

PPCS Board Meeting Minutes

DATE and TIME: 5/22/2018 at 6:05 pm

Locations: 1701 Browning Blvd. Los Angeles CA 90062 – School Site

via conference call Dial-in Number: (641) 715-3836 Access Code: 943433



Time	Agenda Item	Action	Who	Minutes
6:05	Call to Order		Rohit Shukla	The meeting was called to order.
	Roll Call		Rohit Shukla	Board Members Rohit Shukla, Brian Fujimoto, Sujit Govindraj and Raul Carranza were present. Board Member Mayra Rivas was not in attendance.
	Approval of Agenda	Vote	Rohit Shukla	Rohit Shukla moved to approve the agenda for the meeting. Sujit Govindraj seconded the motion. Ayes; Brian Fujimoto and Raul Carranza. Nays; none
	Approval Minutes of prior board meeting (s)/Special Board Meetings.	Vote	Rohit Shukla	Sujit Govindraj, moved to approve the Minutes for the February 20 th , March 12 th and April 20 th 2018 Board Meetings. Brian Fujimoto Seconded the motion. Ayes; Rohit Shukla and Raul Carranza. Nays; none.
	Public Comment on Non Agenda Items	Discussion	Group	None.
	Public Comment on Agenda Items	Discussion	Group	None.
Action Items, Presentations and/or Discussion Items				
	February 2018, March 2018 and April 2018 Financials; Budget to Actuals, Balance Sheet, Cashflow and Check Register. Responses to questions on ASES Revenue; timing delay vs. projected amount.	Vote	Group	Yvette Brown, CSMC representative presented the Budget to Actuals, Balance Sheet, Cashflow and Check Registers for February, March and April 2018. The Board had questions about a few variances to Budget; 1) It was agreed that Sonali Tucker the Executive Director would speak to related individuals about



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	<p>Projection to be adjusted accordingly. Has the projected Grant Award decreased?</p>			<p>several months of NSLP (National School Lunch Program) reimbursement funds due to the school in order to expedite the payment. 2) Deferred Revenue to be booked. 3) FedEx reimbursement to Mayra Rivas Board Member was approved. Rohit Shukla Moved to approve the aforementioned financials and Sujit Govindraj Seconded the Motion. Ayes; Raul Carranza and Brian Fujimoto. Nays; none. The responses to the questions from the previous Board Meeting were also answered; The ASES Grant for PPCS has not decreased, and the ASES funds for FY 2017-18 (budgeted to date) have been received. Raul Carranza Moved to approve the Preliminary Budget for 2018-19 to be submitted to LAUSD with the understanding that the Budget would be presented to the Board for Approval again once the LCAP is approved. Brian Fujimoto Seconded the Motion. Ayes; Sujit Govindraj and Rohit Shukla. Nays; None.</p>
	<p>Preliminary Budget for 2018-19 to be approved before submittal to LAUSD. This Budget will be re-submitted to the Board after the LCAP has been Board approved, for Approval again.</p>	<p>Vote</p>	<p>Group</p>	

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	<p>2018-19 Facilities Lease Agreement for 1701 Browning Blvd. LA CA 90062, to be signed by the Executive Director.</p>	Vote	Group	<p>The Executive Director presented the outline of the 2018-19 Lease for the facility at 1701 Browning Blvd. LA CA 90062 (Current Site). There would be no changes to the Lease from the current year, and there would be no increase in the lease expense either (\$8,700 per month). The Executive Director communicated that the Landlord had requested a 3 year lease however, the Board approved a one year lease. Rohit Shukla moved to approve the Executive Director signing the lease for 2018-19 and Sujit Govindraj Seconded the Motion. Ayes; Raul Carranza and Brian Fujimoto. Nays; none.</p>
	<p>A possible 2nd Facility that has an E-Occupancy for 57 students. The Executive Director has communicated with LAUSD and has been told that it would be a material revision to the Charter.</p>	Vote	Group	<p>The Board decided that at this point a second site would be discussed only when it became necessary. The item was tabled until then.</p>
	<p>2017-18 2nd and 3rd Quarter Education Protection Act (EPA) funds, Expenditure report.</p>	Vote	Group	<p>Rohit Shukla Moved to approve the 2nd and 3rd quarter EPA Expenditure Reports. Sujit Govindraj Seconded the motion. Ayes; Raul Carranza and Brian Fujimoto. Nays; none.</p>
	<p>2018-19 School Calendar. Includes Instructional Days,</p>	Vote	Group	<p>Sujit Govindraj moved to approve the School Calendar for 2018-19. Brian</p>



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	<p>Public Holidays, School Breaks, Testing Dates, Parent Conference Dates and other pertinent school events. Events such as Field Trips will be inserted at a later date once more information becomes available</p>			<p>Fujimoto Seconded the motion. Ayes; Rohit Shukla and Raul Carranza. Nays; none.</p>
	<p>2017-18 Fiscal Policies and Procedures.</p>	<p>Vote</p>	<p>Group</p>	<p>Rohit Shukla Moved to approve the updates to the 2017-18 Fiscal Policies and Procedures. Sujit Govindraj Seconded the Motion. Ayes; Raul Carranza and Brian Fujimoto. Nays; none.</p>
	<p>2017-18 Employee/Personnel Policies. New update to the Personnel policies based on recommendations from HR consultant and other charter schools.</p>	<p>Vote</p>	<p>Group</p>	<p>Sujit Govindraj Moved to approve the Employee Handbook with 2 changes that were discussed; 1) Removing the doctor's note requirement when an employee takes the day before of after a Holiday. 2) Include language on the cover page that conveys the intent that Local, State and Federal laws relating to Sick Leave, Labor Laws, Minimum Wage requirements and other HR issues would supersede the policies within the Personnel Policies Handbook. Brian Fujimoto Seconded the Motion. Ayes; Rohit Shukla and Raul Carranza. Nays; none.</p>

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	2017-18 Annual District Performance Oversight Visit Report.	Discussion/ Vote	Group	The Board Received the report as presented.
	New District Required Language (DRL) to be signed and submitted to LAUSD.	Vote	Group	Rohit Shukla Moved to approve the District Required Language to be signed and submitted to LAUSD. Raul Carranza Seconded the Motion. Ayes; Sujit Govindraj and Brian Fujimoto. Nays; None.
	LCAP Draft	Presentation	Group	The Board received the draft version as presented, understanding that the final version would have to be approved by June 30 th 2018.
	Executive Director's Report; Operational, Academic Progress updates and fiscal notes.	Presentation	Executive Director	The Board received the information that presented including the information that PPCS started CAASPP testing on Tuesday May 22 nd and that 10 EL students out of 54 are ready to be Reclassified (they scored 4 on the ELPAC).
	Closed Session	Discussion/ Vote	Group	N/A
8:36	Adjournment	Vote	Board Chair	The meeting was adjourned at 8:36

Mary Davis 6-12-18

