

Camino Nuevo Charter Academy

Joint Meeting - Finance Committee & Miramar Task Force

Published on November 20, 2020 at 10:55 AM PST

Date and Time

Monday November 23, 2020 at 3:00 PM PST

Location

<https://caminonuevo-org.zoom.us/j/93776067481?pwd=cVJ2WmhhdDlDbmZldDNjdFFBOUJhQT09>

In accordance with Mayor Garcetti's "Safer at Home" City Order ([Link](#)) and Governor Newsome's State Executive Order ([Link](#)) CNCA will be holding Board Meetings via ZOOM video conference and telephone. No physical CNCA school locations will be open to the public.

This meeting is open to the public through the telephone 1 (669) 900-9128 (US Toll) and ZOOM video conference. To ensure meeting safety, there will be an online ZOOM waiting room set up for participants 10 minutes prior to the meeting. Attendees will be welcomed in prior to the start of the meeting at 4:00 pm. The waiting room will be checked regularly so that anyone joining the meeting late can still join. [ZOOM LINK](#)

Members of the public who wish to address the Board regarding items on this agenda or who need special accommodations should contact Leylani Lira in the Chief Executive Officer's office at 213-417-3400 ext. 1401 or Leylani.Lira@caminonuevo.org. Speakers are limited to no more than 2 minutes each. Speakers may also sign up in person the day of the meeting.

Agenda

	Purpose	Presenter	Time
I. Opening Items			3:00 PM
A. Record Attendance		Tammy Stanton	1 m
B. Call the Meeting to Order		Shiho Ito	
C. June 4, 2020 Finance Committee Minutes	Approve Minutes	Shiho Ito	1 m
D. August 26, 2020 Finance Committee Minutes	Approve Minutes	Shiho Ito	1 m
II. Opening Remarks			3:03 PM

<p>A. Welcome Review Purpose of Meeting</p>	<p>FYI</p>	<p>Adriana Abich</p>	<p>5 m</p>
<p>III. Presentation</p>			<p>3:08 PM</p>
<p>A. CNHS #1 - Miramar Campus Fiscal & Programmatic Data</p>	<p>FYI</p>	<p>Adriana Abich, Tammy Stanton</p>	<p>40 m</p>
<p>IV. Public Comment</p>			<p>3:48 PM</p>
<p>A. Members of the public who wish to address the Board regarding items on this agenda Speakers are limited to no more than 2 minutes each.</p>	<p>FYI</p>		<p>40 m</p>
<p>V. Final Discussion & Board Recommendation</p>			<p>4:28 PM</p>
<p>A. Discussion</p>	<p>Discuss</p>	<p>Shiho Ito</p>	<p>20 m</p>
<p>B. Recommendation to CNCA Board</p>	<p>Vote</p>	<p>Shiho Ito</p>	<p>10 m</p>
<p>VI. Closing Items</p>			<p>4:58 PM</p>
<p>A. Adjourn Meeting</p>	<p>Vote</p>	<p>Shiho Ito</p>	

Cover Sheet

June 4, 2020 Finance Committee Minutes

Section: I. Opening Items
Item: C. June 4, 2020 Finance Committee Minutes
Purpose: Approve Minutes
Submitted by: Shiho Ito
Related Material: CNCA-FC MINUTES DRAFT_06.04.20.pdf

BACKGROUND:
Minutes

RECOMMENDATION:
Approve



MINUTES

Telephonic & Video Conference Meeting of the CNCA Finance Committee

Thursday, June 4, 2020, 11 am – 12:30 pm

In accordance with Mayor Garcetti's "Safer at Home" City Order ([Link](#)) and Governor Newsome's State Executive Order ([Link](#)) CNCA will be holding the June 4, 2020, Finance Committee Meeting via ZOOM video conference and telephone. No physical CNCA school locations will be open to the public.

This meeting is open to the public through the telephone 1 (669) 900-9128 (US Toll) and ZOOM video conference: [LINK](#)

To ensure meeting safety, there will be an online ZOOM waiting room set up for participants 10 minutes prior to the meeting. Attendees will be welcomed in prior to the start of the meeting at 11 am. The waiting room will be checked regularly so that anyone joining the meeting late can still join.

Members of the public who wish to address the Board regarding items on this agenda or who need special accommodations should contact Valerie Macias in the Chief Executive Officer's office at 213-417-3400 ext. 1401 or valerie.macias@caminonuevo.org. Speakers are limited to no more than 2 minutes each. Speakers may also sign up in person the day of the meeting.

1. **The Meeting was called to order by CNCA Treasurer Shiho Ito at 11A**
In attendance: Shiho Ito, John Wagner, Cindy Quane, Cindy Smet, Jenny Salamanca, Rachel Hunt, with Michael Russell, Adriana Abich and Valerie Macias.
2. **Public Comment: Laura Farrel, CNTA Chair and teacher at CNHS Dalzell-Lance, addressed the Committee**
3. **Fiscal Policies and Procedures: The Committee discussed and reviewed the following additions to the FPP Handbook and voted to recommend approval of the additions. (m/s/c Smet/Quane)**
 - a. Additions
 - i. Federal Uniform Guidance, 2 CFR 200, Time and Effort Reporting
 - ii. Employee Meal Purchasing
4. **Line of Credit Renewal: The Committee discussed and recommended to renew a 2MM line of credit with Wells Fargo for CNCA, with Pueblo Nuevo Education and Development Group as the primary guarantor. (m/s/c Smet/Salamanca)**
5. **Current Year: The Committee reviewed and discussed the budget forecast with special emphasis on the following:**
 - a. FY19-20 Forecast
 - i. Special Education Program
 - ii. Covid-19 Closure
 - b. SB 117 Emergency Response Funding \$56K
6. **Tammy Stanton, CFO, reviewed the CNCA Budget for 2020-21 and update the Committee on the items below. As a contingency plan, the Committee voted to recommended that the -7.92% version of the '20-21 budget should be recommended for approval by the CNCA Board. (m/s/c Smet/Ito)**
 - a. Budget Update
 - i. LCFF Cut 10% - No COLA & 10 furlough days
 - ii. STRS & PERS Employer Contribution Rate ~2% Decrease
 - iii. Revenue Deferrals
 - b. FY20-21 Budget Priorities
 - i. Special Education
 - ii. Employees
 1. Salary Freeze
 2. Furlough Schedule
 - iii. Cares Act, ESSER Apportionment



1. 1:1 Student Program All Campuses
2. Employee Out-Of-Warranty Laptop Replacement
- iv. Covid-19 Response
- c. Budget Versions
 - i. -7.92%
 - ii. -15%
- d. Early Childhood Education
 - i. Funding Shortfall
 - ii. Fund Balance Impact
- e. CNHS #1 – Miramar
 - i. Critical Needs Request – the Committee reviewed Miramar’s budget and discussed the need to maintain a 5% reserve balance for the 20-21 school year.

7. The Meeting was adjourned at 12:20P

DRAFT

Cover Sheet

August 26, 2020 Finance Committee Minutes

Section: I. Opening Items
Item: D. August 26, 2020 Finance Committee Minutes
Purpose: Approve Minutes
Submitted by: Shiho Ito
Related Material: CNCA-FC-MINUTES DRAFT 08.26.20.pdf

BACKGROUND:
Minutes

RECOMMENDATION:
Approve



MINUTES
Telephonic & Video Conference Meeting of
the CNCA Finance Committee
Wednesday, August 26, 2020, 3:30 pm – 5:00 pm

In accordance with Mayor Garcetti's "Safer at Home" City Order ([Link](#)) and Governor Newsome's State Executive Order ([Link](#)) CNCA will be holding the August 25, 2020, Special Board Meeting via ZOOM video conference and telephone. No physical CNCA school locations will be open to the public.

This meeting is open to the public through the telephone 1 (669) 900-9128 (US Toll) and ZOOM video conference: [MEETING LINK](#)

To ensure meeting safety, there will be an online ZOOM waiting room set up for participants 10 minutes prior to the meeting. Attendees will be welcomed in prior to the start of the meeting at 3:30 pm. The waiting room will be checked regularly so that anyone joining the meeting late can still join.

<i>All CNCA physical locations remain closed to the public</i>	Address	Meeting Room
CNCA #1 – Burlington Campus	697 S. Burlington Ave., LA, CA 90057	ECE MPR
CNCA #2 – Kayne-Siart Campus	344 W. 3 rd St., LA, CA 90020	Bldg. A Room TBD
CNCA #3 – Castellanos Campus	1723 W. Cordova St., LA, CA 90007	Library
CNCA #3 – Eisner Campus	2755 W. 15 th St., LA, CA 90006	Room 1
CNCA #4 – Cisneros Campus	1018 Mohawk St., LA, CA 90026	Library
CNHS #1 – Miramar Campus	1215 W. Miramar St., LA, CA 90026	Conference Room
CNHS #2 – Dalzell-Lance Campus	3500 W. Temple St., LA, CA 90026	Auditorium

Item 1	The meeting was called to order at 3:30 PM Members Present: Rachel Hunt, Shiho Ito, Jenny Salamanca, Cindy Lee Smet Members Absent: None Others in Attendance: Tammy Stanton, Adriana Abich, Laura Farrel
Item 1 A	Public Comment: Laura Farrel, CNTA President & Dalzell-Lance HS teacher, addressed the Committee
Item 2	Fiscal Policies & Procedures: The committee discussed and reviewed the following addition to FPP Handbook and voted to recommend approval of the addition (m/s/c Smet/Salamanca) <ul style="list-style-type: none"> Gift Card Policy and Procedures: Policy was added as result of receipt of grant from Silverlake Neighborhood Council for food and security for CNCA families.
Item 3	Budget: Tammy Stanton, CFO, reviewed updates on the 20-21 budget with the Committee including the following: <ul style="list-style-type: none"> State Budget Update CNCA Purchasing Plan to Support the Learning Continuity and Attendance Plan(s): Learning Loss Mitigation Funding (LLMF) and Elementary and Secondary School Emergency Relief Fund (ESSERF) Cash Deferral Impact: Current Year Cash Flow Projections – Discussion on CNCA multi-year projections impact and the borrowing options available for CNHS #1 Miramar. MYPs assume 0% statutory COLA growth for 4-years, FY21-22 and FY22-23 will require cost reductions. Unknowns: revenue reductions, increased cash deferrals, Enrollment. 2020-21 CNCA Budget Revision Timeline The committee moved to recommend adoption of revised 20-21 budget which includes the CARES Act spending plan, rollback of 3 furlough days (Sept 28, Oct 26 & Nov 25) and restatement of annual salary increase. (m/s/c Smet/Ito).
Item 4	The meeting was adjourned at 5:05 PM

Cover Sheet

Welcome

Section: II. Opening Remarks
Item: A. Welcome
Purpose: FYI
Submitted by: Adriana Abich

BACKGROUND:
Welcome and Review Purpose of Meeting

RECOMMENDATION:
Information

Cover Sheet

CNHS #1 - Miramar Campus

Section: III. Presentation
Item: A. CNHS #1 - Miramar Campus
Purpose: FYI
Submitted by: Adriana Abich

BACKGROUND:
CNHS #1 Miramar Fiscal & Programmatic Data

RECOMMENDATION:
Information

Cover Sheet

Recommendation to CNCA Board

Section: V. Final Discussion & Board Recommendation
Item: B. Recommendation to CNCA Board
Purpose: Vote
Submitted by: Shiho Ito

BACKGROUND:

Joint Finance Committee & Miramar Task Force Recommendation to CNCA Board