

Governing Board Meeting Minutes		
NEW MILLENNIUM SECONDARY SCHOOL		
1301 W 182nd St. Gardena, Ca 90248		
Monday, September 16, 2024, 3:00 pm Zoom Meeting		
Via Teleconference pursuant to Executive Orders N-25-20 and N-29-20 The Governing Board and employees of New Millennium Secondary School shall meet via the Zoom platform. Members of the public who wish to access this Board meeting may do so by contacting Samantha Navarro for login to join Zoom .		
Attendees:		
Board Members Present: Betty Coleman, Joanne Zitelli, K. Holloway, A. Booker		
Staff Present: Principal Samantha Navarro, C.O.O. Nichole Sims, Nick Miller, CSMC		
Guest Present:		
OPENING ITEMS		
1	Call to Order Meeting called to order by Betty Coleman at 3:06 pm	Meeting called to order
2	Approve Minutes The board members reviewed June 2024 board meeting minutes. Board members agreed to approve June meeting minutes. B. Coleman called for motion to approve June Minutes. B. Coleman motioned, A. Booker Second. Unanimous approval. June 2024 board meeting minutes, Unanimous approval.	Voted Minutes Approval June Meetings
SCHOOL SITE REPORTS		
3	Principal's Report Start of School Year/Back to School Information <ul style="list-style-type: none"> • Summer Bridge Incoming 9th Grade Students <ul style="list-style-type: none"> ○ August 1st ○ What it means to be a Warrior ○ Tour of the Campus, High School Credits, Graduation Credits, Career/College • First Day of School August 7th <ul style="list-style-type: none"> ○ Opening Day ○ Advisory ○ Team Building • All School Beach Day <ul style="list-style-type: none"> ○ August 29st Important Dates & Communication with Warrior Community <ul style="list-style-type: none"> • Orientation Family/Parent Meetings held in July. • Senior Parent Meeting September 19th • Parent Teacher Conferences September 17th and 18th • Back to School Night September 19st • Recruiting for School Site Council 	Information Sharing

LAUSD Annual Oversight Visit Report 2023-2024

- Annual visit from the LAUSD CSD Team who review financials and academics
- Areas reviewed by team are Governance, Student Achievement & Educational Performance, Organizational Management, Programs, and Operations, Fiscal Operations
- Student Achievement & Educational Performance was not rated this school year
- Fiscal Operation received the high school

Staff Updates

- New English Teacher: Ms. Madarang
- Staff professional development held 8/1-8/6
- Powerschool System updates – New look for staff and teachers

Recruitment/Enrollment

- Grow school
 - Advertising billboard
 - Bus Stop Ads
 - Website Campaigns
 - Social Media Campaigns
- Looking into other recruiting companies
- Fanbase Company
- Niche
 - Website/Google Search Assistance
- Enrollment Numbers
 - 116 as of 08.23.2024
 - 111 as of 09.11.2024

Student Schedule – College Classes

- Business Courses
 - 6 Period
 - 3 part Program

Request to change October Board Meeting Date

- Board meeting set for 10/14/2024, Holiday
- Request to change meeting date to 10/28/2024
- Board member agree with the change and put the motion to a vote

	<p>B. Coleman called for motion to approve Board Meeting October date. B. Coleman called for motion. A. Booker motioned, J. Zitelli Second. Unanimous approval.</p>	
BUSINESS ITEMS		
<p>4</p>	<p>Renewal of Vendor Contracts 2024-2025 The board members was presented with vendor contract information. The board members reported that the motion regarding the renewal of vendor contracts was approved unanimously. They reviewed contracts for the following companies:</p> <ul style="list-style-type: none"> • Powerschool Renewal, which included maintenance & support, SIS Hosting, Attendance Intervention Suites • NWEA, which teachers use to prepare for state testing, view student data, and prepare lesson plans to support area of improvement • Imaging Learning, which provide CTE courses, credit recovery, and other requested courses • Apex Edmentum, program to assist with credit recovery • Yondr – Pouch systems to address the phone issues in school. The pouch is lock during the school day, but student maintain the pouch on themselves. • Niche, assist with student recruitment. Was not approved by the board. <p>All other vendor contracts were approved by the board members, except for Niche. Niche was not producing the result or was able to meet the needs for the school.</p> <p>B. Coleman called for motion to approve Vendor Contracts. B. Coleman called for motion. A. Booker motioned, J. Zitelli Second. Unanimous approval.</p>	<p>Vote Approved for Vendor Contract 2024-2025</p>
<p>5</p>	<p>Southwest College Partnership "Los Angeles Southwest College is offering a new partnership. It is with great enthusiasm that Invite your high school students to join our free Intro to Psychology course on the campus of New Millennium Secondary School. The course will be taught twice a week by a professor from Los Angeles Southwest College. The opportunity will allow students to earn not only high school credit, but 3 units of college credit as well."</p> <p>Our first day of class will be Tuesday, August 27th. The Fall 2024 semester begins on August 27, 2024. However, the classes will start on August 27th. If you would like to partner with our college or simply send a couple of your students or parents to take our courses.</p> <p>Other free courses include English as a second language, computer literacy, high school equivalency preparation, citizenship preparation, building and construction, custodial technician, phlebotomy technician, and more. Our college's noncredit department offers free courses for all (regardless of age or legal status) to achieve their personal, academic, and civic goals. Feel free to peruse our website (lasc.edu/NACES) for a detailed description of</p>	<p>Information Sharing</p>

	<p>what we do and offer at the Noncredit Adult & Continuing Education Services Department.</p> <p>NMSS offered two college courses on site for the students per semester. Southwest provide the instructor and the school is responsible for purchasing the student textbooks.</p>	
6	<p>CALSAAS/EOY N. Sims presented information about the CALSAAS system, which will be in effect for the 2023-2024 school year. Currently, the NMSS Science department is unstaffed, and the Special Education department’s RSP must complete the CLAD program to meet English Learner requirements.</p> <p>The California Statewide Assignment Accountability System (CalSAAS) is a new assignment monitoring system that facilitates the annual review of all certificated educator assignments in California. Its primary purpose is to ensure compliance with state and federal reporting requirements while automating the identification of questionable assignments, or “exceptions.” This automation eliminates the need for the cumbersome paper-based monitoring process previously used.</p> <p>CalSAAS functions by comparing assignment data from the California Longitudinal Pupil Achievement Data System (CALPADS) with credential authorization data from the Commission, using each educator’s California Statewide Educator Identifier (SEID). This comparison allows the system to pinpoint exceptions and gives Local Educational Agencies (LEAs) and County Offices of Education the chance to rectify any identified anomalies or misassignments.</p> <p>To address credentialing issues in these two departments, NMSS will submit a "Declaration of Need" to the California Commission on Teacher Credentialing (CTC). This will enable teachers to complete the CLAD course in person, and NMSS will also request the "Emergency CLAD/English Learner Authorization."</p>	Information Sharing
7	<p>Student Information Enrollment count as of September 26 was 120 students. NMSS continue to address this issue by attending more recruitment events and working with several recruitment companies. Principal has been attending 8th grade recruitment events at local schools. Current NMSS enrollment goal is 160 students. Partnering with Niche and Charter School Capital to promote interest and enrollment in NMSS was covered in Principal’s Report</p>	Information Sharing
8	<p>Finance Report N. Miller presented the financial summary to the board members. This report will cover the Actual to Budget, which is as of June 30, 2024. This is compared against our board-approved 2nd interim budget.</p> <p>YTD Revenues through Jun 30, 2024, are \$3,075,145 or 7.6% (\$217k) over our current budget due to all other state revenues coming in \$141k (\$78k of which is attributable to STRS on behalf and the rest of the overage was in recognizing arts</p>	Vote Approved for Financial Report

and music & learning recovery block grant revenues) and \$43k over in child nutrition. This is slightly countered by LCFF revenues coming in \$5k short.

YTD Expenses through Jun 30, 2024, are \$3,148,418 or 6.5% (\$192K) over our current budget due to personnel expenses being \$144k over (\$78k of which is attributable to STRS on behalf payments and the rest was due to a discrepancy in benefits which has since been adjusted for first interim), professional consulting/operational expenses being \$50k over budget, legal expenses being \$35k over budget, and food and food supplies being \$19k over budget. This is slightly countered by educational consultants being \$20k under budget and noncapped equipment being \$98k under budget. In regard to the noncapped equipment underspend, this is because originally, we had budgeted to use the kitchen infrastructure dollars in fiscal year 23-24. We now plan to spend those funds in FY24-25.

Therefore, net income is (\$73,272) or -26.1% over our current budget.

Balance Sheet:

As of Jun 30, 2024, we had total cash of \$2,189,888, short-term liabilities of \$398,868, and long-term liabilities of \$19,057. The ending fund balance is \$2,272,212.

Balance Sheet Summary FY 2023-2024 - June			
Assets		Liabilities and Net Assets	
Current Assets		Short-term Liabilities	
Accounts Receivable	\$438,080	Accounts Payable	\$60,417
Cash and Cash Equivalents	\$2,189,888	Accrued Liabilities	\$165,188
Prepaid Expenses	\$43,725	Other Short Term Liability	\$173,264
Total Current Assets	\$2,671,693	Total Short-term Liabilities	\$398,868
Fixed Assets		Long-term Liabilities	
Accumulated Depreciation	(\$4,736)	Other Liabilities	\$19,057
Fixed Assets	\$23,181	Total Long-term Liabilities	\$19,057
Total Fixed Assets	\$18,445	Total Liabilities	\$417,926
Total Assets	\$2,690,138	Total Unrestricted Net Assets	\$2,318,080
		Total Restricted Net Assets	\$27,405
		Total Net Increase/(Decrease) in Net Assets	(\$73,272)
		Total Net Assets	\$2,272,212
		Total Liabilities and Net Assets	\$2,690,138

Liquidity Ratio
6.7

B. Coleman called for motion to approve Financial Report. B. Coleman called for motion. J. Zitelli motioned, A. Booker Second. Unanimous approval.

9

Approval of UA – Unaudited Actuals
 N. Miller presented the Unaudited Actuals to the board members, focusing on financial items not included in the Audited Actuals for the 2023-2024 school year. The report highlighted a revenue deficiency of (\$73,272.19) and provided a detailed overview of all expenses and revenues for the year. Additionally, it specified the areas impacted by the shortfalls.

B. Coleman called for motion to approve Unaudited Actuals. B. Coleman called for motion. J. Zitelli motioned, A. Booker Second. Unanimous approval.

Vote
Approved for Unaudited Actuals

10

EPA FY 2023-2024
 N. Miller presented the information regarding the EPA for the 2023-2024 school year. He reported total revenue of \$231,886.00, with expenditures comprising \$164,454.16 for salaries and \$67,431.84 for benefits.

Vote
Approved for EPA FY 2023-2024

2	Actual Expenditures through: June 30, 2024		
3	For New Millennium Secondary, Object 8012 Education Protection Account		
4			
5			
6	Description	Object Codes	Amount
7	AMOUNT AVAILABLE FOR THIS FISCAL YEAR		
8	Revenue Limit Sources - EPA Payment	8012	231,886.00
9	TOTAL AVAILABLE		231,886.00
0	EXPENDITURES AND OTHER FINANCING USES		
1	(Objects 1000-7999)	SACS Object	
2	Instruction	1100	164,454.16
3	Instruction-Related Services		
4	Instructional Library, Media, and Technology	1200, 2200, 2900	0.00
5	Other Instructional Resources (Including Parent Participation)	2900	0.00
6	Pupil Services		
7	Guidance and Counseling Services	1200	0.00
8	Psychological Services	1200	0.00
9	Attendance and Social Work Services	2900	0.00
0	Health Services	1200, 2200	0.00
1	Speech Pathology and Audiology Services	1100	0.00
2	Pupil Testing Services	1100, 1900, 2100	0.00
3	Pupil Transportation	2200	0.00
4	Food Services	2200, 2900	0.00
5	Other Pupil Services		0.00
6	Ancillary Services		0.00
7	Community Services		0.00
8	Plant Services	2200	0.00
9	Benefits	3000-3999	67,431.84
0	Other Outgo		0.00
1	TOTAL EXPENDITURES AND OTHER FINANCING USES		231,886.00
2	BALANCE (Total Available minus Total Expenditures and Other Financing Uses)		0.00
3			

B. Coleman called for motion to approve EPA FY 2023-2024. B. Coleman called for motion. K. Holloway motioned, A. Booker Second. Unanimous approval.

11

ASB Account

N. Sims presented the financial information regarding the Student Body account. As of July 31, 2024, the checking account balance is \$8,939.27, with no outstanding checks from the 2023-2024 school year.

COMPLETED

New Millennium Secondary School
Reconciliation report
 As of 07/31/2024
 Account: Cash in Bank ASB account CA Credit Union

REVIEWED
 MarifeJane-Foilsbee 8/16/2024 11:31 AM

Myranda Fells

Statement ending balance	8,939.27																														
Deposits in transit	0.00																														
Outstanding checks and charges	0.00																														
Adjusted bank balance	8,939.27																														
Book balance	8,939.27																														
Adjustments*	0.00																														
Adjusted book balance	8,939.27																														
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Vote Approved for ASB Account Report

B. Coleman called for motion to approve ASB Financial Report. B. Coleman called for motion. J. Zitelli motioned, A. Booker Second. Unanimous approval.

CLOSING ITEMS

12	Public Comment B. Coleman asked for public comment. None	
13	Meeting Adjournment B. Coleman called motion to adjourn meeting at 4:45 pm. A. Booker motioned. J. Zitelli 2 nd . Unanimous approval.	Vote Approved Adjournment