

**Los Feliz Charter School for the Arts Board Meeting Minutes**  
**November 12, 2010 7:00 p.m. – 10:00 p.m.**  
**2709 Media Center Drive L.A. 90065**  
**\*\*APPROVED\*\***

**BOARD MEMBERS:**

Present: Karin Newlin, Gabrielle Samuels, Marissa Chibas-Preston (via phone), Sharon Sutton (via phone), Robert Greenberg, Michael Bishop (joined @ 7:30), George Abrams, Matthew Shenoda, Tony Butka, Darcy Mellinger

Absent: Verna Dauterive, John Michael Garces

Quorum? Yes.

Also Present: Mary Ann Gallo, Joe Meza, Carrie Wagoner, Tracy Prinz, Audrey Fann, Karen Barranco

**PROCEEDINGS:**

- George Abrams called the meeting to order at 7:10 p.m.
- Samuels moves to approve the minutes from the August 21<sup>st</sup> and September 30<sup>th</sup> Board Meetings. Bob Greenberg seconds. Gabrielle Samuels makes a note regarding the “champions” and “domains” per the strategic plan. Ayes via roll call: Samuels, Marissa Chibas-Preston, Sharon Sutton, Greenberg, Abrams, Matthew Shenoda, Tony Butka. Motion carries.
- Samuels begins a short discussion of the Strategic Plan domains/champions. There is a change made to the latest draft of the plan. It is noted that George Abrams is the champion of “Stewardship.”
- Abrams asks that Agenda Item V be moved up so that Joe Meza can begin his explanation of the audit. Meza distributes copies of the LFCSA audited financial statements for year ending 6/30/10.
- Abrams moves to approve the audit for school year 2009/2010. Tony Butka seconds. Ayes via roll call: Abrams, Chibas-Preston, Sutton, Greenberg, Butka, Samuels, Shenoda. Motion carries.
- Meza begins his budget review. He notes that the state’s legislator’s have approved the State budget. He informs that the biggest budget problem LFCSA continues to face is the Average Daily Attendance. He points out that the budget was prepared with an expectation of 513 students enrolled and there are currently 490.
- Mary Ann Gallo proposes a PTA sponsored campaign. Michael Bishop offers to address the parents on the issue. Abrams proposes moving forward with such a campaign and reporting back to the Board at next meeting.
- There is a general discussion about ways to increase enrollment. Meza says the options are to increase enrollment or cut staff.
- Meza talks about the sale of receivables and the projected cash balance in June 2011.
- Carrie Waggoner notes that Parker Hudnut at the LAUSD Charter School Division is tracking which charter schools are “factoring.”
- Bishop points out that the discussion is touching on three agenda items: budget, sale of receivables & the Media Center as it impacts cash flow.
- Bishop adds that the burden rests with charter schools to push this issue. There is money made available to district schools at a low interest rate from which charter schools are exempt. He wonders how this can be changed.

- Abrams asks that Karen Barranco present on the branding/renaming process. Barranco makes her presentation and Abrams helps sum it up.
- Butka moves to approve the timeline and process as presented. Greenberg seconds. A short discussion follows. Ayes via roll call: Samuels, Bishop, Abrams, Greenberg, Shenoda, Sutton, Butka. Motion carries.
- Meza returns to the discussion of the budget and further sales of receivables.
- Bishop says that at this time, selling receivables is the only option.
- Brief discussion of how much to sell.
- Butka moves to sell receivables to Charter School Capital for up to \$3,000,000. Greenberg seconds. Ayes via roll call: Samuels, Bishop, Sutton, Butka, Abrams, Greenberg, Shenoda. Motion carries.
- Greenberg proposes collaborating with other charter schools that are factoring in order to approach LAUSD. Bishop suggests the county office is the place to go.
- Bishop begins a discussion of the Media Center Financial Report. He reports on what is still owed to Ray Franco and Blackwell. Bishop believes all subcontractors have been paid. The landlord still owes 50% on TI and are holding out due to several very specific points. A discussion follows.
- Bishop and Butka, who were part of committee that met with Franco, Blackwell and the landlord's representative, are merely reporting, not asking for specific action to be taken at this time. Butka says that Bishop will continue to work with the landlord.
- Abrams opens discussion of the ad-hoc Leadership Planning Committee. They have been focusing on the immediate needs for the next 6 months. And says that the top priority items that they have identified are: IEPs, IT (database) and maximizing the potential of the staff. The proposed remedies are: an interim hire to address IEPs, a contractor to handle IT set-up, and a consultant to organize staff.
- Newlin notes that she has been functioning more like a superintendent and recognizes that she will be handing principal duties over to someone else.
- Abrams says he is asking the Board to reauthorize the committee to continue their work in order to return to the Board in January with an organizational chart, job descriptions and solicitations to go out in January for the coming school year. He adds that the committee is recommending that Newlin hire a consultant for the staff, a contractor to set up the IT and an interim hire to handle the IEPs, etc.
- Samuels asks about the \$50,000 that was held in the budget for hiring an Executive Director. Abrams shares consultant, David Guthrie's perspective on that.
- Abrams moves that the Leadership Committee be authorized to continue its process and come back to the Board with an organizational chart and job descriptions to be posted in January. Butka seconds. Ayes via roll call: Samuels, Bishop, Sutton, Butka, Abrams, Greenberg, Shenoda. Motion carries.
- Newlin gives a brief description of the mostly positive LAUSD review. They foresee no problems with charter renewal, noting only the lack of a database.
- Bishop raises the issue of the Board establishing a policy regarding alcohol at school events. A short discussion follows.
- Abrams moves that the Board does not prohibit the use of alcohol at events provided that guests conduct themselves in a responsible fashion. Butka seconds. Ayes via roll call: Samuels, Bishop, Abrams, Greenberg, Shenoda, Sutton, Butka. Motion carries.
- Butka moves to adjourn at 9:55pm. Motion carries.

Minutes submitted by Mary Ann Gallo.