

APPROVED



North Oakland Community Charter School

Minutes

Board Meeting

Date and Time

Thursday April 16, 2020 at 6:00 PM

Location

<https://zoom.us/j/348041981>

Directors Present

C. Varkevisser (remote), D. Kakishiba (remote), D. King-Neece (remote), D. Malone (remote), I. Abuelgasim (remote), N. Hampton (remote), S. Muhammad

Directors Absent

None

Directors who arrived after the meeting opened

S. Muhammad

Guests Present

A Riddle, Alejandra Rodriguez, Claire Chase, D. Kloker (remote), Elizabet Wendt, Emi Gitt, Jonathan Wilson, Julie, Kelly Ellis, Kevin Newman, Lehi Dickey, Mirela Stankievich, N. Clark-Kasimu (remote), Naborina Alonso, Pmuiruri, Rachel Montoya, Shaanav, Temple Byars

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

N. Hampton called a meeting of the board of directors of North Oakland Community Charter School to order on Thursday Apr 16, 2020 at 6:09 PM.

S. Muhammad arrived.

C. Approve March 2020 Meeting Minutes

N. Hampton made a motion to approve the minutes from Board Meeting on 03-19-20.

C. Varkevisser seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

D. King-Neece Aye

C. Varkevisser Aye

I. Abuelgasim Aye

D. Malone Aye

S. Muhammad Aye

D. Kakishiba Aye

N. Hampton Aye

D. Public Comment (For Anything Not Outlined In the Agenda)

Emi from Get Empowered: Described Get Empowered's relationship and fundraising initiatives for NOCCS. They feel strongly that there is hope and she'd be happy to help us moving forward in looking for funds, resources, and donations. Wants to ensure that we are leveraging them as part of the fabric of NOCCS.

II. Head Of School

A. Enrollment / Behavior / Academic Achievement Update

Closure Update:

School to remain closed through end of 2019-2020 school year due to COVID-19 response.

Academic Update:

- All classroom lead teachers are hosting daily live online learning sessions, making other available-anytime online learning opportunities available, creating printable packets, and doing frequent check ins with students and families.
- Integrals teachers are providing numerous available-anytime videos for students in visual arts, STEAM, music, movement, and mindfulness.

Support Systems Update:

- Assistant teachers are providing 3 hours of day of contact time with students by joining online learning and doing follow up learning support
- The front office remains open 8:30-3:30 daily and has given out over 50 computers and 100 paper learning packets (many of them hand delivered or mailed).

Enrollment for 2020-2021-As of April 15, 2020:

Kinder - 38

1st - 42

2nd - 29

3rd - 26

4th - 21

5th - 12

This is a total 168 students.

The roster is evolving daily.

Lead Teachers are reaching out to new students with a call or email to introduce yourself this week.

Public School Budget Basics:

Every student enrolled (assuming strong attendance) brings in around \$10,000 dollars in state funding to provide for their education.

- There is some additional funding associated with students eligible for free/reduced lunch or special education services.
- Absences and tardies are subtracted from the funding we plan on for each student, meaning the school has to be ready to receive a student but is not paid for that preparation unless they show.
- All revenue not directly from some level of government--which includes all donations, grants, and EDP represents less than 7 percent of the total budget (approximately \$175,000 of 2.6 million in 2019-2020)
- Enrollment is the primary driver of all budget scenarios at NOCCS.

Budget History and Context at NOCCS

- In 2017-2018, NOCCS employed 3 administrators and spent a significant amount of money to search for a permanent Head of School. This year significantly drained the reserves.
- In 2018-2019, Kloker began as Head of School inheriting a budget which assumed 220 students. That school year started with 160 students and leveled off at 170.
- For 2019-2020, the NOCCS board, based on the recommendation of the Head of School, passed a budget assuming 200 students. This year's enrollment settled at around 185, with worse attendance than past years at NOCCS.

- Head of School worked to trim all possible expenses, including not rehiring positions vacated midyear and looking at office overhead.
- While there is continued state funding for attendance through the end of the 2019-2020 year, it is calculated based on low attendance rates. Thus, it is significantly less than expected.
- Further, the state cut without warning this year's allocation for building rental, taking \$10,000 away from the funds we had planned on receiving.

Current State of Budget for 2019-2020

- Currently NOCCS is projecting a \$120,000 budget deficit for this year based on virtually no reserves.
- This is over \$10,000 worse than a week ago when NOCCS received news about revised spending.
- Two months ago, the NOCCS Board and Head of School agreed to continue with current staffing through the end of the year based on a projection of rising enrollment for 2020-2021 and a 2% increase in state funding next year.
- The 'skeleton' budget of 175 students put up for discussion at the March Budget meeting made assumptions about increasing rates of funding that are no longer reasonable.
- Further, the current projected enrollment of 168 is less than even the 175 projected. COVID-19 social distancing significantly hampered recruitment efforts.
- NOCCS applied for a \$221,000 Paycheck Protection Program grant/loan through the Small Business Administration. However, it is not clear if charters are even eligible.
- NOCCS has also set up receivables loan as an emergency option over the summer, when finances are projected to be tightest.
- It is critical NOCCS not get into a debt cycle for long term viability.
- We are now forecasting sharp drop in enrollment (185 students down to 168) AND a 5% cut in state funding.
- As a result, NOCCS needs to immediately make cuts to staffing and/or programming.
- Further, NOCCS must significantly revise its staffing and programming commitments for 2020-2021
- NOCCS will continue. We will have to continue with less resources while surviving a bad economy and decreased enrollment.

B. General Updates

III. Committee Updates

A. Finance Committee Report

EdTec is going to lead this part of the meeting.

2019-20 Financial Update

Forecast has been adjusted to P-2 ADA of 172.66

They are predicting a year end loss of \$118k.

Cash remains extremely tight; receivable sale is a possibility. July payroll seems unlikely to make given current forecast.

Current forecast is based on assumptions that we receive revenue on time and there are no budget overages.

COVID-19 Impacts

Coronavirus Aid, Relief & Economic Security (CARES) Act explained

Our landscape currently is unknown and rocky. The state will do a May revise, however, tax date was pushed out, which will push this out as the May revise will likely be revised in August/September based on tax data.

They recommend schools build 2 budgets; 1 without an assumed COLA, and the other with 5-7% cut to Local Control Funding Formula (LCFF).

2020-21 Budget Update

Reviewed budget draft to current budget draft.

B. Personnel & Governance Committee Report

Did not meet.

C. Executive Committee Report

Built agenda & discussed budget items from finance meeting.

IV. Closed Session

A. Move to Closed Session

C. Varkevisser made a motion to Move to closed session.

N. Hampton seconded the motion.

The board **VOTED** to approve the motion.

B. NOCCS Budgeting

C. Reconvene Open Session

N. Hampton made a motion to Resume Open Session.

D. King-Neece seconded the motion.

The board **VOTED** unanimously to approve the motion.

V. Closing Items

A. Adjourn Meeting

N. Hampton made a motion to Adjourn the meeting.

C. Varkevisser seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,

N. Hampton