KLA BOARD OF DIRECTORS
MEETING MINUTES
KEILLER LEADERSHIP ACADEMY
CHARTER SCHOOL

7270 Lisbon Street, San Diego, California 92114

November 12th, 2019

3:30 P.M.
Room 32

I. PRELIMINARY

A. **CALL TO ORDER**
Meeting was called to order by the Board Chair at 3:33 .

B. **ROLL CALL**

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

Visitors Present:
Eileen Logue
Adria Jefferson
Joel Christman
Ronnika Burks
Nicole Dougherty
Elizabeth Ochoa
Eileen Logue
Jesse Jimenez

C. **APPROVAL OF MINUTES OF BOARD MEETING OF October 8th, 2019.**
The Board voted **MSUC*** *to approve the October 8th meeting minutes.*

***MSUC= Motioned, Seconded, Unanimous, Carried = (APPROVED)**

II. COMMUNICATIONS

A. ORAL COMMUNICATIONS/PUBLIC COMMENTS:

The oral communications and public comment was opened: Mr. Jesse Jimenez had questions about how the Board will proceed moving forward with the KLA Climate Survey. Mr. Jimenez shared that other staff members contacted him and asked for an open forum in a timely manner.

No further communications

III. ITEMS SCHEDULED FOR INFORMATION

A. SEPTEMBER FINANCIALS

Ms. Logue shared out the school's financial position:

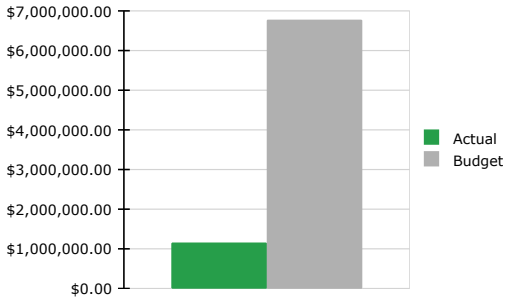
CharterVision® Board Report

Keiller Leadership Academy **July 2019 - September 2019**

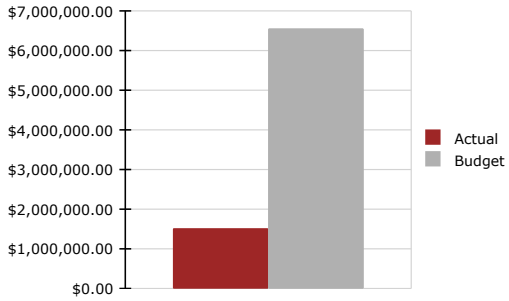
CharterVision® Financial Snapshot

Book Balance: $3,174,661

Revenue To Date



Expense To Date



Revenue Summary

Actual	$1,154,541
Budget	$6,775,297
Actual to Budget	17 %

Expense Summary

Actual	$1,514,689
Budget	$6,554,844
Actual to Budget	23 %

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CharterVision

Board Report

Keiller Leadership Academy

July 2019 - September 2019

CharterVision

YTD Actual to Budget Summary

Segment Name	Filter Applied
Object	All
Restriction	All
Location	All

	July - September				2019 - 2020	
Account Description	**Actual**	**Budget**	**Variance $**	**Variance %**	**Total Budget**	**Remaining Budget**
LCFF	$1,063,311	$5,718,911	($4,655,600)	-81.4 %	$5,718,911	$4,655,600
Federal Revenue	-	$403,011	($403,011)	-100.0 %	$403,011	$403,011
Other State Revenue	$34,122	$291,641	($257,519)	-88.3 %	$291,641	$257,519
Local Revenue	$57,108	$361,734	($304,626)	-84.2 %	$361,734	$304,626
Total Revenue	$1,154,541	$6,775,297	($5,620,756)	-83.0 %	$6,775,297	$5,620,756
Certificated Salaries	$629,439	$3,064,424	$2,434,985	79.5 %	$3,064,424	$2,434,985
Classified Salaries	$218,922	$913,987	$695,065	76.0 %	$913,987	$695,065
Employee Benefits	$301,673	$1,217,451	$915,778	75.2 %	$1,217,451	$915,778
Total Personnel Expenses	$1,150,034	$5,195,861	$4,045,828	77.9 %	$5,195,861	$4,045,828
Books and Supplies	$158,404	$340,485	$182,081	53.5 %	$340,485	$182,081
Services & Other Operating Expenses	$164,552	$826,562	$662,010	80.1 %	$826,562	$662,010
Capital Outlay	-	$20,000	$20,000	100.0 %	$20,000	$20,000
Other Outgo	$41,700	$171,935	$130,235	75.7 %	$171,935	$130,235
Total Operational Expenses	$364,656	$1,358,982	$994,327	73.2 %	$1,358,982	$994,327
Total Expenses	$1,514,689	$6,554,844	$5,040,154	76.9 %	$6,554,844	$5,040,154
Net Income	($360,149)	$220,453	($580,602)	-263.4 %	$220,453	$580,602

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CharterVision® Board Report

Keiller Leadership Academy

July 2019 - September 2019

CharterVision® Balance Sheet Summary

Segment Name	Filter Applied
Object	All
Restriction	All
Location	All

Liquidity Ratio	8.4

Assets	
Current Assets	
Cash	$3,174,661
Accounts Receivables	$91,153
Prepaid Expenses	$64,384
Other Current Assets	($539)
Total Current Assets	*$3,329,659*
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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Keiller Leadership Academy

July 2019 - September 2019

Total Assets	*$3,544,639*

Liabilities and Net Assets	
Current Liabilities	
Accounts Payable	$117,624
Accrued Salaries, Payroll Taxes, Postemployment Benefits	$247,315
Deposits held on behalf of other employees	$31,339
Total Current Liabilities	*$396,277*
Long Term Liabilities	
Total Long Term Liabilities	*$0*
Total Liabilities	*$396,277*
Net Assets	
Restricted Net Assets	$307,101
Unrestricted Net Assets	$3,201,409
Profit/Loss YTD	($360,149)
Total Net Assets	*$3,148,361*
Total Liabilities and Net Assets	*$3,544,639*

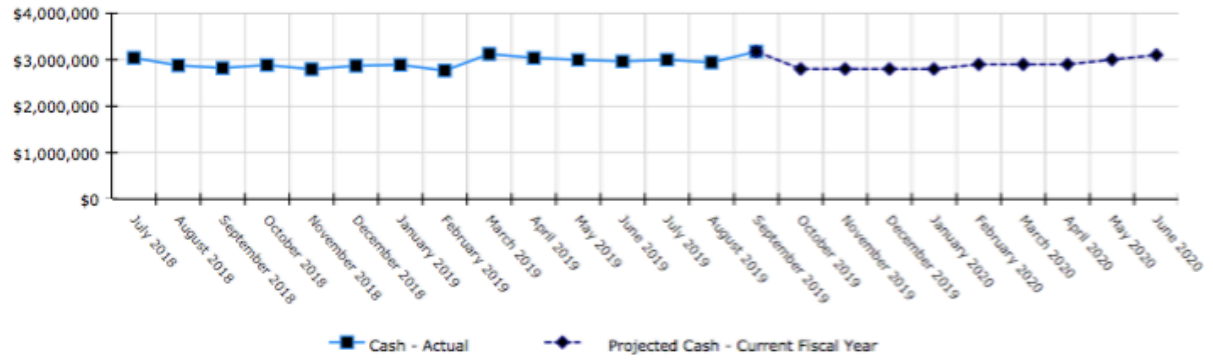
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CharterVision® Board Report

Keiller Leadership Academy

July 2019 - September 2019

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	$2,800,000.00	Projected
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 - September 2019

CharterVision Financial Health Report

Financial Ratio	Formula	Current	Target
Current Ratio (Liquidity)	(Current Assets) / (Current Liabilities)	8.40	> 1.00
Cash Ratio	(Cash) / (Current Liabilities)	801.12 %	> 100.00%
Defensive Interval	(Cash + Securities + AR) / (Average Expenses past 12 months)	5.51	> 3 months
Debt Ratio	(Total Liabilties) / (Total Assets)	11.18 %	< 33.00%
Asset Ratio	(Current Assets) / (Total Assets)	93.94 %	> 90.00%
Cash on Hand	(Cash)	$3,174,661.18	>= $0.00
Days Cash on Hand	(Cash) / ((Average Expenses past 12 months) / (30.4))	162.82	> 45
Cash Reserve Ratio	(Cash) / (Budgeted Annual Expenses)	48.43 %	> 10.00%
Savings Indicator	((Last Closed Revenue) - (Last Closed Expenses)) / (Last Closed Expenses)	0.03	> 0.00
YTD Savings Indicator	((YTD Closed Revenue) - (YTD Closed Expenses)) / (YTD Closed Expenses)	-0.24	> 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 9/30/2019

B. Director's Report: *School Report*
Mr. Christman shared out the Executive Directors Report detailing current enrollment at 636 students. Current behavioral and suspension data was also shared out. It was noted that there was a mistake on October's suspension Data: The correction will be addressed in next month's Director's Reports.
Ms. Dougherty shared out the Primary Directors Report noting the completion of trimester 1and the current benchmark schedule that began on the 7th of November.

C. Update on Salary Schedules Audit- *Mr. Christman has been working with Mrs. Jefferson to compile the information needed to update the salary schedules. Costs for making changes are being considered. Currently just Certificated staff have been evaluated, Classified staff will be next. Next steps include submitting the new plan to a third party to approve the proposal. Charter Safe has offered to audit the proposal in a way that fits into the current budget.*

D. LCAP Timeline Review- *Mr. Christman shared out the LCAP 2019-2020 timeline including goals and responsible parties involved.*

KLA Climate Survey – B. Young and E. Henkels- *It has come to the attention of the KLA Board of Directors that there are some growing*

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concerns regarding our workplace environment and a potential call to unionize the staff as a solution to these concerns.

An anonymous climate survey was distributed to the staff.

The complaints are categorized as follows:
Overall Administrative support
Salary and Budget transparency
Lesson Planning
Appropriate hours of communication
Protected prep-time
Evaluations
Campus safety and supervision
School climate/ morale
Procedural Items
Instructional hours / length of school day
Wednesday PDs
Restorative Justice
Testing and assessments
Attendance/ sick-time
Classroom Support
Uncategorized additional concerns.

Many solutions to the above mentioned were also shared.
Overall School Climate. admin support averaged out to a 7.
There are staff members who did not fill out the climate survey.
Next steps are being discussed and formulated, December 4th is scheduled as a Special Board Meeting for all-staff information and solutions meeting.

IV. CONSENT AGENDA ITEMS

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

V. ITEMS SCHEDULED FOR ACTION

A. *No action items scheduled for this meeting.*

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V. CLOSED SESSION

No closed session items at this time.

VII. ITEMS FOR NEXT MEETING AGENDA:

1. Approval of meeting minutes for 11/12/19
2. Wendy from Procopio (items for information)
3. Special Board Meeting Agenda for December 4th

VIII. ADJOURNMENT

B. The KLA Board of Directors adjourned their meeting at 5:25pm. The next meeting of the KLA Board of Directors is tentatively scheduled to take place at 3:30 in room 32 on Tuesday, December 10th.

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