

Special Board of Directors Meeting Agenda
Monday, January 11, 2016
2:00 – 3:00 pm
500 Lucas Avenue, Los Angeles, CA 90017

Teleconference locations: 333 S. Hope Street, Suite 3900, Los Angeles, CA 90071; 6101 W. Centinela Ave., Suite 100, Culver City, 90230; 1900 Avenue of the Stars, Suite 2500, Los Angeles, CA 90048

Notice is hereby given that the Board of Directors of Para Los Niños will hold an open session meeting at the above-referenced time and place. The purpose of the session is to discuss and take action on the following agenda. At any time during the session, the Board of Directors may adjourn to closed session to consider litigation or to discuss with legal counsel matters within the attorney-client privilege.

Any person who wishes to address the Board of Directors should submit a completed "Request to Address the Board" slip to the Chairperson before the meeting begins. The Chairperson will call each person forward at the appropriate time. Comments will generally be limited to three minutes, unless otherwise directed by the Chairperson.

Agendas for all regular Board of Directors and Board Committee meetings are posted at least 72 hours prior to the meeting at the Para Los Niños Charter Schools, Para Los Niños Head Start Centers, and at the Para Los Niños Administrative Offices. Agendas for all special Board of Directors and Board Committee meetings are posted in the same locations at least 24 hours prior to the meeting. The Agendas and all background material may also be inspected at the Administrative Offices.

#	Agenda Item	Purpose	Materials	Who	Time
1	Welcome and Call to Order a) Agenda Review b) Minutes – November 19, 2015	Approve	Agenda, pp. 1-2 Minutes, pp. 3-5	Marjorie E. Lewis Board Chair	
2	Chair's Report a) Development Update	Informational	None	Marjorie E. Lewis	
3	Action Items a) Resolutions to approve rate increase for CDE-funded Early Education programs	Approve	Summary, p. 6 CSPP resolution, p. 7 CCTR resolution, p. 8	Marjorie E. Lewis	
4	Board of Director Comments / Reports Directors' comments, which may be of interest to the Board. This is placed on the Agenda to enable individual Directors to convey information to the Board and to the public. There is to be no discussion or action taken by the Board unless the item is noticed as part of the Agenda.				
5	Closed Session Conference with Real Property Negotiations (Gov. Code § Section 54956.8), 5054 S. Vermont Avenue, Los Angeles, CA 90037				
6	Report Out on Any Action Taken in Closed Session				
7	Non-Agenda Public Comment Any person who wishes to address the Board regarding a matter within the Board's jurisdiction that is not related to an item on this Agenda should submit a completed "Request to Address the Board" slip to the Chairman before the meeting begins. Comments will generally be limited to three minutes, unless otherwise directed by the Chairman. No action will be taken on any comments unless the Board of Directors makes the determination that an emergency exists or that there is a need to take action subsequent to posting of the Agenda. (Government Code § 54954.3)				
8	Adjourn				

	<p>Para Los Niños does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Anna Webb has been designated to receive requests for disability-related modifications or accommodations in order to enable individuals with disabilities to participate in open and public meetings at Para Los Niños. Please notify Anna Webb at (213) 250-4800, ext. 512 at least 72 hours in advance of any disability accommodations being needed in order to participate in the meeting.</p>
	<p>Certification of Posting</p> <p>I, Anna Webb, Clerk of the Board of Directors of Para Los Niños, hereby certify that this agenda was posted on January 7, at 9:00 AM at:</p> <ul style="list-style-type: none">• Para Los Niños Administration Building, 500 Lucas Avenue, Los Angeles, CA 90017• Para Los Niños-Gratts Primary Center, 474 S. Hartford Avenue, Los Angeles, CA 90017• Para Los Niños Charter Elementary School, 1617 E. 7th Street, Los Angeles, CA 90021• Para Los Niños Charter Middle School, 835 S. Stanford Avenue, Los Angeles, CA 90021• Para Los Niños Head Start, 1145 Cypress Avenue, Los Angeles, CA 90065• Para Los Niños Head Start, 4118 Chevy Chase Drive Avenue, Los Angeles, CA 90039• Para Los Niños Head Start, 2828 West Magnolia Blvd, Burbank, CA 91505• Para Los Niños Head Start, 5000 Hollywood Blvd, Los Angeles, CA 90027

DRAFT

Board of Directors

Marjorie Lewis, Chair	x	Walter Parkes	x
Tom Masenga, Vice Chair		Ronnie Roy	x
Peter Lopez, Secretary	x	Glenn Sonnenberg	x
Cathy Hession	x	Gene Straub	x
Pedro Marti	x	Catalina Vergara	x
Andrei Muresianu		Mark Pan	x

Staff

Martine Singer, President & CEO	x	Patrick Sinclair, VP, Dev & Comm	
Josh Ciszek, VP & COO	x	Harriet Boyd, Interim CFO	x
Drew Furedi, VP & Superintendent	x	Emely Saracay, Executive Assistant	x
Angela Capone, VP, Early Ed	x	Camille Gonzalez, Controller	x
Andy Herod, VP, CSC	x		

(x indicates present)

1. Welcome and Call to Order: The meeting was called to order by Marjorie E. Lewis at 3:11 p.m.

- a. Agenda Review
- b. The board voted to add an item to the agenda: a resolution to authorize Martine Singer to file an application for the Partnership For Families grant. There was a unanimous vote to add the item. Cathy Hession moved to approve, the motion was seconded by Gene Straub and unanimously approved. There were no dissenting votes or abstentions.
- c. Minutes of the August 20, 2015 Board meeting – Gene Straub moved to approve, the motion was seconded by Mark Pan and unanimously approved. There were no dissenting votes or abstentions.

2. Chair’s Report – Marjorie E. Lewis

- a. Cindy Winebaum was elected to the board of directors for a 3-year term ending in June 2018. Cathy Hession moved to approve, the motion was seconded by Glenn Sonnenberg and unanimously approved. There were no dissenting votes or abstentions.
- b. Development report – Board members received a handout of Facebook postings and other press coverage of PLN events. \$504K has been raised to date, 18% of annual goal. Board members reminded of two upcoming events: December 1, 12-1:30, 56th graders at Inner City Arts; December 19, 12-13:30, Felices Fiestas at Middle School. Also acknowledged board members for volunteer/contributions: Walter Parkes – Malala screening; Tom Masenga – pro bono work on Hollywood lease and Vermont pending sale; Gene Straub, Catalina Vergara, Cathy Hession – for attending LAUSD oversight visits at Middle, Gratts and Elementary schools, respectively; Cathy for attending Taper Foundation site visit; Zac Guevara for \$20K gift; Pedro Marti – hosted development work group meeting – next meeting is Monday

3. CEO’s Report – Martine Singer

- a-c. Reviewed accountability plan, dashboards and risk report. Also highlighted report on Student and Community Services accomplishments for 14-15.

4. Finance Committee Report -- Glenn Sonnenberg, Chair, and Harriet Boyd, Interim CFO

- a. Reviewed Q1 financial results
- b. Staffing Update: Introduced Camille Gonzalez, new controller and former CFO at KCET
- c. Reviewed unaudited actuals for 14-15

5. Panel on Charter Schools

Drew Furedi, Superintendent, moderated a 60-minute discussion with: Juan Carlos Ramirez, Principal, and Josei Castillo, Assistant Principal, Gratts Primary Center; Santa Acuna, Principal, and Eddi Ortiz, Family Advocate, Charter Elementary School, Sandy Mejia, Principal of Charter Middle School; Judi Stadler, LCSW, Director of School Age Services; Chris Coyle, Director of Special Education

6. Audit Committee Report -- Ronnie Roy, committee member, standing in for Andrei Muresianu, Chair

- a. Loss for 14/15: \$257K, versus nominal loss reported at August board meeting.
- b. Variance due to errors in recording early ed revenues that were not caught in regular reconciliation
- c. Management letter has two comments, relating to need for permanent finance staff leadership and need for contract reconciliation; management has provided responses and concerns were addressed.

Cathy Hession moved to accept the audit, the motion was seconded by Catalina Vergara and unanimously approved. There were no dissenting votes or abstentions.

7. Early Education Committee Report: Peter Lopez, Chair

- a. SPS Enrollment -- About 90% in SPS -- are still experiencing losses of 4-year olds to TK.
- b. Head Start -- still struggling but LACOE has granted us permission to lower total enrollment -- which will put us in line with target.
- c. HS Full Day program is fully enrolled. This was clearly a good decision. The Home Based program is slowly enrolling, currently 20/48. The challenge is staffing -- first on started on Monday, and the Supervisor for the program will start on December 7th.
- d. Compensation -- we are below market rate and cannot retain or hire new staff
- e. Working on ensuring that children and families are on track to meet the LACOE School Readiness Goals. We are implementing our plan as designed. LACOE has just requested more detail in the plan, but no content changes.
- f. Reminder that the monthly Early Ed packet contains all the information that we are required by LACOE to provide to the Board monthly.
- g. The board voted to add an item to the agenda: a vote to increase compensation for early ed teachers below market rate. There was a unanimous vote to add the item. Catalina Vergara moved to approve, the motion was seconded by Pedro Marti and unanimously approved. There were no dissenting votes or abstentions.

8. Charter School Operations Committee report -- Gene Straub, Chair

- a. LAUSD oversight visits completed
- b. Educator Effectiveness plan was distributed and given public hearing
- c. Reviewed charter school dashboard.

9. Action Items

Gene Straub moved to approve the following action items, the motion was seconded by Cathy Hession and unanimously approved. There were no dissenting votes or abstentions.

- b) Updated Employee Handbook
- c) Updated Accounting Manual

- d) Verification of Board of Directors Composition/Roles/Responsibilities

- e) Conflict of Interest Policies & Internal Dispute Procedures Between Board of Directors and Head Start Policy Council
- f) 2014-15 Family/Parent Handbook

10. Board of Directors Comments/Report

There were none.

11. Closed session

The board went into Closed Session at 5:42 pm and returned to open session at 6:35 pm.

12. Report out on any action taken in closed session

There was none.

13. Non-Agenda Public Comment

There was none.

14. Adjourn

The board adjourned at 6:37 pm.

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Resolution to Approve Early Education Program 2015-16 Contract Amendment

The California Department of Education (CDE) requires a Board Resolution to approve amendments to all Early Education Program Grants at the beginning and/or during the year.

The CCTR budget act amendments include increases per the 2015 Budget Act as follows:

- .37% growth to contracts with a Clear status
- 1.02% Cost of Living Adjustment
- 5% Standard Reimbursement Rate increase

The CSPP budget act amendments include increases per the 2015 Budget Act as follows:

- Growth for contracts on Clear status
- 1.02% COLA
- 1% Increase to Proposition-98 funding for professional development
- 5% SRR increase



Board Resolution

Whereas, the agreement with the State of California dated July 1, 2015 designated as number CSPP-5211 shall be amended in the following particulars but no others; and,

Whereas, the Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of this agreement shall be amended by deleting reference to \$4,361,764.00 and inserting \$4,675,841.00 in place thereof; and,

Whereas, the Maximum Rate per child day of enrollment payable pursuant to the provisions of this agreement shall be amended by deleting reference to \$36.10 and inserting \$38.53 in place thereof; and,

Whereas, the minimum Child Days of Enrollment (CDE) Requirement shall be amended by deleting reference to 120,824.0 and inserting 121,356.0 in place thereof; and,

Whereas, the Minimum Days of Operation (MDO) will remain as 246 without change; and,

Now therefore be it resolved, that Para Los Niños will continue to EXCEPT AS AMENDED HEREIN all terms and conditions of the original agreement shall remain unchanged and in full force and effect.

Be it also resolved the President/CEO is hereby authorized and empowered to execute in the name of Para Los Niños all necessary documents to implement and carry out the purpose of this resolution.

Passed, approved, and adopted this _____ day of _____, 2016.

Marjorie Lewis, Chair of the Board

Date

Peter Lopez, Secretary of the Board

Date



Board Resolution

Whereas, the agreement with the State of California dated July 1, 2015 designated as number CCTR-5109 shall be amended in the following particulars but no others; and,

Whereas, the Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of this agreement shall be amended by deleting reference to \$2,217,482.00 and inserting \$2,360,808.00 in place thereof; and,

Whereas, the Maximum Rate per child day of enrollment payable pursuant to the provisions of this agreement shall be amended by deleting reference to \$36.10 and inserting \$38.29 in place thereof; and,

Whereas, the minimum Child Days of Enrollment (CDE) Requirement shall be amended by deleting reference to 61,426.0 and inserting 61,656.0 in place thereof; and,

Whereas, the Minimum Days of Operation (MDO) will remain as 246 without change; and,

Now therefore be it resolved, that Para Los Niños will continue to EXCEPT AS AMENDED HEREIN all terms and conditions of the original agreement shall remain unchanged and in full force and effect.

Be it also resolved the President/CEO is hereby authorized and empowered to execute in the name of Para Los Niños all necessary documents to implement and carry out the purpose of this resolution.

Passed, approved, and adopted this _____ day of _____, 2016.

Marjorie Lewis, Chair of the Board

Date

Peter Lopez, Secretary of the Board

Date