

Minutes of the Monday May 23rd, 2016
Governing body of Children of Promise Preparatory Academy Charter School
Meeting held at 3130 W. 111th Pl. Inglewood, CA 90303 at 5:00pm

Members Present: Ms. Susana Bolanos, Mr. Henry Leopold, Mr. Rodney Johnson, and Ms. Tamara Aburto.
Administration present: Dr. Carleton Lincoln and Mrs. Trena Thompson

1. **Call to order:** The meeting was called to order by Dr. Carleton Lincoln
2. **Roll Call:** Roll call of members. Quorum
3. **Pledge of Allegiance:** None
4. **Public Comment:** None
5. **Modification of Agenda:** None
6. **Welcome:** Dr. Benton welcomed everyone to the meeting.
7. **Approval of governing Board Meeting Minutes of April 26th:** Mr. Leopold motioned to approve minutes as written with the modifications as discussed by the board. Ms. Cox seconded. Minutes were accepted and approved with the modifications as read but no modification to the context.

a. COPPA Items for Review

1.

COPPA New Facility Renovation and Occupancy Update – Dr. Lincoln

a. Facility Construction Update

- Dr. Lincoln had to postpone the meeting with Mr. Singh. He noted his hopes that the meeting would go well with Mr. Singh so as not to need to meet with the board of the City of Inglewood. Mr. Mashaka is putting together a presentation of on a possible meeting with the City of Inglewood. The board will be given a copy of the outline of any content that would be presented to the city Council. Our hope is that Mr. Singh would approve the elevator without the need of further meetings. Any modifications to the elevator would be an expense of at least a couple of hundred thousand dollars.

We are done with our construction

- a. Unfortunately the contractors in their effort to not have to pay us what is due for the delay that we incurred during this construction, they are presenting us with "change notices" that include about \$80,000 more in costs. Now our attorneys are talking to them and their attorneys.
- b. Dr. Lincoln will keep the board updated in regards to what does meetings go through. In our final board meeting in June we will have some exact numbers. So far the attorneys are talking about a possible lawsuit. At minimum we owe the contractor about \$91,000 but with the delays they owe us a credit. Mr. Bartch has been in conversations with their attorneys.

Progress of COPPA Smarter Balance Test Preparation – (Discussion/Action)

a. Test prep update:

1. When we come back from Memorial Day we will start the Smarter Balance Testing with our 4th graders. We'll run the testing right up till June 10th.
2. The test prep information is working well.
3. Some students are having some anxiety and feel like if they don't know.

Food Program Audit on Food Program Site Visit Audit:

- They did both a site visit to see our operations and our administration.
- There are some correctible items that the auditor will give us. By June 10th they will send us a review.

5. Scheduled site visit for May 27:

- IUSD annual visit to make sure that we are in compliance. They sent us a list of the items that they request.
- The Site visit will be about 4 hours, from 11:30am to 3:30pm.
- We have to pull out some documents and every audit is different. Each year they send a new team of people.

6. LCAP Review and Update

- The LCAP was reviewed by our stakeholders and recommendations for the update were made. The Board will review and include in our final Board meeting in June when the LCAP revisions and update is approved.

COPPA New School Year:

- *2016/17 Enrollment Projections – 385 Total*

Based upon our enrollment projections we only have space in Kindergarten.

The kinder classes are between 20 and 22 and we will be increasing it to 25-26 and adding some TK. That will add \$70,000 do the budget. According to Kennedy that will allow us to bring individual tutors.

- Kennedy could meet with Dr. Lincoln to discuss the strategy of hiring tutors and including that on the budget.

- Staffing – Final interviews for new AP and additional staffing- Admin. Assists, teachers and possible custodian scheduled to be finalized May and June.

We want to hire them right away to work throughout the summer.

Mrs. Thompson will be taking at least one month off.

- Staffing increase and payroll expansion – 2016/17

- *Update on search for facility expansion for Eight Graders:* We are looking into the possible solution of a blended 7th and 8th Grade Classes.

Administration 401K

- Dr. Lincoln has been meeting with several financial experts. The best retirement plan is STRS. We hope to get something that parallels STRS, to make certain administrators are compensated commensurately.

- Before this year ends in June we hope to have something in place so we don't go into the next year without a retirement plan for the administrators.

8. Executive Director's Report :

- Executive Director's Report – COPPA Financial Updates:

- We had a drop in our ADA, we have had an increase in absences, a lot of them due to attendance.

- We have a small population of parents that are homeless, we took them through LACOE to get them liaison to help them get through school. We have some families that come on the bus and have been living in motels. We have designated a person to be the liaison for homeless families. We brought a new person, Dr. Paredes to be our Parent-School Liaison to work with our parents.

- We need to have an approach to prevent a drop in our ADA next year. Mrs. Thompson will present a plan by our last Board Meeting and we will fully implement it by September.

- We had a few decreases in income due to ADA adjustment.

- Mrs. Bolanos motioned to accepted the March financials to be accepted as written and discussed and Mr. Leopold seconded.

11. Call for agenda items

12. Next Board meeting Monday June 27th.

12. Adjournment

- Mr. Leopold motioned to adjourned the meeting Mrs. Bolanos seconded.