



**LA ACADEMIA**  
PARTNERSHIP CHARTER SCHOOL

30 North Ann Street  
Lancaster, PA 17602

# LA ACADEMIA BOARD OF DIRECTORS

## FEBRUARY 26TH, 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.

- Call to Order / Roll Call
  
- Consent Agenda
  - 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.
  
- Reports, information and Discussion Items
  - Tommy Henley, Principal / Chief Executive Officer Report
  - Finance Committee
  - PR / Development Committee
  - Governance Committee
  
- Action Agenda Items:
  - Discussion, consideration and possible approval of the purchase of the Pearson Math Curriculum
  - Discussion, consideration and possible approval of the 2020-2022 Staff Compensation Plan (Staff Pay, Bonus, Recruitment Efforts)
  - Discussion, consideration and possible approval of the Board Member Manuel
  
- New Business:
  
- Public Comment:
  
- Executive Session: The board will go into executive session to discuss the evaluation and possible contract approval of Mr. Tommy Henley, Principal / Chief Executive Officer.



## Board Minutes

February 26, 2020

La Academia Partnership Charter School, Conference Room

Board Members Present: A. Ceara, C. Graupera, C. Ted Darcus, C. Wagner, V. Ramos, O. Rivera, S. Cortina, C. Boyd

Entity Liaison: S. Almanzar, R. Goodson, S. Strunk

Minute Reporter: Amy Ferg

I. Welcome - A. Ceara called the meeting to order at 4:09 pm.

II - Consent Agenda - S. Cortina made a motion to approve the consent agenda. The motion was seconded by O. Rivera. Motion passed unanimously.

III. Approval of Minutes - C. Boyd made a motion to approve the January minutes. The motion was seconded by V. Ramos. Motion passed unanimously.

December Minutes - S. Almanzar and C. Wagner clarified that some notes from an email were included in the December minutes. C. Wagner made a motion to approve the December minutes. The motion was seconded by C. Boyd. Motion passed unanimously.

#### IV. Reports

##### A. CEO Dashboard - Tommy Henley

i. Personnel - La Academia is currently fully staffed! Mr. Henley presented information about the 3 newest staff members. C. Wagner appreciated this insight into the staff members and would like to see this each month about more staff members. S. Cortina commented that it is great to see more members of color!

ii - School-Wide Attendance is at 93% since the beginning of the year. This is up from 91% last month. Mr. Henley shared the attendance incentive for the month to help increase attendance.

iii - Finances - La Academia was just awarded 2 additional grants (Ready to Learn and an increase to the School Improvement Grant) and currently has a \$350,000 surplus for the year.

iv - Enrollment - Enrollment is back to the 235 benchmark. There is a waiting list of about 50 kids. Pre-Enrollment has already started for next year.

v - Discipline - There has been an increase in discipline this month. Mr. Henley believes this could be attributed to the longer break. This will be changed for next year. The consistency was broken for the students. O. Rivera asked if anything has risen to the need to contact law enforcement. Mr. Henley informed him that they have not risen to that level.

vi - Highlights from the month -

Winter Formal was a success

Basketball Team Won Championship and is PIAA approved

E-Sports participated in North American Tournament

Issued Ready to Learn Grant

3 Classroom Literacy Projects funded through Donors Choose

WGAL News Coverage for Basketball

E-Sports Approved as After School offering

Q3 Report Cards/Conferences (Expecting 85% or More Participating)

Baltimore Trip for Black History Month

vii - Federal Title Grants at La Academia - T. Henley

Tommy shared a document that breaks down how various grants are spent. Grants included are Ready to Learn Grant, Title I, Title II, School Improvement Grant, Title III, and Title IV. O. Rivera asked how the money is tracked for each grant. T. Henley shared how the process works when a staff needs supplies. A teacher will ask for supplies and Tommy will see how the supplies can fit into Title funding. If it does not fit into the Title funds, then it will come out of the Instructional line item.

B. Finance Committee -

i. Update from Baker Tilly - Most processes are going well. There are some issues with old systems talking to new systems. Bills are being paid, receipts are being inputted. Payroll is all working well now. The transition should be fully complete by next month. C. Boyd made a motion to approve the January Financial Report. The motion was seconded by T. Darcus. Motion passed unanimously.

ii. Pearson Curriculum - T. Henley negotiated a deal with Pearson to obtain a math curriculum materials from them. This curriculum is aligned to state standards and will help to close gaps our students have. V. Ramos made a motion to approve the purchase of the Pearson Curriculum. The motion was seconded by S. Cotina. Motion passed unanimously.

iii. Salary - La Academia has a poor history of staff retention. However, data shows that staff retention leads to higher achievement. The La Academia pay scale does not have a system to ensure raises. A comprehensive pay scale will show teachers they are appreciated for their years of service here. The steps equate to years of service. T.

Henley recommends this pay scale over the next 2 years. T. Henley would also like to offer an Academic Growth Bonus. T. Henley would like to use some of the money in the surplus to payout a bonus to teachers on 12/1/2020. This would be for Math and Literacy, PSSA and Keystone scores. Each point would be \$1,000 and that would be divided between all teachers who return and are still employed on 12/1.

a. V. Ramos made a motion to approve the teacher salary pay scale. The motion was seconded by C. Wagner. Motion passed unanimously.

iv. T. Henley is requesting another \$20,000 in teacher recruitment funds. This money would be used in negotiating contracts with teachers from other states as there is a shortage of teachers in PA currently. S. Cortina asked how \$20,000 was picked. T. Henley shared it was just a rough estimate and there is no guarantee all funds would be used. C. Wagner asked how much we are now taking out of the reserve fund. V. Ramos said probably under \$100,000. A. Ceara reminded the board that to increase achievement, money must be spent.

V. Ramos made a motion to approve using reserve funds for both the Academic Success Fund and a teacher recruitment fund. The motion was seconded by C. Boyd. Motion passed unanimously.

vi. T. Henley shared a document from Hempfield Area School District and said that his email is being bombarded with similar emails. The document is a "Resolution Calling for Charter School Funding Reform." Currently School Districts are making a call for Charter School Funding Reform without differentiating between brick-and-mortar and cyber charter schools. A. Ceara charged the governance committee with considering speaking to the legislature. S. Almanzar offered to initiate a conversation between Dr. Rau and A. Ceara and T. Henley.

#### C. Planning and Development Committee - O. Rivera

The committee is continuing to explore the process of becoming a foundation. A. Ceara spoke with the attorney. There are 2 parts. Part 1 is to establish the foundation which will cost \$750. Part 2 will cost \$2500 to have attorneys complete tax exempt paperwork or the committee can complete it and attorneys can review it for \$250 per hour. There was no mention of a cap on the number of hours.

Possible foundation name - La Academia Education Foundation

Possible Donor appreciation event in Spring 2021 to announce foundation

January 2021 - possibly need to hire a Fund Development Position which will need to be in the school budget

Block Party - C. Wagner is working on getting permits for May 7 (May 14 rain date)

### III. Action Agenda Items

#### A. Board of Trustees - Governance and Membership Manual

The Governance Committee has made a few changes

Page 5 - 2(b) Change "eleven (11)" to "twelve (12)" and add "at the discretion of the Governance Committee" at the end

Page 9 - B(8) - Grammatical Correction (change are to is)

Page 12 - 7. Remove "either the Finance Committee or the"

Page 13 - 13. Change "Recruit non-Board members" to "Recommend potential Board trustees" and add "and the Board" at the end.

Page 13 - F(1) Change Assume to Oversee

C. Wagner made a motion to approve the Governance and Membership Manual. The motion was seconded by C. Boyd. Motion passed unanimously.

A. Ceara would like to thank all the individuals who worked hard to make the Board structure - specifically Ken Hammel and Colleen Wagner. We now have a structure to begin recruiting. Please read it and familiarize yourself with it.

#### B. Board Recruitment

A Binder will be created by A. Ferg that will be used for new board members. A memo was shared that includes all necessary documents for the binder.

C. Wagner shared a Succession plan for the Board for the next 3 years. The tool shows the Board what the make-up is over the next 3 years and can be carried out over 6, 9, 12, etc years.

C. Wagner also had all Board members complete a survey about their skills. She shared a graphic that shows where the strengths and gaps of the current Board. This information is critical in upcoming recruitment of new Board members

A. Ceara would like to have all new Board members before June. The swearing in of board members will be in June. In April, the Board will ask for officer nominees. The officer nominees will be presented in May. Officers will be elected in June. All Board members will participate in training in July.

A. Ceara and T. Henley will update the Strategic Plan to bring it up to date.

### IV. New Business - no new business

### V. Public Comment - no public comment

VI. Executive Session - The board entered into Executive Session at 5:46pm to discuss the evaluations and contract of Principal T. Henley.

VII. Adjournment -