KLA BOARD OF DIRECTORS
MEETING MINUTES
KEILLER LEADERSHIP ACADEMY
CHARTER SCHOOL

7270 Lisbon Street, San Diego, California 92114

December 10th, 2019

3:30 P.M.
Room 32

I. PRELIMINARY

A. **CALL TO ORDER**
Meeting was called to order by the Board Chair at 3:34pm .

B. **ROLL CALL**

Present	Absent
Debbie Ryles Buddy Young Lupe Guerrerro Elizabeth Henkels	Luis Topete

Visitors Present:
Joel Christman
Abed Dubester
Tertia Sartain
Adria Jefferson
Eileen Logue
Gail Olson
Jessica Sherman
Christy Robbins
Elizabeth Ochoa
Jesse Jimenez
Wendy Tucker
Nicole Dougherty

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C. **APPROVAL OF MINUTES OF BOARD MEETING OF November 12th, 2019.**
The Board voted **MSUC*** *to approve the November 12th meeting minutes.*

II. COMMUNICATIONS

A. ORAL COMMUNICATIONS/PUBLIC COMMENTS:
No public comments or oral communications at this time.

III. ITEMS SCHEDULED FOR INFORMATION

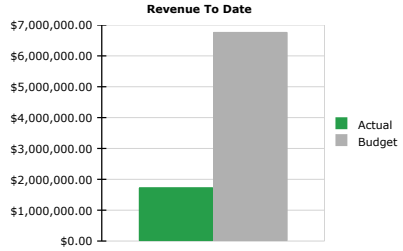
A. OCTOBER FINANCIALS
Ms. Logue shared out a report on the school's current financial position including the school's total assets and liabilities through the month of October:

CharterVision® Board Report

Keiller Leadership Academy **July 2019 - October 2019**

CharterVision® Financial Snapshot

Book Balance: $3,170,958





Revenue Summary

Actual	$1,736,887
Budget	$6,775,297
Actual to Budget	26 %

Expense Summary

Actual	$2,163,301
Budget	$6,554,844
Actual to Budget	33 %

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CharterVision® Board Report

Keiller Leadership Academy July 2019 - October 2019

CharterVision® YTD Actual to Budget Summary

Segment Name	Filter Applied
Object	All
Restriction	All
Location	All

	July - October				2019 - 2020	
Account Description	Actual	Budget	Variance $	Variance %	Total Budget	Remaining Budget
LCFF	$1,533,880	$5,718,911	($4,185,031)	-73.2 %	$5,718,911	$4,185,031
Federal Revenue	$72,683	$403,011	($330,328)	-82.0 %	$403,011	$330,328
Other State Revenue	$34,122	$291,641	($257,519)	-88.3 %	$291,641	$257,519
Local Revenue	$96,202	$361,734	($265,532)	-73.4 %	$361,734	$265,532
Total Revenue	$1,736,887	$6,775,297	($5,038,410)	-74.4 %	$6,775,297	$5,038,410
Certificated Salaries	$920,241	$3,064,424	$2,144,183	70.0 %	$3,064,424	$2,144,183
Classified Salaries	$323,215	$913,987	$590,771	64.6 %	$913,987	$590,771
Employee Benefits	$410,123	$1,217,451	$807,327	66.3 %	$1,217,451	$807,327
Total Personnel Expenses	$1,653,580	$5,195,861	$3,542,282	68.2 %	$5,195,861	$3,542,282
Books and Supplies	$192,214	$340,485	$148,271	43.5 %	$340,485	$148,271
Services & Other Operating Expenses	$261,908	$826,562	$564,654	68.3 %	$826,562	$564,654
Capital Outlay	-	$20,000	$20,000	100.0 %	$20,000	$20,000
Other Outgo	$55,600	$171,935	$116,335	67.7 %	$171,935	$116,335
Total Operational Expenses	$509,722	$1,358,982	$849,260	62.5 %	$1,358,982	$849,260
Total Expenses	$2,163,301	$6,554,844	$4,391,542	67.0 %	$6,554,844	$4,391,542
Net Income	($426,415)	$220,453	($646,868)	-293.4 %	$220,453	$646,868

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CharterVision® Board Report

Keiller Leadership Academy July 2019 - October 2019

CharterVision® Balance Sheet Summary

Segment Name	Filter Applied
Object	All
Restriction	All
Location	All

Liquidity Ratio	7.7

Assets	
Current Assets	
Cash	$3,170,958
Accounts Receivables	$55,538
Prepaid Expenses	$69,775
Other Current Assets	($539)
Total Current Assets	*$3,295,732*
Fixed Assets	
Buildings and Improvements	$221,060
Computer Equipment	$86,603
Furniture and Fixtures	$6,843
Accumulated Depreciation	($99,526)
Total Fixed Assets	*$214,980*
Other Assets	
Total Other Assets	*$0*

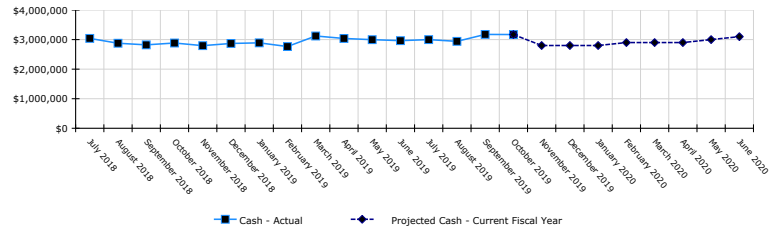
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Total Assets	*$3,510,712*

Liabilities and Net Assets	
Current Liabilities	
Accounts Payable	$118,112
Accrued Salaries, Payroll Taxes, Postemployment Benefits	$266,843
Deposits held on behalf of other employees	$43,661
Total Current Liabilities	*$428,616*
Long Term Liabilities	
Total Long Term Liabilities	*$0*
Total Liabilities	*$428,616*
Net Assets	
Restricted Net Assets	$307,101
Unrestricted Net Assets	$3,201,409
Profit/Loss YTD	($426,415)
Total Net Assets	*$3,082,096*
Total Liabilities and Net Assets	*$3,510,712*

CharterVision® Monthly Book Balance Over Time



	Cash Amount	Actual or Projected
July 2018	$3,040,296.13	Actual
August 2018	$2,876,467.23	Actual
September 2018	$2,822,096.74	Actual
October 2018	$2,884,468.47	Actual
November 2018	$2,795,396.05	Actual
December 2018	$2,869,159.54	Actual
January 2019	$2,890,029.87	Actual
February 2019	$2,765,030.76	Actual
March 2019	$3,121,814.69	Actual
April 2019	$3,038,065.29	Actual
May 2019	$2,997,710.78	Actual
June 2019	$2,964,309.52	Actual

	Cash Amount	Actual or Projected
July 2019	$2,999,325.60	Actual
August 2019	$2,940,316.51	Actual
September 2019	$3,174,661.18	Actual
October 2019	$3,170,958.24	Actual
November 2019	$2,800,000.00	Projected
December 2019	$2,800,000.00	Projected
January 2020	$2,800,000.00	Projected
February 2020	$2,900,000.00	Projected
March 2020	$2,900,000.00	Projected
April 2020	$2,900,000.00	Projected
May 2020	$3,000,000.00	Projected
June 2020	$3,100,000.00	Projected

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CharterVision® Board Report

Keiller Leadership Academy July 2019 - October 2019

CharterVision® Financial Health Report

Financial Ratio	Formula	Current	Target
Current Ratio (Liquidity)	(Current Assets) / (Current Liabilities)	7.69	> 1.00
Cash Ratio	(Cash) / (Current Liabilities)	739.81 %	> 100.00%
Defensive Interval	(Cash + Securities + AR) / (Average Expenses past 12 months)	5.41	> 3 months
Debt Ratio	(Total Liabilties) / (Total Assets)	12.21 %	< 33.00%
Asset Ratio	(Current Assets) / (Total Assets)	93.88 %	> 90.00%
Cash on Hand	(Cash)	$3,170,958.24	>= $0.00
Days Cash on Hand	(Cash) / ((Average Expenses past 12 months) / (30.4))	161.68	> 45
Cash Reserve Ratio	(Cash) / (Budgeted Annual Expenses)	48.38 %	> 10.00%
Savings Indicator	((Last Closed Revenue) - (Last Closed Expenses)) / (Last Closed Expenses)	-0.10	> 0.00
YTD Savings Indicator	((YTD Closed Revenue) - (YTD Closed Expenses)) / (YTD Closed Expenses)	-0.20	> 0.00

Financial Ratio	Description
Current Ratio (Liquidity)	Ability to pay short-term obligations
Cash Ratio	Ability to meet short-term obligations with cash
Defensive Interval	Possible months of continued operations if no additional funds received
Debt Ratio	Proportion of debt relative to total assets
Asset Ratio	Proportion of liquid assets relative to total assets
Cash on Hand	Assets immediately convertible to cash for purchase of goods and services
Days Cash on Hand	Possible days of continued operations using current cash
Cash Reserve Ratio	Ratio of cash to annual expenses expressed as a percentage
Savings Indicator	Last closed period's increase or decrease in the organization's net assets as a percentage of expenses
YTD Savings Indicator	Year to date closed increase or decrease in the organization's net assets as a percentage of expenses

Input Values as of 10/31/2019

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CharterVision® Board Report

Keiller Leadership Academy July 2019 - October 2019

Cash	$3,170,958.24
Securities	-
AR	$55,537.98
Current Assets	$3,295,732.43
Total Assets	$3,510,712.01
Current Liabilities	$428,616.33
Total Liabilities	$428,616.33
Last Closed Revenue	$582,346.24
Last Closed Expenses	$648,611.96
Budgeted Annual Expenses	$6,554,843.63
Average Expenses past 12 months	$596,218.63
Average monthly payroll expenses	$413,394.88
YTD Closed Revenue	$1,736,886.77
YTD Closed Expenses	$2,163,301.45

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B. Director's Report: *School Report*

Mr. Christman shared out the Executive Directors Report detailing our current enrollment data and behavior/ suspension data.

Wendy Tucker is our school lawyer. She joined us tonight to address any questions the Board or Guests have concerning the school's climate survey.

Mr. Christman shared out the proposed committees that would be responsible for addressing the items of concern brought up in the KLA Climate Survey. Mr.

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Christman also met with Alexis McKeon from Christy White Associates. She is working directly with Mr. Christman to create a recommendation for changes to KLA's salary and hourly pay rates. This recommendation should be ready for the January 2020 meeting.

Mrs. Dougherty shared out the Primary Director's Report noting that KLA Primary is currently maintaining 70.2% of students in grades 1-5 having met or exceeded the Fall 2019 DRA data. Also, Grades 3,4, and 5 showed a higher baseline of students meeting or exceeding standards in ELA. Fewer students met or exceeded expectations in math. The KLA Primary Winter Concert is scheduled for December 19th at 8:00am.

Mrs. Sartain shared out the Secondary Director's Report noting December's theme of Reflecting on What I can Celebrate and Improve. Mrs. Sartain also shared out the upcoming REACH Leadership Platform. The 8th Graders are completing their 8th Day of Community Service field trip this Friday the 13th. The KLA Performing Arts Showcase is scheduled for January 18th, 2020. The end of the first semester is January 17th, 2020.

The Progress Report 2 analysis was also shared comparing the students' academic data compared to the cohort from the previous year. The data is being used to monitor Focus Students to document strengths, weaknesses and interventions that are in place for KLA's at-risk Secondary Students.

The 2019 Dashboard was made available giving a snapshot of the overall performance and gains at KLA.

IV. CONSENT AGENDA ITEMS

A. *No consent agenda items at this time.*

V. ITEMS SCHEDULED FOR ACTION

A. Approval of 1st Interim Report - *The Board voted* **MSUC*** *to approve the 1st Interim Report.*

B. Approval of the English Learner Master Plan - *The Board voted* **MSUC*** *to approve the English Learner Master Plan pending edits.*

C. Approval of CLA Audit – *Approval of the CLA Audit is tabled for a special meeting tentatively scheduled for 3:30pm on Friday the 13th in room 32.*

VI. CLOSED SESSION

No reportable actions at this time.

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VII. ITEMS FOR NEXT MEETING AGENDA:

1. Approval of the December 2019 meeting minutes
2. KLA Payroll Status update
3. _____

VIII. ADJOURNMENT

B. The KLA Board of Directors adjourned their meeting at 6:25pm . The next Board of Directors Meeting is tentatively scheduled for January 14th, 2020 at 3:30pm in room 32.

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