



30 North Ann Street  
Lancaster, PA 17602

# LA ACADEMIA BOARD OF DIRECTORS

## APRIL 22TH, 2020

### 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.
  
- February Minutes
  - Discussion, consideration and possible approval of the February Board Minutes
  
- 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 Two Dudes School Painting Quote
  - Discussion, consideration and possible approval of the Amazon School Desk Purchase
  - Discussion, consideration and possible approval of the 2020-2022 School Calendar
  - Discussion, consideration and possible approval of the Tax 990 Form
  
- New Business:
  
- Public Comment:



## Board Minutes

April 22, 2020

La Academia Partnership Charter School, Virtual via Zoom

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

Board Members Not Present: V. Ramos

Entity Liaison: S. Almanzar

Minute Recorder: A. Ferg

Guests: T. Jones, M. Frey

I. Welcome - A. Ceara called the meeting to order at 4:15 pm.

II - Consent Agenda - C. Graupera made a motion to approve the consent agenda. The motion was seconded by C. Boyd. Motion passed unanimously.

III. Approval of Minutes - K. Hammel recommended a few changes to the minutes - updating the name of the Development Committee, adding the name of the minute recorder and changing the title of the Non-Voting Members to Entity Liaison . K. Hammel made a motion to approve the February minutes. The motion was seconded by T. Darcus. Motion passed unanimously.

#### IV. Reports

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

The entire team is working through this new normal. The Ops team has been reaching out to all families and we are offering as much assistance as we can.

i. Personnel - A personnel survey showed that 100% of teachers expressed growth and 98% have chosen to return. For the 2020-2021 school year there are only 3 current vacancies. They are all hard to fill roles but we have had over 10 applicants for each roll which allows us to be picky. New hires include individuals from PR and Cuba. C. Wagner asked where we are recruiting from. We use PA-Educator, Indeed, and LinkedIn. C. Boyd asked if we want to keep 98% of the teachers. T. Henley shared that

of the teachers who decided not to return, we were planning to part ways with the three teachers.

ii - 2020-2021 Enrollment - When planning enrollment, the school generally plans for 80-90% retainment. There are only 4 families planning to not return to LAPCS next year. This is a 98% retention. We are planning for 250 students in the building. 6th grade needs to be at 32 to support the class financially. Therefore, all other grades will be closed. In order to make spaces in the other classes, we plan to purchase new desks to make the small classroom spaces work better. A. Ceara spoke about the need to start thinking about the physical plan and to bring back the Facilities Committee to begin looking at ways to accommodate the influx of students, especially since we are at capacity and continue to have a waiting list.

iii - Virtual Learning - The Continuity of Education Plan was submitted to and approved by PDE. There will be no 4th Marking Period. Instead, we will offer Enrichment and Extension of Marking Period 2 and 3. Teachers will offer students the opportunity to re-master any standards that were not previously mastered and they will be provided with scaffolded work based on their needs and levels. The Special Education and English Language Development Team are reaching out to the students and tracking all supports provided. The Operations Team set up 4 days for families to come to the school to pick up laptops. T. Henley dropped off computers to students who could not pick them up. The school worked with Xfinity Essentials and families to provide internet to those that need it. The school was denied a grant for 80 additional computers and 20 internet devices because our students were not in academic need. Our CDT data showed that academic gains were made during the year. T. Henley will consider reallocating funds to help families that need internet access.

iv - Other Items -

a. Staff Huddle - Staff meets Wednesday - Friday to discuss challenges, have a mental health check-in, etc

b. Graduation/Prom - Diplomas will be sent home at the end of May. Instead of a virtual graduation, the graduation ceremony will happen on Sunday, August 2nd. T. Jones is working to reschedule Prom on July 31. 8th Grade Promotion will happen the morning of August 2nd. The graduation will be very academically driven and celebratory.

B. Finance Committee - T. Darcus, M. Frey

Overall, the committee is pleased where we are at. Everything is positive for the year.

T. Henley is requesting \$165,000 for Two Dudes to repair walls and paint the school. He is also requesting \$41,367.20 to purchase student desks from Amazon.

K. Hammel asked where the money will come from for the painting and the desks. M. Frey said it will come from the reserves. The reserves are over \$1.2 million. We will also end this fiscal year with additional funds. T. Henley asked if the money could just be taken from this year's budget instead of the reserves.

K. Hammel asked if funds could be used to add a part-time marketing position. T. Henley suggested this be discussed at the next PR meeting as there was great interest when he posted the position on Indeed to gauge interest.

There was discussion about whether LAPCS as a 501-3(c) could collect donations at Extra Give this year before the foundation is formed. More research is needed to determine if LAPCS can participate. C. Gruapera believes that LAPCS participated directly on it's own. The only transfer of money from SACA to LAPCS was EITC funds. A. Ceara asked if we need to go through the process of adding a Foundation if we are already a 501-3(c). O. Rivera C. Wagner investigated on the extra Give website and noted we should seek clarification about what kind of 501-3(c) LAPCS is.

T. Darcus moved that the board take the recommendation of the finance committee for the painting of the school and the purchase of the desks. C. Guarpera seconded. Motion passed unanimously.

K. Hammel said there are 6 items on the Two Dudes estimate that he does not agree with. T. Henley and K. Hammel will discuss the items with the painters.

K. Hammel asked about the color of the desks and who would choose them. There are only 3 colors available - blue, grey, or red. T. Henley said he is open for discussion but for the walls he would like to keep the color calm like the current color in the Special Education rooms. T. Henley will share the color schemes with anyone who would like to be a part of that discussion.

990 Tax Form is a standard form completed by 501-3(c). It is a public document so the accuracy of it is important. C. Wagner made a motion to accept the form as submitted. C. Boyd seconded the motion. Motion passed unanimously.

C. Planning/Development Committee - O. Rivera, K. Hammel

i. The Block Party had to be cancelled for this year.

ii. Foundation - The foundation needs to be established as a business. Next is the process of becoming a 501-3(c). The committee agreed to move forward with forming the foundation. Funds can be moved around into legal and the cost is less than \$5000 to move forward with this. When the lawyer saw the scope of work, the price did increase \$250 but it is still reasonable. There is a lot of work involved and K. Hammel believes the price is reasonable. C. Gruapera asked why not use the Lancaster County Community Foundation to manage our funds? S. Almanzar agreed with C. Graupera that the management and funds needed to run a Foundation may be more than it's worth. K. Hammel will reach out to the Lancaster County Community Foundation to see what the cost will be and if it is reasonable then that will be possible. T. Jones said that it is

usually 3-5% to use the Lancaster County Community Foundation. C. Graupera said they are charged 1%. K. Hammel wants to know what they will do for that fee and if we can still have a donate button on our homepage. A previous contact was made before Covid. A. Ceara encouraged the committee to do the research and bring a recommendation to the May Board meeting. C. Graupera said the Foundation would most likely be willing to make a presentation to the Board. S. Almanzar sent an email connecting K. Hammel, T. Henley, O. Rivera and a representative from the foundation.

#### D. Governance Committee - C. Wagner

The plan is to have an Annual Business meeting in June. Officer candidates will be presented next month and voted on in June. C. Wagner will be reaching out.

### III. Action Agenda Items

A. 2020-2021 School Calendar - T. Henley presented the 2020-2021 Calendar. Half-Day Wednesdays will remain. The 2 week Winter Break returns. K. Hammel would like to see board events, school events, etc on the calendar. O. Rivera made a motion to approve the calendar. C. Graupera seconded the motion. Motion passed unanimously.

### IV. New Business -

A. Ceara sees virtual meetings being the new normal for the foreseeable future. She recommends that all committees continue to have their regularly scheduled meetings via Zoom so that all Board members can get used to the new format.

K. Hammel asked if anyone is doing anything to recruit new board members. C. Wagner has 4 people in mind but has not reached out due to the current situation. She will be reaching out and they may join us in May.

K. Hammel reminded all Board members that the financial interest statement is due May 1, 2020.

### V. Public Comment - No public comments

VI. Adjournment - A. Ceara adjourned the meeting at 5:28pm.