



LA ACADEMIA BOARD OF DIRECTORS

OCTOBER 24TH, 2019

OUR MISSION

A dynamic learning community sustained by partnerships, La Academia transforms today's learners into tomorrow's leaders through innovative instruction, comprehensive student supports, cultural competency, and work-based learning.

OUR VISION

Our students will be critical thinkers and global citizens, recognized by their commitment to lifelong learning and meaningful contributions to the world.

i. Call to Order / Roll Call

Board of Directors	P / A / T
Dr. Aida Ceara, President	
Mr. Carlos Graupera, Vice President	
Mr. C. Ted Darcus, Treasurer	
Ms. Colleen Wagner, Secretary	
Mr. Kenneth Hammel	
Mr. Victor Ramos	
Ms. Ellen Svrcek	
Mr. Radames Melendez	
Mr. Ommie Rivera	
Ms. Susana Cortina	
Mr. Joseph Morales	
Mr. Christopher Boyd	

ii. Consent Agenda

- a. Items on the Consent Agenda will be enacted without a separate discussion of each entry but may be removed from the Consent Agenda and placed as a separate action item per a Governing Board Member request for discussion/action.

iii. Approval of the Minutes

iv. Reports, information and Discussion Items

- a. Tommy Henley, Principal / Chief Academic Officer Report
- b. Finance Committee
 - i. Future Financial Management
- c. PR / Development Committee
 - i. ExtraGive

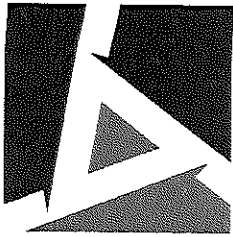
v. Action Agenda Items:

- a. Discussion, consideration and possible approval of Baker Tilly Financial Management
- b. Discussion of Revised Bylaws

vi. New Business:

vii. Public Comment:

viii. Adjournment



LA ACADEMIA

PARTNERSHIP CHARTER SCHOOL

30 North Ann Street
Lancaster, PA 17602

October Board Meeting Minutes

1. Dr. Ceara called the meeting to order at 4:07 PM
2. Dr. Ceara called for a vote to approve the consent agenda. S. Cortina made a motion and K. Hammel second the motion. The vote passed unanimously.
3. Dr. Ceara called for a vote of the minutes from the September Board Meeting. There was a discussion about grammatical errors. K. Hammel made a motion to approve with edits. This was seconded by C. Wagner. The vote passed unanimously
4. Chief Academic Officer Report
 - a. Board Dashboard was reviewed
 - i. 93% Daily Attendance
 - ii. 18 Infractions
 - iii. 1 Vacant Position
 - iv. 18% of Annualized Operating Budget Used
 - v. Capped Enrollment
 - b. Finance Committee
 - i. V. Ramos reviewed the minutes and informed the board of the process in which we took in transitioning the finances.
 - ii. Baker Tilly presented their proposal
 1. K. Hammel asked about reimbursement and HR services.
 - a. T. Henley stated that it was in the scope of work.
 2. S. Cortina asked about the level of urgency in hiring a finance or auditing firm.
 - a. The Finance Committee stated that audit firms are easier to find.
 3. K. Hammel questioned a multiyear commitment
 - a. V. Ramos stated there is probably going to be a commitment for 18 months to align with the fiscal year.
 4. O. Rivera asked about an escape clause.
 5. V. Ramos thanked R. Graupera for all of her dedication, investment, and commitment to the school.
 6. K. Hammel asked about invoices and coding of payment
 - a. T. Henley explained the use of bill.com
 - b. T. Henley expressed a need for a technologically based system.
 7. K. Hammel asked about monthly budget
 - a. T. Henley informed him that R. Graupera works collaboratively with him on the budget in the summer and makes revisions throughout the year.
 8. K. Hammel asked about reimbursement expenses
 - a. Baker Tilly representatives stated that the bottom line includes all expenses and services. There would be no additional charge.

9. J, Morales asked T. Henley and R. Graupera how they feel about this transition
 - a. R. Graupera stated that it is a strong fit. They have an established rapport, have been managing the finances and have a reputable brand.
 - b. T. Henley stated that the three factors he found most appealing are the technological infrastructure, humility, and collaborative team environment. T. Henley believes this will optimize operations.
 10. O. Rivera asked about owning the data and systems
 - a. Representatives stated that they will transfer it to us at no additional cost. We could eventually lease the software from them.
 11. V. Ramos asked about their workings with other schools
 - a. The representatives stated that we would be the first and that they plan on leveraging their experiences, partnerships and team skills.
 12. T. Darcus asked them to explain their checks and balance process
 - a. They had discussed the built-in approval process. They will use the budget as a baseline and identify historical trends. T. Henley reminded the board that he would still be the one approving bills.
 13. J. Morales asked who should T. Henley call when he has questions.
 - a. The representatives stated that there will be a contact person for each component of the package. Additionally, Mike will act as the CFO advisor and will be the direct contact.
 - iii. E. Svrcek made a motion to enter a conversation about contractual agreements with Baker Tilly through the finance committee. O. Rivera seconded the motion and the motion passed unanimously.
 - c. PR / Development Committee
 - i. C. Wagner stated that we will have space from 11:30 AM - 2:00 PM
 - ii. Dr. Ceara urged the board to support
 - iii. T. Henley will send out a google doc to support board members in signing up.
 - iv. J. Ramos will send a logo and wording to send to board member contacts
 - v. T. Henley will provide marking materials
 - vi. J. Ramos will purchase decals, design the sweaters and create a card to be given out at our table.
 - d. Bylaw Committee
 - i. K. Hammel urged the board to review version 3. This was a fusion of the previous bylaws, new ones, and recommendations of best practice.
 - ii. K. Hammel and C. Wagner will be meeting with the lawyers next week.
 - iii. The next meeting is scheduled for Wednesday (October 30).
 - iv. K. Hammel presented major changes as indicated in the new bylaws and requested feedback by Friday (10/25).
5. Dr. Ceara adjourned the meeting at 6:18 PM