

**New Millennium Secondary School  
Board of Directors Meeting  
Date: August 19, 2019  
Minutes**

**Attendees:**

**Board Members Present:** Betty Coleman, Joanne Zitelli, Timothy Mozia

**Board Members Present (Conference Call):** T.J. Robinson

**Staff Present:** Principal Samantha Navarro, C.O.O. Nicole Sims

**Board Members Absent:** Laura Gutierrez

**Guest:** Scott Warner

	<b>OPENING ITEMS</b>	<b>Action</b>
1	Call to Order B. Coleman called meeting to order at 4:46 pm	<b>Meeting called to order</b>
2	Approve Minutes from June 17, 2019 Meeting B. Coleman called for motion to approve, B. Coleman moved, J. Zitelli 2 <sup>nd</sup> . Unanimously approved.	<b>Approved June 17 Minutes</b>
	<b>SCHOOL SITE REPORTS</b>	
3	<p>Principal's Report</p> <p><u>Staff Updates</u></p> <ul style="list-style-type: none"> <li>▪ Update on Staff Calendar/Professional Development <ul style="list-style-type: none"> <li>- Summer Professional Development held week of 8/5, 8:30 – 3:30. Included discussion with teachers of goals, mandated reporting, non negotiables in classroom, best practices, bonding of staff, PBIS, discipline. Teachers reported meetings were successful.</li> <li>- Teacher Conferences. Teachers will attend literacy training across disciplines (“Cerca”) in San Diego. Subs will cover their classes. October 24 &amp;25.</li> </ul> </li> <li>▪ Returning Staff and New Staff <ul style="list-style-type: none"> <li>- Departments - Alex Carruthers new secretary in office</li> </ul> </li> </ul> <p><u>Contract Renewals</u></p> <ul style="list-style-type: none"> <li>▪ Reminder: contracts costing over \$10,000 require Board approval. Fiscal policies in NMSS handbook updated 6/2019. <ul style="list-style-type: none"> <li>- APEX for credit recovery</li> <li>- READ 180 class to promote literacy growth</li> </ul> </li> </ul> <p><u>Donations</u></p> <ul style="list-style-type: none"> <li>- In June 2019 Vintage Capital Group contacted NMSS with offer to donate new furniture, equipment and supplies being liquidated. Value approximately \$35,000. Vintage paid moving and storage fees.</li> </ul> <p><u>Suspension Rate Data</u></p> <ul style="list-style-type: none"> <li>- Down from 9% last year (17-18) to less than 5% 2018-2019 school year. LAUSD would like percentage lower.</li> </ul>	<b>Information Sharing</b>

	<p><u>LAUSD Oversight Summary and Scores</u> - Board members read oversight report for next meeting.</p> <p><u>Summer Work Wrap Up</u></p> <p><u>Start of New School Year</u> - Enrollment to date 186 students (compared to 192 students last year at this time; however students still enrolling. - Field Trip Opportunities</p> <p><u>Board Member Search</u> - Need additional members</p>	
	<b>BUSINESS ITEMS</b>	
4	<p>Approval of UA – Unaudited Actuals B. Coleman moved to approve unaudited actuals as submitted. J. Zitelli 2<sup>nd</sup>. Unanimously approved.</p>	<b>Approved unaudited actuals</b>
	<b>FINANCE</b>	
5	<p>Finance Report S. Warner present the finances to board members for approval. Cash Flow, P&amp;L, Checking information, and other finance documentation. B. Coleman motioned to accept finance reports, J. Zitelli 2<sup>nd</sup>. Unanimously approved.</p>	<b>Approved Finances</b>
6	<p>ASB Budget /Account 2018-19 school year starts with \$6,872 balance in account, less than previous years. B. Coleman moved to submit ASB account, T.J. Robinson 2<sup>nd</sup>. Unanimously approved.</p>	<b>Approved ASB Budget</b>
	<b>CLOSING ITEMS</b>	
7	<p>Public Comment None</p>	<b>None</b>
8	<p>Meeting Adjournment B. Coleman motioned to adjourn at 5:50pm, J. Zitelli 2<sup>nd</sup>. Unanimously approved.</p>	<b>Adjournment Motion Approved</b>