

**Larchmont Charter Schools
MINUTES
Board of Directors Meeting
668 S. Catalina St.
Los Angeles, CA 90005
November 1, 2011**

OPEN SESSION

- The meeting was called to order at 6:39 P.M. by Danny Corwin, Chair.
- Names with “X” indicates present:

Board of Directors:			
Dragon, Kriste		Loeb, Gabi (Treas)	X
Straub, Gene		Wright, Richard	X
Lee, Susan	X	Medina, Amber	X
Cade, Carl	X	Lara, Alicia	X
Corwin, Danny (Chair)	X	Jaeger, Nicole	X
Francis, Marya (Sec)	X	Hutchinson, Rebecca	X

Larchmont Schools & ExED Staff:			
Brian C. Johnson (Executive Director)	X	Kristin Droege (LCW Principal)	X
Dolores Patton (LCS – Head of Elementary School)	X	Graham Dye (ExED)	X
Myra Salinas (Assist Principal)	X	Rebecca Bailey (Development)	X
Rick Esquivel (LCS – Head of Middle School)	X		

- **Quorum:** Yes

1. Public Comment

2. Approval of the October 4, 2011 Minutes

- Richard Wright motioned to approve the October 4, 2011 minutes contingent upon the change to the Governance section; Nicki Jaeger seconded. The minutes were unanimously approved contingent upon the correction.

3. Finance

- Graham Dye presented the September 2011 financials inclusive of the September 2011 CAO, LCS and LCW Income Statements, Cash Flow Analyses, Balance Sheets, Check Register and Monthly Fundraising Report.
- Graham noted that Larchmont Charter School’s forecasted low cash flow at the end of the fiscal year is in large part due to recurring state deferrals.
- Richard motioned to approve the September 2011 financials, inclusive of the September 2011 CAO, LCS and LCW Income Statements, Cash Flow Analyses, Balance Sheets, Check Register and Monthly Fundraising Report; Susan seconded. The financials were unanimously approved.
- Nicki motioned to approve Richard Wright to the Audit Committee; Carl seconded. The Audit Committee was unanimously approved.

4. School Leaders Update

- Kristin noted that the teachers Larchmont Charter-West Hollywood Primary just recently held student body elections and that the Middle School will be holding elections tomorrow.
- Rick noted that LCS Middle music teacher Steven Pandis held a rock concert at LCS Middle School today during which he educated students about Motown and rock music and also introduced music as a legitimate career to students.
- Brian noted that the concert was incredible and such a creative way of combining music education in to its performance.
- Dolores noted that 5th grade students recently wrote their life memoirs and presented them to their parents and family at an event called Two Stars and a Wish.

5. Lottery Update

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- Myra^p presented the LCS lottery update; noting that Larchmont Charter School has received overwhelming interest in the lottery.
- Kristin noted that the LCW lottery just opened today and that there will be an update at the December 6, 2011 Board meeting.

6. Review Student Recruitment Plan

- Larchmont Charter School parent Lara Goldstone presented the 9th Grade Recruitment Plan and noted that the demographic goals are for 40% of students to qualify for a free or reduced price lunch (FRPL) and 50% of students to identify as people of color.
- Rebecca Hutchinson noted that it is important to keep families who are applying to the lottery engaged and excited about developments within the Larchmont Schools, especially related to developments with the high school principal search and high school facilities.
- Rick presented the 6th Grade Recruitment Update, noting that 5th Grade Salons are already in swing and that Larchmont Charter School- Middle is also holding tours of the school for prospective students and parents.
- Dolores noted that part of the recruitment plan at Larchmont Charter School- Elementary will be reaching out to multiple local libraries as well as three nearby Head Start programs. Brian noted that compared to this point last year, Larchmont Charter School- Elementary has 100 more students in the lottery for Kindergarten.
- Kristin noted that Larchmont Charter School- West Hollywood is focusing its recruitment efforts to insure that diversity goals are met across all socio-economic levels, and that LCW will specifically be approaching parents who work at Cedars Sinai or families who attend Oasis Church or West Angeles Church.

7. Facilities Update

- Brian noted that the Parsons Foundation showed interest in the Capital Campaign during a recent meeting and that there are two upcoming meetings scheduled, with the Wasserman Foundation and Weingart Foundation.
- Brian noted that Larchmont Schools is currently considering two spaces that would accommodate 400 students, and that both locations are less than four miles from Larchmont Charter School- Elementary.
- Brian noted that Larchmont Charter School- Elementary will not be able to lease more space at Hollygrove without the Hollygrove organization taking the next step by developing a master plan.
- Brian noted that Larchmont Charter School- West Hollywood's lease is up at St. Ambrose but that the church officials stated the school can re-lease.

8. Governance Working Group Update

- Rebecca noted that the Governance Working Group is focusing on recruiting more Board members and is currently compiling a list of qualities desired in prospective Board members.

9. Public Comment

- There were none.

10. Executive Director Comments

- Brian noted that he reached out to three non-religious private schools in the Los Angeles area as a comparison to Larchmont Schools attrition rates, and that of the two schools that responded, both had similar attrition rates.
- Brian noted that Larchmont Charter School- West Hollywood is holding a meeting on November 10, 2011 to share what Larchmont Schools is looking for in a high school principal and to gain an understanding of what our parent community is looking for in the position.

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- Brian noted that given that 9th grade recruitment numbers are already much higher than expected and that the size models for the 2012-2013 9th grade class, he recommends Larchmont Charter School aim for a class of 125 9th grade students.

11. Board Chair Comments- there were none.

12. Closed Session

- The board recessed into closed session at 8:45 P.M. and reconvened at 9:50 P.M. There were no action items to report.

13. New Business

- There was no new business.

14. The meeting was adjourned at 9:55 P.M.