Keiller Leadership Academy
Board of Directors
MINUTES

Date: April 22, 2014
Place: Library, 7270 Lisbon Street, San Diego, CA 92114

Members Present:	**Visitors Present:**
Anne Saenz	Joel Christman
Robert Ryles	Tertia Sartain
Charles Conradi	Chris Wright
Danielle O'Connor	Chris Ing
Marvin Maldonado	Christy Reese

Members Absent:
Angela Bass
Mitzi Martinez

1. Call to Order: Mrs. Saenz called the meeting to order at 4:05

2. General Public Comment Period:
No general public comments

3.Approval Of Previous Minutes:

- Mr. Ryles motioned to approve the minutes from March 18,2014 and Mr. Conradi seconded the motion. Mrs. O'Connor, Mr. Christman, and Mrs. Saenz approved the motion and the minutes were approved.

4. Welcome, Roll Call, Agenda Review:

- The present Board members introduced themselves.

5. Financial Report

Mrs. O'Connor shared out the school financial report:

Net Income
Keiller Leadership Academy is projected to achieve a net income of $156,030 in FY13-14 compared to $228,967 in the board approved budget. Reasons for this $-72,937 variance are explained further in the Income Statement section of this analysis.

Balance Sheet
As of February 28, 2014, the school's cash balance was $631,658. By June 30, 2014, the school's cash balance is projected to be $280,648. The increase in end of year cash is primarily due to favorable changes in projected state funding for the school per the recent P1 funding profile released by CDE and additional mental health funding. Please see the Income Statement, Revenue section for further details.

As of February 28, 2014, the Accounts Receivable balance was $0. ,538, down from $40,497 in the previous month, due to the receipt of revenue earned in FY12-13.
As of February 28, 2014, the Accounts Payable balance, including payroll liabilities, totaled $12,986, compared to $12,882 in the prior month. As of February 28, 2014, KLA had a debt balance of $39,335 compared to $90,279 in the prior month. This is the remaining amount from the line of credit.
Income Statement Revenue
Total revenue for FY13-14 is projected to be $4,128,070, which is $28,156 or 1% over budgeted revenue of $4,099,914. Of note:

- The EPA is expected to be approximately $42,828 over budget per the recent P1 funding profile provided by CDE. The other Revenue Limit funding sources change to balance the increase in the EPA. This results in increased cash flow but no real impact on net income.
- State Special Education funding (AB602) is projected to be $30,000 more than budgeted due to the identification of additional reimbursable mental health expenses.

Expenses
Total expenses for FY13-14 are projected to be $3,972,040, which is $101,093 or 3% over budgeted expenditures of $3,870,947. Of note:

- Instructional Aides are anticipated to be $30,618 under budget based on trend data.

- Non-Capitalized Equipment is projected to be $93,576 over budget due to the purchase of computers associated with Common Core. Although Common Core funding was received this fiscal year, offsetting expenses were not initially identified because the funds can be spent either this or next year. This purchase accounts for the decrease in net income this month.

- This report will discuss revenue and expenditure variances from the Board-approved budget that are above $10,000 and 10%.
- Non-Instructional Consultants are projected to be $188,109 over budget due to the realignment of on-loan employee salary and benefit costs to this object code.
- Corresponding reductions were made in the 1110, 2900 and benefits object codes resulting in a net impact of zero. ADA Budgeted average ADA for FY13-14 is 493.33 based on an enrollment of 517 and a 94.0% attendance rate. The forecast

assumes an ADA of 496.84 based on an enrollment of 514 and a 95.5% attendance rate.

5. School Report

- Mr. Christman shared KLA's current enrollment which is at 511.
  Primary: 202 students Secondary: 309 Students
  Mr. Christman also shared out the behavior report (see below)

In School Suspension Classroom Statistics (March)

Secondary	2012-2013	2013-2014
Students Sent to Room 20	137	218
Students in ISS	24	8
Suspensions	7	3
Expulsions	2,1 pending	0
Detentions	125	146
Lunch Detentions	168	304
Unserved After-School Detentions as of the last day in the month	12	13
Primary		
Responsibility Room Visits	N/A	16
Students in ISS	N/A	2
Suspensions	N/A	3

KLA site visit by SDUSD

On April 28th, the charter office will conduct it's annual site visit of KLA. The agenda for the day is below:

9:30 Document Review and Classroom Observations
11:00 Interview Finance Rep
11:30 Interview 2-3 students (different grades)
12:00 Interview 2-3 parents (different grades)
12:30 Interview 2-3 teachers (different grades)
1:00 Interview Executive Director
1:30 Interview 1-2 board members

Prop Z

The Charter School Facility Committee (CSFC) has approved KLA to use Prop Z planning grant money to conduct a feasibility study of the campus for construction and expansion. This approval will be forwarded to the Board of Education for final approval on April 29th.

Academic Director Report (Primary)

Mrs. Dougherty shared out the primary report.
Academic:

- School-wide writing focus-- Persuasive writing emphasis. Fifth graders have written persuasive essays as to whether or not Rainbow Loom bracelets should be allowed at school.
- March 26-28: Parent Conferences
- March 26-28: Spring Benchmark
- April 29: Visit by Dr. Silvia Dubovoy, Director, Montessori Institute of San Diego
- April 29-May 2: ELA Performance Task Practice
- April 25: KLA CARNIVAL

Events:

- Target Field Trip Grant

Students will attend a field trip to the Hitchcock Puppet Theater in Balboa Park

- Grade 3 Field Trip Grant

Students will be going to the Children's Discovery Museum in Escondido

- Ballet Performance

Gr. 1-3 students will be performing at the Casa Del Prado Theater in Balboa Park on May 18 (Sunday)
This is made possible by the partnership with the San Diego Civic Youth Ballet.

- First Science Fair scheduled for May 15.

Staff Professional Development:

- Creating a KLA Primary vision statement
- Strategic Planning

Academic Director Report (Secondary)

Mrs. Sartain shared out the academic report for secondary.

Events:
3/26-28 Spring Benchmark testing
3/31-4/11 Spring Break

Upcoming Events:
April 25: KLA CARNIVAL
4/22-25 Professional Development Minimum Days
5/20-5/29 Smarter Balanced Field Test (CAASPP)

Professional Development:
Each department is working at different stages of the implementation phase of Common Core Standards.

1) Humanities is continuing to collaborate as they implement Common Core English Language Arts curriculum based on *Louisiana Believes*- a public curriculum domain based on Louisiana's development of Common Core implementation.

2) Math is wrapping up their Common Core Math Academies. They are now currently reflecting on the implementation of Common Core standards through the collaboration of defining and constructing Math Performance Tasks.
3) Science is working on integrating Common Core Reading, Writing, and Speaking & Listening standards into their instruction. They are currently participating in lesson studies around planning shared textbook readings.

SBAC Training: All teachers just received a second training on the Smarter Balanced Field Test today, April 22nd. All staff members participated in a simulation of the SBAC field test at Spring Benchmarks. Teachers were given an opportunity to practice some of the newly implemented technical procedures of the SBAC field test. Teachers will be further in-serviced in SBAC field testing administration on May 12th.

Writing PD: On Wednesday and Thursday of this week, all teachers will be taking a look at student samples of the Performance Task taken in order to develop a clearer understanding of argumentative writing standards. Collaboratively, each grade level team will develop a rubric for across-the-content-area argumentative writing.

Strategic Action Planning: KLA Primary and KLA Secondary teachers and non-teaching staff will be working together on Friday, April 25th to review and update KLA's Action Plan. As part of this work, all staff members will review, assess, and develop action steps that align with KLA's mission, vision, and core beliefs so that both KLA Primary and KLA Secondary goals are equally addressed.

KLA Secondary Academics Update:
WASC- On March 24th, a WASC visiting committee conducted their midterm review. Pursuant to the review, WASC is reaffirming KLA's accreditation status. This accreditation status is contingent upon the submission of an additional follow-up school progress report that includes KLA Primary within the Action Plan, due June 1, 2015. This progress report will continue to be reviewed and updated by the Education Committee as a standing agenda item.

Spring Benchmarks March 26, 27, 28 – Students participated in a computer based and paper/pencil Spring Benchmark assessment. The non-performance task assessment was computer based, and the performance task was paper/pencil. Teachers will be examining student samples from the Performance task as part of their Writing Professional Development.

Staff change – Mr. David Sanchez was hired over spring break to fill the position of 7th grade Mathematics teacher.

Ms. Reese shared out an update on the ed committee meeting minutes from 4/18: (See below)

Department heads shared out the common core implementation:

- Common Core Implementation
- School-Wide Writing
    - K-2 Challenged with the benchmark
    - 3-5 making performance tasks for teaching/using Step-up techniques
    -

        - Benchmark Data
            - Will be given as an item analysis

- Saturday Academy- Well attended and students are enthusiastic about attending.

- Achieve 3000 Computer Program
    - Overview
    - Getting price
    - Getting demo
    - Will revisit
    - Look at IXL

- Computer Care
- Lan School for KLA

Mr. Christman shared out with the board that there will be a school carnival on 4/26 and to keep abreast of AB1531 which would affect charter school boards.

The board discussed the executive director, Mr. Christman's, evaluation which was completed by the board chair in December 2013. It was not included in the minutes and will be included in the agenda and will be an action item in May 2014 board meeting.

Meeting Adjourned at 4:56