



Board of Directors
Meeting Agenda
November 16, 2017
3:00-5:00pm
NCL Board Room
5000 Hollywood Blvd.
Los Angeles, CA 90027

Teleconference locations: 350 S. Beverly Drive, Suite 300, Beverly Hills, CA 90210

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
1	Welcome and Call to Order a) Agenda Review b) Minutes – Sept. 14, 2017	Approve	Minutes	Marjorie E. Lewis Board Chair
2	Chair's Report a) Development Update: <i>Upcoming fundraising events and current year progress</i>	Informational		Marjorie E. Lewis Board Chair
3	CEO's Report a) Staffing Update: <i>Report on staff demographics and information</i> b) The Year Ahead: <i>Outline of major goals and focus areas</i> c) Sanctuary School Training and Resource Plan d) English Language Development in PLN Schools	Informational		Drew Furedi, Ed.D. President & CEO
4	COO's Report a) Quarter 1 Risk Report: <i>Update on key risk and compliance items</i>	Informational	Quarter 1 Risk Items	Sarah Figueroa, COO
5	CFO's Report a) Review of Q1 Financials b) Audit Committee: Bid for Audit Firm	Informational	Q1 Financials Director Point	Camille Gonzalez, CFO
6	Charter Schools Committee Report a) LAUSD Oversight and Renewal Process: <i>Update on recent oversight visit and renewal of CMS charter</i> b) Review Charter School Data: <i>Discussion of recent performance, enrollment and attendance data</i> c) LCAP Update: Review of Local Indicators	Informational		Frances Esparza, Superintendent & V.P. of Charter Schools

7	Early Education Report a) Program updates: <i>Updates on Head Start and other Pre-School programs</i> b) HS Policy Committee Report c) Financials: <i>Review of financial documents</i> d) Enrollment: <i>Update on current enrollment</i> e) Staffing: <i>Update on staffing</i> f) DRDP/School Readiness g) BAR RAA	Informational Approve	Director Point	Angela Capone, PhD V.P. of Early Education
8	Action Items – Consent a) Employee Handbook b) Amended ByLaws	Approve Approve	Director Point	Marjorie E. Lewis Board Chair
9	Closed Session – Public Employee Performance Evaluation (Gov. Code Sect. 54957 (b) (1))			Marjorie E. Lewis Board Chair
Board of Director Comments / Reports Directors’ comments concern the charter schools, 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.				
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)				
Adjourn				
Upcoming Meetings: <ul style="list-style-type: none"> • Dec. 7, 2017 Charter Ops Committee Mtg. (3pm) • Jan. 4, 2018 Charter Ops Committee Mtg. (3pm) • Jan. 11, 2018 Early Ed Committee Mtg. (9am) • Jan. 11, 2018 Finance/Exec-Gov Committee Mtg. (2pm) 				
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.				
Certification of Posting I, Anna Webb, Clerk of the Board of Directors of Para Los Niños, hereby certify that this agenda was posted on Nov. 13, 2017, at 3:00 PM at: <ul style="list-style-type: none"> • 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 				

Para Los Niños

Minutes, Board of Directors Meeting

Sept 14, 2017

Board Members

Marjorie E. Lewis, Chair	x	Mark Pan	
Cathy Hession, Vice Chair	x	John Wasley	x
Ronnie Roy, Secretary	x	Tom Masenga	x
Cindy Winebaum	x	Pedro Marti	x
Glenn Sonnenberg		Walter Parkes	
Andrei Muresianu	x	Murray McQueen	x
Ben Kramer	x	Susan Edelman	x
Jim Gilio	x		

PLN Staff

Drew Furedi, President & CEO	x	Camille Gonzalez, CFO	x
Angela Capone, V.P. of Early Education	x	Andy Herod, V.P. of Student and Community Services	x
Deanette Brewer, V.P. of Human Resources	x	Sarah Figueroa, COO	x
Anna Webb, Executive Assistant & Board Liaison	x	Frances Esparza, VP and Superintendent of Schools	X
Celeste Anlauf, Director of Donor Relations	x		

Meeting called to order at 3:45pm

<p>1) Welcome and Call to Order</p> <p>a) Agenda Review - Agenda reviewed and approved – Cathy Hession moved to amend agenda item order, remove item 9 (c). Ronnie Roy seconded and this was unanimously approved. There were no dissenting votes or abstentions.</p> <p>b) Minutes – July 27, 2017 - Cathy Hession requested a motion to approve the minutes. Susan Edelman seconded and unanimously approved. There were no dissenting votes or abstentions.</p>
<p>2) Chair’s Report – Discussed the different committees and workgroups. Assigning and reassigning Board of Director Members.</p> <p>Sanctuary policies are being adopted throughout the nation in schools. Researched what schools are adopting their own policies. PLN has circulated a policy. We are not collaborating with ICE, unless there is a court order. We are preparing in the event PLN students and/or families are effected. No volunteering compliance when it comes to student records.</p> <p>*ACLU response – advised PLN to discuss with PLN’s counsel, policy does not single out only Federal authority.</p> <p>Sanctuary School Policy, John Wasley moved to approve, seconded by Cathy Hession and unanimously approved. There were no dissenting votes or abstentions.</p> <p>b) Review Board Committee and Workgroup Membership</p> <p>c) “Schools as Safe Places”: <i>Discussion and approval of proposed sanctuary school policy</i></p>
<p>3) CEO’s Report – Reviewed and discussed the following:</p> <p>e) Strategic Plan Process: <i>Review of status and timeline for strategy work.</i></p> <p>f) Development Plan: <i>Discussion of development progress and plan for 17/18</i></p> <p>g) Events: <i>Overview of yearly event calendar</i></p> <p>h) PLN Annual Report: <i>Update on annual report development</i></p>
<p>4) COO’s Report – Discussed the space renovations made for the Office of the CEO, Development & Communications, Administration. Best Start Metro LA moved to a new location. YWS expanded and moved to space at PLN’s Loma sight. Actively looking for space to move staff at a newly located sight located on Washington & San Pedro.</p> <p>a) Facilities Update: <i>Discussion of current facilities projects</i></p>
<p>5) CFO’s Report – Financials have been presented to auditors. Fiscal policies are on DirectorPoint, 100+ page document to review on Director Point. Ronnie Roy moved to approve, Murray McQueen seconded and unanimously approved. There were no dissenting votes or abstentions.</p> <p>a) 2016-17 Year End Financials (unaudited): <i>Review</i></p> <p>b) Fiscal Policies: <i>Review and Approval of PLN Fiscal Policies</i></p>
<p>6) Charter Schools Report – Welcome Frances Esparza, PLN’s VP and Superintendent of Charter Schools. Frances spoke of teachers participating in Professional Development trainings days before the first day of school. CMS is currently going through a Charter Renewal. Reviewed Improvement Strategies for our students at CES and CMS.</p> <p>d) 2016-17 Unaudited Financial Actuals Report (UAR): <i>Review of financial report</i></p> <p>e) School Opening: <i>Update on activities related to school year start</i></p> <p>f) CMS Charter Renewal Petition Update: <i>Status report on petition submission</i></p> <p>g) 2016/2017 State Testing Results: <i>Discussion of results from 16/17 state assessments</i></p>
<p>7) Early Education Report – Items discussed and reviewed for approval. Cathy Hession moved to approved items f though j, John Wasley seconded and unanimously approved. There were no dissenting votes or abstentions.</p> <p>a) Financials: <i>Review of financial documents</i></p> <p>b) New Head Start Performance Standards (HSPPS) <i>Discussion of standards</i></p> <p>c) Enrollment: <i>Update on current enrollment</i></p> <p>d) Staffing: <i>Update on staffing</i></p> <p>e) Program Data: <i>Information and data on program implementation</i></p> <p>f) BAR RAA – Early Head Start</p> <p>g) BAR RAA - Ancillary Services Keck</p> <p>h) BAR RAA – Darkening Classroom #54 Caruso</p> <p>i) BAR RAA – Facility Repairs, Caruso and Magnolia</p> <p>j) Policies & Procedures: <i>Review and approval of program policies and procedures</i></p> <ul style="list-style-type: none"> • Care and Supervision • Compliance and Oversight for Quality Outcomes • Data Management Accounting and Reporting Policies • Governing Body Roles and Responsibilities • PC By-Laws • Personnel Policies (done 6.23.17) • Shared Decision Making • Suspension and Expulsion Prevention Procedures • Internal Dispute and Impasse Procedures

<p>8) Student and Community Services Report – Discussed and review programs and services offered to our students and families.</p> <p>a) YWS Update: <i>Discussion of Youth Work Force programs – discussed</i></p> <p>b) Current Contracts: <i>Discussion of current PLN engagements – discussed contract PLN has with DMH & DCFS. We are starting a new workgroup for Community and Student Services</i></p>
<p>9) Action Items – Consent - Cathy Hession requested a motion to approve the Action – Consent agenda items, Cindy Winebaum seconded and unanimously approved. There were no dissenting votes or abstentions.</p> <p>c) 2017-2018 Education Protection Plan (EPA) Resolution: <i>Approval of annual spending plans</i></p> <ul style="list-style-type: none"> • Primary Center • Elementary School • Middle School <p>d) Parent Handbook 2017/2018: <i>Approval of handbooks, with updates</i></p> <ul style="list-style-type: none"> • Primary Center • Elementary School • Middle School <p>e) 401k Audit Report: <i>Approval of annual audit</i></p> <p>f) Truancy Policy: <i>Approval of policy</i></p>
<p>10) Closed Session</p> <p>Public Employee Performance Evaluation (Gov. Code Sect. 54957 (b) (1))</p>

Meeting Adjourned: 5:06pm

Ronnie Roy, Board Secretary