

New Millennium Secondary School
1301 W 182nd St. Gardena, Ca 90248
Minutes Board of Directors Meeting via Zoom
Monday April 6, 2020

Attendees:
Board Members Present: Betty Coleman, Timothy Mozia, Joanne Zitelli, T. J. Robinson
Staff Present: Samantha Navarro, Nichole Sims, Scott Warner CSMC

OPENING ITEMS

1	Call to Order	
	Meeting called to order by B. Coleman at 3:03 pm	Meeting called to order
2	Approve Minutes B. Coleman called for motion to approve 1/13/20 minutes. T.J. Robinson motioned, J. Zitelli 2 nd , Unanimously approved.	Approved Minutes

SCHOOL SITE REPORTS

3	<p>Principal’s Report</p> <p>a. Principal Navarro updated Board on school’s plan to continue education during COVID-19 restrictions. On 3/13 and 14 teachers and staff prepared student learning packets for 3 weeks of work, including lessons, readings and assignments for students at home. Packets include contact information for teachers, principal, counselors and updates from LAUSD. Each teacher has his or her own Google classroom. Weekly Zoom meetings with teachers and staff are held. Principal working on resolving “equity issues” due to some students lacking access to internet and computers. An issue is the return of mailed student paper packets to teachers for review of work (how to sanitize paper). Some families have been able to scan homework assignments and return electronically. In addition, principal and teachers are discussing how best to grade student work; e.g. math teachers want to see students’ work. Student and staff safety a priority. Senior students’ activities on pause until further notice. Form J13A Request for Allowance of Attendance due to Emergency Conditions. We will need to submit this form for ADA (student attendance) during this school year.</p> <p>B. Coleman recognized Principal Navarro, Ms. Sims, and teaching staff for efforts to adapt and continue student learning during Covid-19 epidemic.</p> <p>b. LAUSD’s oversight visit was scheduled for 4/21/20. Oversight checks Board activity, school organization and management, curriculum and teaching/learning environment. Principal Navarro contacted by José Rodriguez who is coordinating visit. She asked what the visit will consist of but was not, on that call, provided with a clear explanation. Another call is expected.</p>	Information sharing
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	c. Preparing 2021 incoming NMSS freshman: 77 letters sent to families; August 10 start date; 6 incoming students to date do not have computer devices or internet access. Follow-up calls with parents taking place.	
BUSINESS ITEMS		
4	LCAP Update Postponed, dates and deadlines moved. S. Warner stated that everyone use new online template. NMSS should assume July as usual.	Information Sharing
5	Graduation Requirement–Covid-19 Principal Navarro cited difficulties with some seniors completing requirements for graduation. Three students need Physical Education class; enrolled in community college class that was cancelled by college (students have no record of enrollment). Also 30 students were enrolled in one community college course graded C/NC but students cannot complete the course. LAUSD has not addressed how A-G requirements and grading issues will be addressed for students planning to graduate in June. S. Warner referenced a memo regarding how it will be handled for seniors: students should receive “pass” on classes. P.E. class remains an issue. Vote on issue was postponed because clear information was not available.	Vote Postponed
6	Closed Session- Conference with Legal Counsel - Anticipated Litigation Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9:1 case. Principal Navarro reported that a letter was sent from District regarding initiating dispute resolution process. Lawyers representing charter schools will keep NMSS posted.	Information Sharing
7	COVID-19 Policy Changes N. Sims presented FFCRA (Act) document and explained changes in sick and medical leave policy for NMSS employees. Each school is responsible for paying employees for sick and medical leave time specifically related to COVID-19 Examples of qualifying reasons provided to illustrate policy; act/ policy must be incorporated into NMSS Employee Policy Handbook. B. Coleman called for motion to include FFCRA policy on sick and medical leave in NMSS employee handbook. T. J. Robinson motioned, J. Zitelli 2 nd . Unanimously approved inclusion of FFCRA policy in handbook.	Information Sharing /Vote Approved inclusion FFCRA act in NMSS handbook
FINANCE		
8	Finance Report Board reviewed finance reports. S. Warner stated balance sheet “looks decent”; no problems, NMSS ahead in revenue projections and payroll and expenses slightly over. Budget impact for 2020-21 school year unknown; so gather information about school funding for next year then meet in order to revise proposed school budget for 2020-21.	Approved Financial Reports

	B. Coleman moved to accept financial reports, T.J. Robinson 2 nd . Unanimously approved financial reports.	
CLOSING ITEMS		
9	Public Comment None	
10	Meeting Adjournment B. Coleman motioned to adjourn at 4:30 pm, J. Zitelli 2 nd . Unanimously Approved.	Adjournment Motion Approved

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