the 4<sup>th</sup> floor. Month-to-month offers the convenience of doing a trial program where the charter can move out of the building at a month's notice without forfeiting a whole year's rent. Members were shown the floor plan with the location for the Independent Study program.*
- e. ~~MOU: East Los Angeles Employment and Business Center and Family First CS-~~
- f. ~~MOU: East Los Angeles Employment and Business Center and New Opportunities CS~~
- g. UPDATE: Independent Study Policy – *Jeff Hilger gave an overview of changes in CDE requirements for Independent Study programs. Paul Guzman explained that Charters are allowed to have some non-classroom based ADA; and this is ideal to serve certain populations within the jail system that are not allowed to attend regular classes. Member Camberos asked for clarification on what happens when inmates are in isolation more than 2 weeks and technically they must be dropped from the I.S. program. Jeff Hilger contributed that in those cases, the Sheriff does allow the teacher to visit the inmate to provide and to collect assignments.*

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- h. **CONTRACT:** Non-instructional Consultant – *IT support services for New Opportunities will be provided by Maurice Hernandez in accordance with the current Business Services MOU with Centinela Valley.*
- i. **RE-ENTRY SERVICES:** Paid Internship Opportunities – *The generic contract for all types of interns was presented to the board. This internship contract covers both the 12x12x12 re-entry interns, and unpaid interns that will benefit from the experience of working inside the jails. This also gives the opportunity for the charters to pre-screen candidates that are suitable for long term positions inside the jails. Operations Manager explained the differences between Paid and Unpaid Internships. The Board President inquired regarding funding for Internships, the Executive Director explained funds are generated through ADA. The Executive Director further explained these Paid Internships are short term and non-renewable, these internships are to assist in the Re-Entry process, and not meant for long term employment.*

Motion: Carrillo  
Second: Hilliard  
Vote: 4/0

Member	Aye	Nay	Abstain
Konig	X		
Hilliard	X		
Carrillo	X		
Camberos	X		

### 5. INFORMATIONAL ITEMS

- a. **Presentation – EdTec Financial Update – Chang Patel** went about to present the current State Budget, starting with deferred monies that will be paid earlier to all Schools, and the LCFF gap will be closed in less than the 8 years projected. Ms. Patel explained that all financial reporting would still be done separately for each Charter School. Ms. Patel started with P1 ADA Certification for Family First at 351.43, which is right on target, since we projected 350. She further explained the different types of State funding the school qualifies for including English Language Learners and Foster Youth, therefore the school needs to closely watch these counts. Ms. Patel continued to direct the attention of the Board Members to different values in the reports in their packets. She then started New Opportunities report, again with the P1 ADA Certification at 353.29, which is lower than the 400 projected. Mr. Guzman contributed that there have been some challenges inside the Jails. He cited an example of a class of 40 inmates being reduced to 18 over a weekend without any notification to the Charter, and with this trend New Opportunities Charter School will not meet its ADA goal. Ms. Patel contributed that even if New Opportunities Charter School did not receive all the projected funding for next year, this year the Charter budgeted conservatively and several expenditures would also be diminished (Special Ed. encroachment, oversight fee, etc.), and the Charter will be in good standing and prepared for next year.
- b. **Presentation – Cossolias, Wilson, Dominguez, Leavitt 2013-14 Audit Findings – Ben Leavitt** made a brief presentation of Audit Findings. He started by explaining to Board Members what an Audit for the Charters means, from State Compliance and Internal Controls and Compliance. Nothing abnormal was found in either Charter. Mr. Leavitt suggested the Board Members to review the Audit Findings, mainly regarding the new MOU's each Charter holds

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with Centinela Valley, which solved many of the imprecise dealings between the entities. The new MOU's address and formally delineate the relationship between each Charter and CV, so there is less room for misinterpretation. Mr. Leavitt went on to explain about what he considered the most important finding related to ADA reporting compliance. He reported that some recommendations on this respect were made to the Charters and they were immediately implemented via Paul Guzman. Mr. Leavitt further contributed that it is extremely rare to have zero exemptions to any Audit. The third finding were related to the Local Control Funding Formula, and was related to CV not providing timely or adequate information for the Charters to be able to submit a simple document where the administration acknowledges they are aware of the LCFF. For 14-15, this has already been submitted so it will not be an issue then. The last finding was regarding submission of Pupil Counts, where CV failed to submit counts on behalf of the Charters. Mr. Leavitt expressed that now that EdTec was onboard, and EdTec's expertise being Charters, that this should no longer be an issue. Overall, as an Auditor, Mr. Leavitt was impressed with the openness to receive Audit input, and the speed of implementing the Auditors recommendations. The Board President contributed that he was happy with the report, having witnessed other reports where there was a long list of Audit Findings. Mr. Guzman expressed that it has been a positive learning process, and hopefully there would be no or close to zero findings for 14-15.

- c. Presentation – Credit Card Usage Report – Operations Manager presented the Report, and Board Members reviewed it. All questions were addressed.
- d. **MOU: East Los Angeles Employment and Business Center and Family First CS**
- e. **MOU: East Los Angeles Employment and Business Center and New Opportunities CS**  
Mr. Guzman went to explain that in dealing with the East L.A. office, it would be a similar relationship as the South Bay WIB, where each Charter would be enter into an exclusive partnership with East L.A. Employment and Business Centers. Jeff Hilger gave a historical presentation of how a program like Family First Charter School and New Opportunities Charter School exists. Basically it is because of exclusive partnerships with Workforce Investment Boards. There is no limit to how many of these relationships can be established.

## 6. DISCUSSION & ACTION ITEMS

- a. Approve Second Interim Report Family First Charter School – Chang Patel went on to present the Second Interim Report for each Charter.

Motion: Carrillo  
Second: Camberos  
Vote: 4/0

Member	Aye	Nay	Abstain
Konig	X		
Hilliard	X		
Carrillo	X		
Camberos	X		

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### b. Approve Second Interim Report New Opportunities Charter School

Motion: Camberos

Second: Hilliard

Vote: 4/0

Member	Aye	Nay	Abstain
Konig	X		
Hilliard	X		
Carrillo	X		
Camberos	X		

c. Financial Policies for New Opportunities Organization – *Operations Manager explained the reasoning behind these Financial Policies, and how going forward these will help operate with controls and be compliant with State fund expenditures. Board President Konig wanted to know if all expenses above \$10,000 would have to come to the Board, Ms. Rosas explained that would not be the case. The Board President inquired regarding a \$12,000+ check listed in the current financial reports, and it was explained those expenditures related to STRS and to ASCIP. ASCIP contracts were previously approved by the Board. Board President Konig suggested implementing Drug Testing and Physicals for new hires. At Mr. Konig's behest, various possibilities and legalities were openly discussed by everyone attending the meeting.*

Motion: Hilliard

Second: Camberos

Vote: 4/0

Member	Aye	Nay	Abstain
Konig	X		
Hilliard	X		
Carrillo	X		
Camberos	X		

## 7. BOARD MEMBER REPORTS

*President Konig read a note from Ms. Chiappe requesting that Mr. Blocker be honored, Mr. Blocker, Teacher at Family First Charter School, passed on 2/15/15. Mr. Konig requested that minutes be sent along with the Board Agenda for Board Members to review timely.*

## 8. EXECUTIVE DIRECTOR REPORT

*Paul Guzman stressed on the challenge presented by constant changes inside Jail facilities. He has met with the new Sheriff and are building a good relationship with him. The Sheriff has visited our classes and is happy with the work being done. Mr. Guzman also mentioned the new Job Developer position that is being coordinated with the WIB. Mr. Guzman also updated regarding a meeting with Bob Cox, Asst. Supt. Human Resources, where Mr. Cox stressed that he thought Family First was moving, and the Charter perhaps should inform CV by March of their desire to move out. Mr. Guzman has spoken with CV Board Members and they are not concerned on this matter. Mr. Guzman contributed the fact the Charters have a great team of people working, and are all in support of our program and students.*

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*Mr. Konig asked if there should be an active search for a new board member to replace the one that resigned. Mr. Guzman mentioned that is something that can be explored. Bringing someone that is passionate about our mission would be valuable.*

*Mr. Guzman mentioned that regarding WASC we now have a WASC Coordinator assisting with this process. He also updated that Mr. Richard Perkins resigned and it opened the possibility of a new vocational/life skills class to offer students.*

*Mr. Konig asked if there should be flowers sent to Mr. Blocker's family. He was informed the Charter is waiting for funerary arrangement details to send the flowers.*

- 9. ADJOURNMENT** – *There being no further business to come before the Board, the meeting was adjourned at 8:54pm.*

Motion: Konig  
Second: Camberos  
Vote: 4/0

Member	Aye	Nay	Abstain
Konig	X		
Hilliard	X		
Carrillo	X		
Camberos	X		

**Next Board Meeting: April 9, 2015**

*Respectfully submitted,*

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*Troy Hilliard, Board Clerk*