AGENDA
REGULAR MEETING

BOARD OF DIRECTOR'S
KEILLER LEADERSHIP ACADEMY
CHARTER SCHOOL

7270 Lisbon Street, San Diego, California 92114

January 19th, 2016

4:00 P.M.

I. PRELIMINARY

A. **CALL TO ORDER**
Meeting was called to order by the Board Chair at 4:02pm.

B. **ROLL CALL**

	Present	Absent
Charles Conradi	x	
Danielle O'Connor	x	
Mitzi Martinez	x	
Angela Bass		
Doris Gauff	x	
Buddy Young	x	

Visitor Present:
Joel Christman
Christy Reese
Adria Jefferson
Nicole Dougherty

C. **APPROVAL OF MINUTES OF BOARD MEETING OF December 15, 2015** –MSUC*

II. COMMUNICATIONS

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A. ORAL COMMUNICATIONS/PUBLIC COMMENTS:
- No oral communications or public comments made.

III. ITEMS SCHEDULED FOR INFORMATION

A. NOVEMBER FINANCIALS
Danielle O'Conner shared out the November Financials:

November Financials

- The approved budget is set at an **enrollment** of 544. Budgeted average ADA for FY15-16 is 510 based on an enrollment of 544 and a 94.0% attendance rate. Month 2 ADA was 532.9 at 95.9%.
- As of November 30, 2015, the **cash balance** was $1,018,692. The school is projected to have cash balance of $1,066,063 at the end of the year (June 30, 2016).
- As of November 30, 2015, the **reserve** was $1,141,398 which is consistent with $1,141,776 as of October 31.
- As of November 30, 2015, there was no outstanding **debt** owed by KLA.
- As of November 30, 2015, the school is projected to have **net income** of $100,768, which is lower than the approved budget of $147,018.
    - Reserve goal of 5% = $262,000
    - Reserve goal of 3% = $157,000
- Total **revenue** for 2015-2016 is projected to be $5,336,202, which is $81,191 or 2% higher than budgeted revenue of $5,255,011.
    - *No change from last month* - All Other Local Revenue is projected to be $42,378 over budget. This is from the copier lease buyout.
- Total **expenses** for 2015-2016 are projected to be $5,235,434, which is $127,441 or 2% higher than budgeted expenditures of $5,107,993.
    - *No change from last month* - Teacher's Salaries is projected to be $363,754 under budget. There were additional teachers originally budgeted for but not hired. Also, one person was budgeted in this object code but not certificated and was moved to 2900.
    - Teacher substitute salaries is projected to be $50,298 over budget. Without the hiring of additional teachers, substitutes have been used in lieu of.
    - *No change from last month* - Instructional Aide salaries is projected to be $166,073 over budget. This is the increase in ASES aides hired not originally budgeted for.
    - *No change from last month* - Other classified salaries is projected to be $62,754 over budget. This is due to staff increases and an employee originally budgeted to teachers.

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- *No change from last month* - PERS retirement is projected to be $24,606 over budget. This is due to the roughly $200k increase in classified employee salaries from budget.
- *No change from last month* - Student Materials is projected to be $28,572 over budget. This is due to purchases for Montessori being originally budgeted in 4110 and coded to 4310.
- *No change from last month* - Non-Capitalized Equipment is projected to be $29,297 over budget. There was an increase cost to the original projected amounts for laptops (student and staff), radios, and portable air conditioning units. Some mid-year items have also been added that were not originally included in the original budget.
- Equipment lease is projected to be $43,721 over budget. This is due to paying 2 leases for copiers. This, however, is a wash since we received a check to cover the second lease costs (see increase in revenues noted above).
- *No change from last month* - Instructional consultants is projected to be $110,000 over budget. Special education and substitute expense has been higher than originally budgeted for. In addition, 1099 subs are being used to cover some of the teachers not added in the original budget.

Upcoming

- Budget revise next month for approval at February board meeting.

B. Directors' Report: *School Report*

Mr. Christman shared out the Executive Director's Report:

Current Enrollment

Grade	Male	Female	
K	31	26	57
1	19	28	47
2	18	28	46
3	20	14	34
4	24	15	39
5	24	21	45
Primary Totals	136	132	268
6	57	39	96
7	48	43	91
8	37	55	92
Secondary Totals	142	137	279
Grand Total	278	269	547

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In School Suspension Classroom Statistics (December)

	Dec. 2014-2015	Dec. 2015-2016
Primary	**237 Students**	**271 Students**
Students Sent to Justice Room	55	**74/ 7 (EDP)**
Students in ISS	4	**0/ 0 (EDP)**
Suspensions	2	**0/ 7 (EDP)**
Expulsions	0	**0/ 0 (EDP)**
Detentions	12	**2/ 0 (EDP)**
Lunch Detention	N/A	**14/ 4 (EDP)**
Unserved After-School Detentions as of the last day of the month	0	**0/ 0 (EDP)**
Lunch Detention for not Completing HW	16	**74**
Secondary	**276 Students**	**281 Students**
Students Sent to Justice Room	96	**109/ 9 (EDP)**
Students in ISS	5	**5/ 0 (EDP)**
Suspensions	2	**2/ 6 (EDP)**
Expulsions	0	**0/ 0 (EDP)**
Detentions	63	**83/ 0 (EDP)**
Lunch Detentions	145	**162**
Unserved After-School Detentions as of the last day of the month	24	**43/ 0 (EDP)**

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Enrollment /Recruitment

Neighborhood families with future kindergarteners continue to enquire on our Montessori program and our school. Mrs. Contreras our enrollment director met with a family this past weekend and gave them a tour of the campus. There are currently 30 Intent to Enroll forms completed for kindergarten and 10 applications have been submitted. Through networking and outreach, Mrs. Contreras has compiled a list of 1,295 potential 5th grade students from neighborhoods surrounding KLA. On October 23rd KLA recruitment postcards were sent to the homes of these students. In December a follow up letter was mailed out to these families and additional letters went sent out to 6th and 7th grade families. An orientation meeting was held on January 6th and 37 families submitted "Intent to Enroll" forms and 10 families have submitted enrollment applications. Another orientation meeting is scheduled for January 27th. One to two phone calls are received daily in response to our mailer initiative.

LCAP Update

As this school year progresses we continue to gather input from stakeholders regarding the implementation of KLA's Local Control Accountability Plan. Small revisions to the LCAP survey have been made to gain more insight on the specific priorities that stakeholders have in each of the goal areas. We will continue to solicit parents to take the survey at meetings, school functions and events.

KLA LCAP goals are:

1. Provide all students with a safe school facility and a welcoming school climate.
2. Prepare all KLA students for college and successful careers.
3. Support the social emotional and physical well-being of students.
4. Offer a variety of elective classes
5. Provide parent involvement opportunities and input on school programs and student participation.

Ms. Dougherty Shared out the Primary Director's Report:

Primary Director's Report

Upcoming Events:

4th/5th participation in the SD Zoo Program

February 14-20 Random Acts of Kindness Week

March 10 Spring Performance

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Highlights for January:

Character Counts/NED Show: is a character education show that leaves students with the mantra: ***Never Give Up, Encourage Others, Do Your Best.*** The learning from the assembly will be incorporated into our Character Counts program. Our Character Counts pillar for January and February is: CARING. All CARING lessons will be leading up to Random Acts of Kindness Week where our students will practice acts of caring and kindness in different ways.

Increasing Parent Involvement: we will be varying our Read with Your Child morning sessions to include reading and math strategies, tips and activities parents can use to help their children at home.

Increase Literacy Competency: we will continue to address ways to improve literacy skills and increase the number of students reading at or above grade level.

And Ms. Reese shared the Education Committee Meeting Agenda and Minutes:

Education Committee Meeting Agenda and Minutes

Date: January, 14th 2015 Agenda
Place: Room 27, 3:15
7270 Lisbon Street, San Diego, CA 92114

3:26PM
Guests Present

Members Present	**Members Absent**
1 Christy Reese (chair/EL)	
2 Tertia Sartain (admin)	
1 Joel Christman (admin)	
	3 Nicole Dougherty (admin)
3 Perez (1-2)	
2 Kambia Torres (Dean)	
	Devina Williams (math)
2 Smith (K)	
1 Jeremy Eikam (electives)	
3 Josh Hamler (humanities)	

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2 Bonito (4-5 rep)
3 Paul Amorillo (PE)
1 Chavez (counseling)
3 Smith (2-3)
3 Charles Conradi (SpEd)
2 Lyle Kabalican (ASB)

1. **Role Call:**

2. **General Public Comment Period**

   - **Merit Pay Reminder**
   - **LCAP Questionnaire Revision (copies/report back via email) Tabled**

3. **Approval of Previous Minutes**
   approved

4. **Restorative Justice Updates**
   - **Torres**
   - **2:15 PM disaster drill next week (drop and cover and evacuate)**
   - **PBIS - Response Sequence Procedure**
     - **Positive Behavior Interventions and Supports**
   - **Justice Room data: see document**

5. **Professional Development Training Summaries**

   - **ELD Training- Reese**

6. **School Wide Data/Planning**
   - **iReady, Interim, Achieve 3000, benchmarks**
     - **Importance in balancing hard and soft data**
     - **Test scores intended as guide instead of only source to drive instruction**

7. **Ed Committee Officer Training and Discussion**
   - **Goal action plan revisions**

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8. Ed Committee Officer Checksheet for Next Meeting

Action	Evidence
Analyze iReady or benchmark data	iReady/benchmark data graphs

Meeting Ajourned - 4/30

Next Meeting- 2/25/2016

IV. CONSENT AGENDA ITEMS

No Consent Agenda Items at this time

V. ITEMS SCHEDULED FOR ACTION

A. No items scheduled for action

B.

VI. CLOSED SESSION

A. **NO AGENDA ITEMS**

VII. ITEMS FOR NEXT MEETING AGENDA:

1. Budget Revision for February
2. _____

VIII. ADJOURNMENT

Meeting was adjourned at 4:30pm

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