

**Optimist Youth Home & Family Services  
Charter School Board Meeting  
6957 N. Figueroa St.  
Los Angeles, Ca. 90042  
YLC Board Room**

**6:00 PM**

**Meeting Agenda for: September 8, 2014**

**Call to order:** 6:08 p.m. Bill Snyder

**Welcome:** Bill Snyder

**Flag Salute:** Jeff Morris

**Roll Call of Members:** Bill Snyder; quorum confirmed

**Officers in attendance:**

Bill Snyder-President

Dee Gadbury, Vice President

Malak Kazan-Secretary

Leland Lau, Treasurer

**Board Members in attendance:**

Dennis Andolsek

Larry Brown

Jack Evans

Ted Carter

Pam Duben

Jesse Fox

Steve Duben

Cathy McCutcheon

Linda McWeeney (PSE Rep.)

Jeff Morris

Richard Niederberg

Ron Villachica

Lenna Welling

**Past Presidents in attendance:**

Terry McWeeney, Immed. Past Pres.

**Staff in Attendance:**

Doug Buttrick

Alan Eskot

Lynn DeYoung

Sil Orlando

Crystal Brackin

**Meeting Agenda:**

1. Approval of Agenda Items: Richard Niederberg motion and Dee Gadbury second; no opposition
2. Approval of Minutes from prior Meeting: Richard Niederberg motion to approve and Dee Gadbury second; no opposition
3. Public Comment on non-agenda items: no response
4. Public Comment on agenda items: no response

**Fiscal Report:**

Doug Buttrick: Charter School \$47, 210 revenue , \$52,073 expenses (primarily teacher and administrative staff salaries) for July although school was closed with census of Zero; deficit \$7,493 , Net Income \$ 82K projected for fiscal YE; Cash balance healthy. \$218,102 received in July (accrued prior year) \$292,500 PSCGP grant, 575K grant partial payment; capital improvements only. Cash flow improved; lag in census and takes time for reports and cash to catch up. Now receiving checks on a monthly basis. Last fiscal year, OYHFS had 200K budgeted to contribute 385K was actual contribution in the operation of the Charter School the first year. Commitment to make 1<sup>st</sup> year successful. Cash balance will be used to pay back OYHFS. Dee Gadbury motion to file Richard Niederberg second; no opposition.

**Discussion Items:**

1. Sil: Walton Grant Application follow-up: Bill Snyder, Leland Lau, Malak Kazan, Sil, Alan, and Lynn attended; interviewers were; 1 Walton Fund rep, 2 other charter school operators; interview lasted 90 minutes; 7 or 8 interview conducted same day; everyone well prepared; initial feedback positive; additional information requested for MOU between OYHFS and the Charter School for shared services like Finance, IT, HR; Fiscal projections over the next few years; can see how different our population; impressed with effectiveness of our programs; Jack: what will it be spent on? Teacher training, air conditioning for school, computers, librarian, painting the building.
2. Alan and Lynn: School Updates- See Appendix for details.
  - Steve: web access and compass program; Lynn only access assigned course;
  - Sil: Update on Chrome books: Lynn, connectivity and IDs setup; now training and assigning equipment to kids to use in the class room only; will be locked up otherwise. Google drive (not MS Office); in the cloud;
  - Bill: Used text books available on the web? Lynn: can get on Amazon; have enough in classrooms; need texts books for dorms.
  - Dee: What happens when the kids leave? Alan: hopefully they go to local charter or best school available; we a stop gap measure.
  - Richard: buying seats or physical computers: Lynn: buying computers and site license for the charter school only.
  - Bill: Hopefully we can have a public appreciation for the 1<sup>st</sup> year of success.

**Discussion Items requiring action:** None

**Meeting Adjournment:** 6:35 Bill Snyder

**Next Meeting Date:** October 6, 2014

## Appendix

### Board Agenda Item 9-8-14

1. Staffing issues. Hired 4 new staff, 2 TA's just out of college who did not work out. Quickly hired their replacements; our new Math Teacher, who has many years of teaching experience, is having a difficult time. Lynn, David, and myself have observed his class and have many suggestions. Lynn and I met with him last Friday and this Monday to assist him with lesson planning and behavioral management. We will have a follow up meeting tomorrow and in the future. Have already hired and started a new TA for Math who has completed a multiple subject teaching credential and substituted at a private school last year; she was a long term sub and taught math. She started last Friday and we have great hopes for her. Multiple subject credentials; We have also hired a new TA for Biology who wants to become a psychiatrist and is very interested in working with our population. Her fingerprints have just cleared and she will start tomorrow. She will qualify for a waiver in Biology since she has a BA in Biology. Math Teacher recently hired may not work out; he is being coached with a targeted work plan; we hope it does work out; Update: Deja has qualified for her Intern Credential in both Math and Science (earth and eco). Dawn A, who has been with us for 18 yrs, will have her English Intern Credential starting next month.
2. Ordering furniture from the PCSGP grant (292K received of the 575K) By the end of this week, we are anticipating ordering 24 new student chair/desk combination furniture to try in at least once classroom to assess (Cost of about \$140 per unit) and may end up buying 120 in total. 11 or 12 new teacher desks and chairs (costs of about \$1,000 for desks with returns and chairs). We will also be ordering new filing cabinets, book shelves, and storage cabinets in the next few months. By January everything will be new.
3. Ordering curriculum. We are still waiting for the state to adopt common core curriculum avoiding the \$100/book expense at this time. Until then, we have ordered additional used English and Math books for classroom use and to start our new homework policy. We will be sending each dorm/ILP/Group home a set of at least one of every book, 2 sets for the dorms, to use for homework. We hope to have this set up by the end of this month. All the kids are carrying portfolio binders to keep all their work with them.
4. Population. We are currently at 84 enrolled students. One student graduated the residential program and came back for the first day of school and has not returned. We have made contact with him and he is looking for another school closer to where he lives. We have been averaging in the mid 80's, our goal is 100.
5. Our first 20 day attendance reporting period will end Friday, 9/12. We record attendance every period.
6. We submitted all of our paperwork for 8/15 to LACOE. We are waiting for LAC SELPA to generate a contract for us to then send into LACOE.
7. On line individual studies program. We met with The Compass Learning representative via a phone conference today and are exploring another option but were pleased with the information I received. Fill the gaps of courses we currently don't offer. The PSCG grant funds will be used for this.
8. Reading Intervention Program through SRA: Is now available online and hope to use this once the Chrome books are ordered; signing up for 30 day trial.