

Orange County Educational Arts Academy
A California Public Charter School

**BOARD OF DIRECTORS
MEETING MINUTES**

Regular Meeting

October 11, 2023

6:00 p.m. – Closed Session

6:30 p.m. – Open Session

OCEAA School Library

825 N Broadway, Santa Ana, CA

Reference Materials: <https://bit.ly/3ZFW1fz>

Zoom Link for Presenters:

<https://us06web.zoom.us/j/89727004648?pwd=cgZNUqfYQE4bdbi4rA7ZssblMryDFI.1>

MINUTES

I. Call to Order: 6:33 PM

A. Roll Call

Board Members

Dr. Alfonso Bustamante
Carmen Aparicio, Chair
Ben Stanphill, Secretary
Ferney Santandar, CFO
Jessica Reyes
Kenia Cueto, Ph.D.

Present

Absent

Staff/Other

Pedro Llorente, School Director
Mike Limon, President/Executive Director

B. Approval of Agenda

~~II. Public Comment on Closed Session Items, If Any~~

~~Opportunity for members of the public to address the Board on closed session items~~

~~III. Adjourn to Closed Session~~

~~A. Staff Evaluations/Discipline/Privacy or Other Confidential Issues (Gov. Code Section 54957)~~

IV. ~~Reconvene to Open Session and Report of Action from Closed Session, If Any~~

V. Public Comment

Opportunity for members of the public to address the Board on agenda items and/or on non-agenda items during regular meetings only

VI. Board and Staff Reports

A. Staff Reports

1. School Director – Pedro Llorente

B. Operations Report – Dennis Nguyen, CSMC

C. Board Update

VII. Items for Consent

Action on the items below will be made in one motion unless removed from Consent by a Board member. Items removed from Consent will be considered in the original agenda order immediately following action on Consent.

A. Approval of Minutes from September 2023 Board Meeting

B. Approve August 2023 Check Register

Action: Approve Consent Items Listed Above	Motion: JR Second: FS
	Vote: 4 for 0 against

VIII. Items for Future Meetings

The next regularly scheduled meeting is on November 8, 2023.

IX. Adjournment

The meeting was adjourned at 7:53 PM.

NOTICES

Unless otherwise indicated, all items on the Agenda are for the Board's consideration and potential action.

The Orange County Educational Arts Academy's open and public meetings meet the protections and prohibitions contained in Section 202 of the Americans with Disabilities Act of 1990 (42 USC § 12132), and the federal rules and regulations adopted in implementation thereof. Any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Board may request assistance. Please make any requests at least twenty-four (24) hours prior to the meeting.

School Director Board Update

October 11th, 2023

Presented by
Pedro Llorente

Priorities of support by subcommittees as identified by ALT

LCAP Goal 1: *OCEAA ensures student access to qualified teachers, Special Education, a broad course of study, facilities in good standing, standards-aligned instructional materials, technology and physical wellness that supports their success.*

❖ **Academic Leadership Team Update:**

- ILT discusses data (ParentSquare, referrals, walkthrough data)
 - MTSS discusses data (double entry)
 - OCEAA Principles for new teachers (and others). Checking for understanding.
 - Connections with EL Education. Learning Walks
 - Antiracist plan: PD with Veronika Vicqueneau, curriculum options, Crew curriculum, Stamped book, Assemblies.
 - Benchmarks. Teacher effectiveness
 - Next Coffee Chat: Bullying vs. relationships, Social media and Health.
 - After school offerings. Parent meetings.
 - Literacy Night November 9
-
- Facilities
 - New tables.

LCAP Goal 2: *OCEAA teachers effectively use data, student engaged assessment, and language acquisition strategies to ensure students achieve academic excellence in Spanish and English.*

❖ **Assessment & Intervention Coordinator Report**

➤ **Interventions**

- 52 students in Reading Intervention
 - Started Aug. 28th
- 36 students in Math Intervention
 - Started Sept. 11
- New Math Intervention paraeducator: Marian Chávez started Aug. 23rd

➤ **Assessments**

- 4th - 8th students have administered beginning of the year Star Reading, Star Spanish and Star Math evaluations
- Kinder has begun their Math Universal Screener
- CAASPP data public release is to occur mid-September
-

❖ **EL Coordinator Report:**

- ❖ Initial ELPAC:
 - OCEAA was selected for the Rotating Score Validation Process for the Initial ELPAC. All Initial ELPAC Writing Assessment Documents shipped out this week, as necessary.
- ❖ Annual Notification of Ongoing EL status letters:
 - The letters were delayed by late arrival of CAASPP score data spreadsheets. These will be sent shortly via Secure Delivery in ParentSquare.
- ❖ Reclassification:
 - The first reclassification review for the year will be completed in late October or November.

LCAP Goal 3: *All OCEAA students create complex, authentic work that demonstrates a high level of craftsmanship.*

❖ **Dual Language Immersion Curriculum & Instruction Coordinator Update:**

- The entire 4th grade curriculum is being revised and some Integrated Spanish Language Arts (ISLA) and Integrated English Arts Units (IELA) are being written anew this year in parallel with the ELA Modules by Dolores López and Monica Bennett Gee.
 - The first module on the Impact of the Mission System on Native Americans of California is almost complete and has been successful thus far.
- The first module of 3rd grade ISLA is in the process of becoming a Case Study and now includes an opportunity for group research about diverse Americans who have contributed to our freedoms.
- Trimester newsletters about the Integrated units have been sent home in K-5th grades.

LCAP Goal 4: *All OCEAA students develop strong character and crew spirit to become effective learners, ethical people and culturally competent leaders who contribute to a better world.*

❖ **School Culture and Character Coordinator update:**

- Preliminary data analysis of Panorama survey indicates that there was growth on self-efficacy and growth mindset
 - Find overall data [here](#) - not yet analyzed by MTSS - MTSS to analyze on 9/12/23
 - Panorama Data Dive for teachers scheduled for 9/13/23
 - Taller de Crew/Crew Lab to begin in September - date TBD
- Character Communications
 - 2022 August: 39; ODR's: 7
 - 2023 August: 18; ODRs: 2

- Working on:
 - Finalizing Crew and Culture [Theory of Action](#) - action steps portion
 - Restructuring Student Leadership Team to OCEAA Ambassadors - find draft plan [here](#)
 - Making Panorama results accessible to families
 - Anti-racism initiate school-wide through middle school crew case studies
 - School-wide assembly on 9/29 on OCEAA's Stance on Racism

LCAP Goal 5: OCEAA staff engage families in the life of the school, developing strong partnerships that support the well being of students and prepare them for entering a college preparatory high school program.

❖ **School Culture and Character Coordinator update:**

- Assemblies have been scheduled for the entire year with hopes to offer assembly calendar to families
- Working in partnership with school librarian on the next Literacy Night for T1

❖ **EL Coordinator Report:**

- The next general ELAC meeting will be on October 24, 2023. The topics covered will be:
 - Crew reading of *Ojalá supieras* by Jackie Azúa Kramer, Monica Bennett Gee
 - All attendees will receive a copy of the book to take home to encourage attendance and participation
 - Importance of Daily Attendance (legally-required), Elmer Barrera
 - Title I and Budget Updates, Dr. Pedro Llorente
 - Getting to know the ELPAC Test, Monica Bennett Gee



Financials through Aug 31, 2023

Monthly Financial Board Report

Prepared for: Orange County Educational Arts Academy

Prepared by School's CSMC SBM - Dennis Nguyen



Financial Summary

Actual to Budget:

This report is as of Aug 31, 2023, compared against our board-approved budget on June 14, 2023, based on 645 students enrolled and 575 ADA.

YTD Revenues Through Aug 31, 2023, are **\$1,254,258** or **110.2% (\$657,429) over** our current budget due to receiving **ILPT (\$195k), nutrition (\$138k), ELOP (\$105k), and local revenue (\$157k)** ahead of anticipated receipt. Timing in the beginning of the school year can fluctuate annually.

YTD Expenses Through Aug 31, 2023, are **\$1,587,992** or **0.3% (\$4k) under** our current budget. This variance is less than 1%, but due to offsetting under and overspend in various categories. More trends will develop in the fall, as the first two months of July and August are typically front loaded expenses for the school year.

Therefore, net income is **(\$333,734)**.

Balance Sheet:

As of Aug 31, 2023, we had total cash of \$5,137,280, short-term liabilities of \$4,102,580, and long-term liabilities of \$11,902,737. The ending fund balance is \$1,929,818.

Understanding the Financial Health of the Organization

The chart below explains some of the parameters that the school's leadership can evaluate to understand their financial health, and potential areas of weakness.

Cash Ratio

Ability to meet short-term obligations with cash



Current:	Target:
125.2 %	> 100.0 %

Formula:
(Cash) / (Current Liabilities)

Defensive Interval

Months of continued operation without incoming funds



Current:	Target:
6.1	> 3 months

Formula:
(Cash + Securities + AR)/(Average Expenses for Past 12 Months)

Current Ratio (Liquidity)

Ability to pay short-term obligations



Current:	Target:
1.4	> 1.0

Formula:
(Current Assets) / (Current Liabilities)

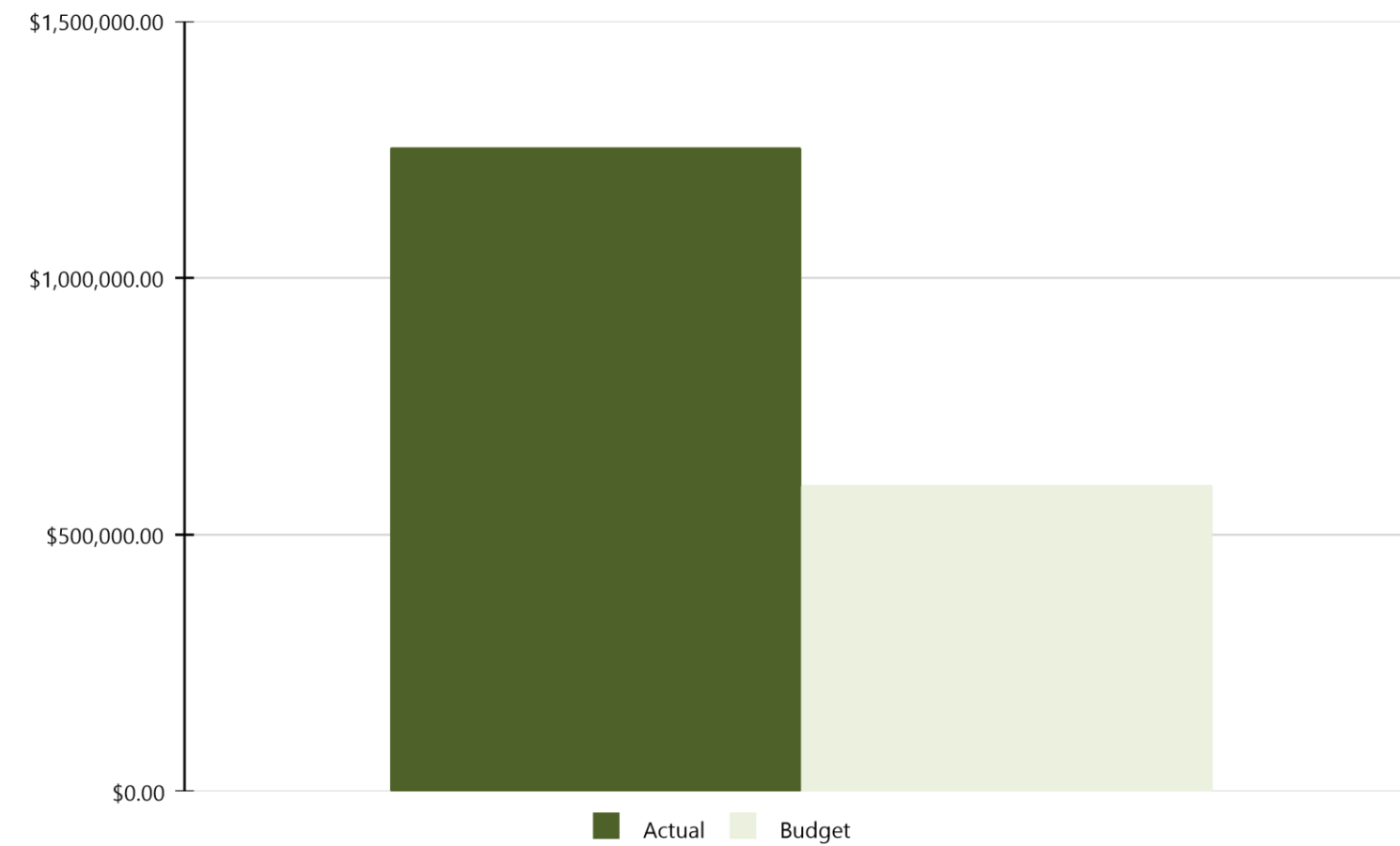
Orange County Educational Arts Academy Financial Snapshot

FY 2023-2024, July - August



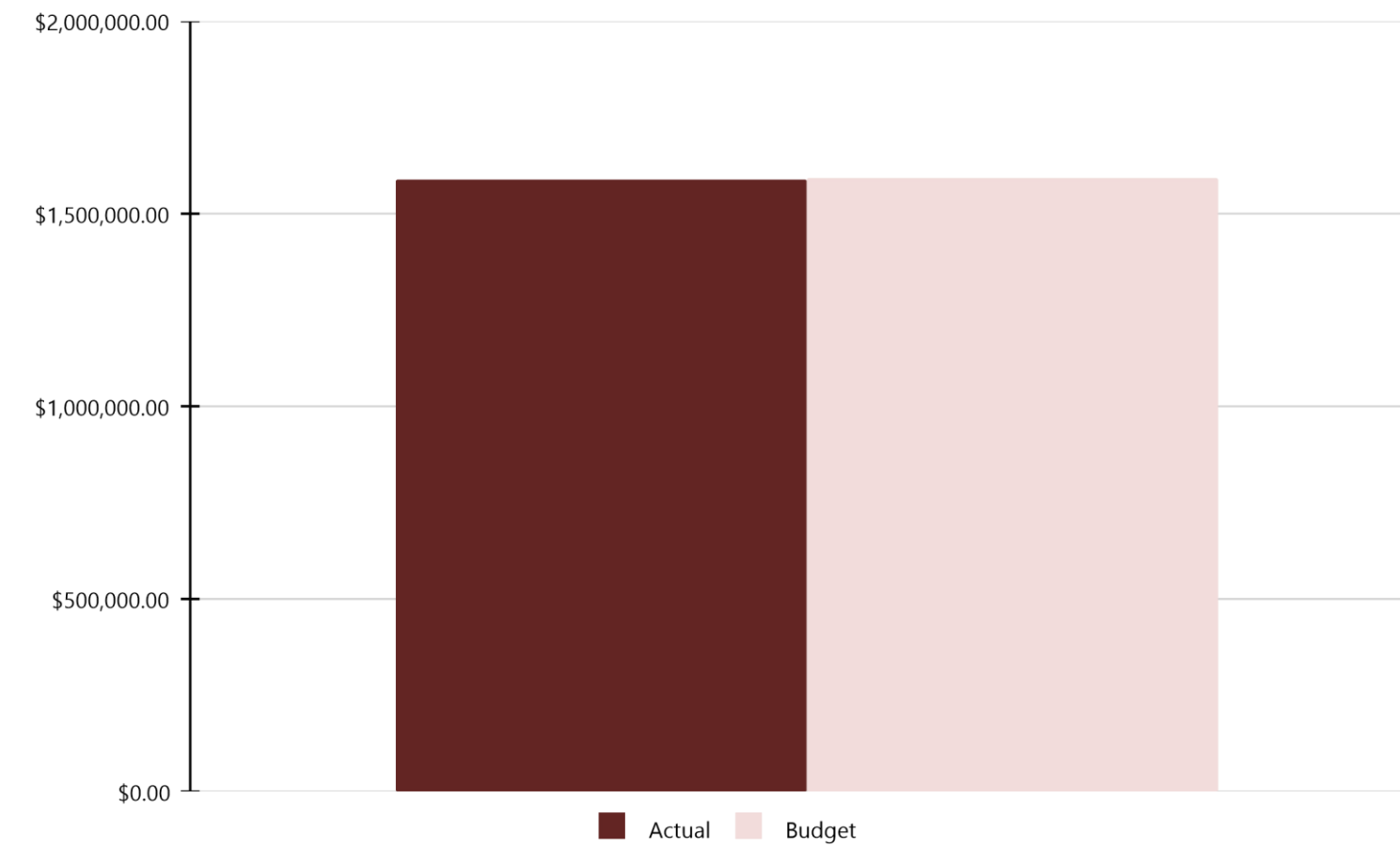
Cash Balance
\$5,137,280

Revenue to Date



Revenue Summary	
Actual	\$1,254,258
Budget	\$596,828
Actual to Budget	110.2 %

Expense to Date



Expense Summary	
Actual	\$1,587,992
Budget	\$1,591,972
Actual to Budget	-0.3 %

Actual to Budget Summary

FY 2023-2024, July - August

Account Description	July - Last Closed			2023-2024		
	Actual	Budget	Variance \$	Total Budget	Actual to Total Budget %	Remaining Budget
LCFF Revenue	\$737,894	\$542,427	\$195,467	\$7,975,720	9.3 %	\$7,237,826
Federal Revenue	\$44,561	-	\$44,561	\$807,667	5.5 %	\$763,106
State Revenue	\$307,110	\$46,877	\$260,232	\$2,305,767	13.3 %	\$1,998,657
Local Revenue	\$164,693	\$7,523	\$157,170	\$443,951	37.1 %	\$279,258
Total Revenue	\$1,254,258	\$596,828	\$657,430	\$11,533,104	10.9 %	\$10,278,847
Certificated Salaries	\$311,568	\$324,506	\$12,937	\$3,607,377	8.6 %	\$3,295,809
Classified Salaries	\$270,606	\$342,079	\$71,473	\$2,060,716	13.1 %	\$1,790,110
Benefits	\$265,759	\$322,581	\$56,822	\$1,943,262	13.7 %	\$1,677,502
Total Personnel Expenses	\$847,934	\$989,166	\$141,232	\$7,611,355	11.1 %	\$6,763,421
Books and Supplies	\$195,984	\$112,282	(\$83,702)	\$776,513	25.2 %	\$580,529
Services	\$544,075	\$458,664	(\$85,410)	\$2,739,221	19.9 %	\$2,195,147
Capital Outlay	-	\$31,860	\$31,860	\$191,170	0.0 %	\$191,170
Total Operational Expenses	\$740,058	\$602,806	(\$137,252)	\$3,706,904	20.0 %	\$2,966,845
Total Expenses	\$1,587,992	\$1,591,972	\$3,980	\$11,318,259	14.0 %	\$9,730,267
Net Income	(\$333,734)	(\$995,144)	\$661,410	\$214,845	-155.3 %	\$548,580

Revenue
\$1,254,258

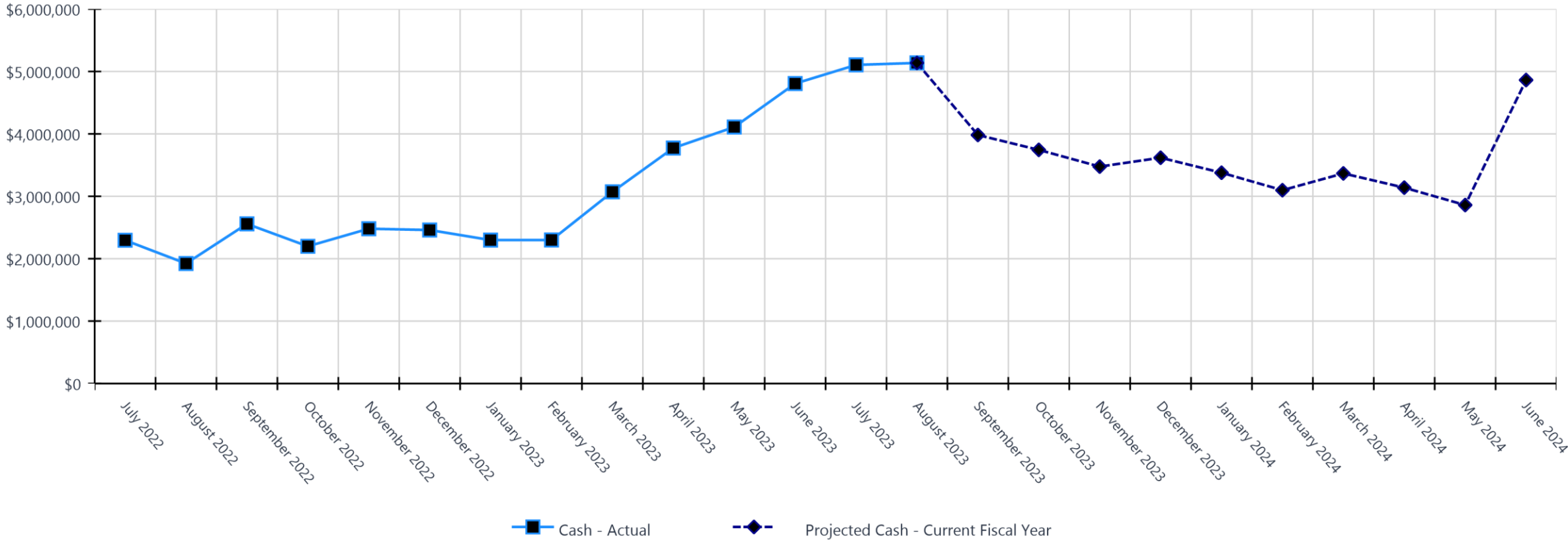
Expenses
\$1,587,992

Surplus / (Deficit)
(\$333,734)

This report displays all actual and budgeted revenue and expenditures by object code series and by month. This report can be useful in ensuring you receive your revenue in a timely manner and that you stay within the board approved expenditure levels.

Monthly Cash Balance Over Time

Current fiscal year and prior year



	Cash Amount	Actual or Projected
July 2022	\$2,295,551.56	Actual
August 2022	\$1,922,918.11	Actual
September 2022	\$2,557,782.24	Actual
October 2022	\$2,198,569.21	Actual
November 2022	\$2,480,310.93	Actual
December 2022	\$2,459,445.28	Actual
January 2023	\$2,298,377.74	Actual
February 2023	\$2,299,239.81	Actual
March 2023	\$3,071,585.49	Actual
April 2023	\$3,773,553.23	Actual
May 2023	\$4,109,563.31	Actual
June 2023	\$4,806,179.14	Actual

	Cash Amount	Actual or Projected
July 2023	\$5,105,051.24	Actual
August 2023	\$5,137,279.81	Actual
September 2023	\$3,982,246.00	Projected
October 2023	\$3,743,642.00	Projected
November 2023	\$3,475,734.00	Projected
December 2023	\$3,617,964.00	Projected
January 2024	\$3,377,560.00	Projected
February 2024	\$3,097,506.00	Projected
March 2024	\$3,366,616.00	Projected
April 2024	\$3,138,298.00	Projected
May 2024	\$2,859,535.00	Projected
June 2024	\$4,862,630.00	Projected

Balance Sheet Summary FY 2023-2024 - August

The balance sheet displays all of the school's assets and the school's obligations ('liabilities') at a particular point in time. It is a useful way to ensure the school has enough money to pay off its debts.

Liquidity Ratio

1.4

Assets	
Current Assets	
Accounts Receivable	\$564,702
Cash and Cash Equivalents	\$5,137,280
Prepaid Expenses	\$20,117
Total Current Assets	\$5,722,098
Fixed Assets	
Accumulated Depreciation	(\$1,894,673)
Fixed Assets	\$14,242,489
Total Fixed Assets	\$12,347,816
Other Assets	
Other Assets	\$18,466
Total Other Assets	\$18,466
Total Assets	\$18,088,380

Liabilities and Net Assets	
Current Liabilities	
Accounts Payable	\$50,963
Accrued Liabilities	\$247,786
Loans Payable Current	\$1,340,584
Other Short Term Liability	\$2,463,247
Total Current Liabilities	\$4,102,580
Long Term Liabilities	
Other Liabilities	\$11,902,737
Long Term Intercompany Payables	\$153,245
Total Long Term Liabilities	\$12,055,982
Total Liabilities	\$16,344,252
Net Increase/(Decrease in Net Assets)	
Net Increase/(Decrease) in Net Assets	(\$333,734)
Total Net Increase/(Decrease) in Net Assets	(\$333,734)
Ending Net Assets	
Ending Net Assets	\$2,263,552
Total Net Assets	\$2,263,552
Total Liabilities and Net Assets	\$18,088,380

Looking Ahead

10/13/2023	CARES, ESSER, ESSER II, ESSER III expenditure report
10/15/2023	Special education one time funding reports; timing varies by SELPA
10/25/2023	Webinar #4
10/31/2023	If PENSEC filed, 20 Day Attendance Report
	ASES attendance and expenditure reports
	Federal Cash Management Data Collection (CMDC)
11/29/2023	Webinar #5
12/5/2023	Workshop Topic: LCAP & Accountability Planning
12/7/2023	Workshop Topic: LCAP & Accountability Planning
12/13/2023	Winter Office Hours
12/15/2023	Annual Financial Audit Report deadline
	First Interim Financial Report
12/30/2023	Charter School Revolving Loan applications due
12/31/2023	UPK expenditure survey due



HELPING THE EDUCATION MOVEMENT SUCCEED ONE SCHOOL AT A TIME

POWERED BY:



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