

# NEW HEIGHTS CHARTER SCHOOL

## BOARD MEETING MINUTES

March 14, 2018

New Heights –Lower Campus

12:10 Call to order by Peter Schoenfeld

In Attendance: **Quorum Achieved**

Kelli Agner, Board Member

Gail Berlant, Board Member

Helene Brown, Board Member

Erin Keller, Board Member (telephonic)

Michelle Robson, Board Member

Peter Schoenfeld, Board Chairperson

Amy Berfield, Executive Director

Samira Estilai, ExED Representative

Amy Schlecter, ExED Representative

### **1) Open Public Comment**

One visitor interested in board discussion of agenda items was in attendance.

### **2) Review of Minutes**

Peter Schoenfeld moved to approve the board meeting minutes of January 24, 2018, Erin Keller seconded the motion, vote 6:0 in favor; motion passed.

### **3) Discussion of January Financials**

ExEd presented the January financials, including the Income Statement, Balance Sheet, Variance from Budget, Cash Flow, and Check Register. Helene Brown made motion to accept the January 2018 financials, Peter Schoenfeld seconded the motion; vote 6:0 in favor; motion passed.

### **4) Board Review and Approval of Second Interim Financials**

Peter Schoenfeld made motion to approve the interim financials, Kelli Agner seconded the motion; vote 6:0 in favor; motion passed.

### **5) Board Approval of contract with Christy White for 2017-18 and 2018-19 Audits**

Helene Brown made motion to approve the contract with Christy White and to remain with our current partner for 2017-18 and 2018-19 Audits, Peter Schoenfeld seconded the motion; vote 6:0 in favor; motion passed.

**6) Update on Fundraising**

Helene Brown updated the board on a pending donation for facilities improvement. No board action required at this time.

**7) Board Member Competition of Form 700**

Board members completed the required Form 700 and signed in blue ink. Documents were left with Amy Berfield for submission to LAUSD.

(A board member on the telephone had to leave the meeting. Board still has a quorum.)

**8) Executive Director's Report**

Amy Berfield distributed and presented the Executive Director's Report with highlights regarding Response to Intervention, up-coming EL walk through, internal administrative candidate development, enrollment applications for 2018-19, and Child Nutrition Program Triennial Review. No Board action required.

**9) Approval of Updated Wellness Policy**

Kelli Agner made motion to approve the updated Wellness Policy which has been revised to more fully compare to a model policy, Helene Brown seconded the motion; vote 5:0 in favor; motion passed.

**Meeting adjourned by Peter Schoenfeld at 1:45 PM**

**Next Meeting May 30, 2018 at 12:00 noon.**

Submitted by Kelli Agner

*New Heights is committed to providing a working and learning environment that is free from unlawful discrimination and harassment. The school's nondiscrimination policy covers admission or access to, or treatment or employment in, school programs and activities. The lack of English language skills will not be a barrier to admission to or participation in school programs or activities.*

**REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY**

*Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in a meeting of the New Heights Charter School Board may request assistance by contacting Mary Griffin, Lower Campus Office Administrator.*