

MINUTES

GOVERNING BOARD SPECIAL MEETING

ARARAT CHARTER SCHOOL

6555 Sylmar Ave., Van Nuys

April 22, 2017

8:30am

Special Meeting

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS

The Ararat Charter School (“School”) welcomes your participation at the School’s Board meetings. The purpose of a public meeting of the Governing Board (“Board”) is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided.

1. Agendas are available to all audience members at the door to the meeting.
2. “Request to Speak” forms are available to all audience members who wish to speak on any agenda or non-agenda items or under the general category of “Oral Communications.”
3. “Oral Communications” is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
4. With regard to items that are on the agenda, you may specify that agenda item on your blue request form and you will be given an opportunity to speak for up to three (3) minutes when the Board discusses that item.
5. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
6. Citizens may request that a topic related to school business be placed on a future agenda. Once such an item is properly agendized and publicly noticed, the Board can respond, interact, and act upon the item.

Americans with Disabilities

The Ararat Charter School adheres to the Americans with Disabilities Act. Should you require special accommodations, or more information about accessibility, please contact us at least 48 hours in advance at

818-994-2904, or agharibi@araratcharterschool.com.

All efforts will be made for reasonable accommodations.

I. OPEN SESSION

A. CALL TO ORDER:

Meeting was called to order by Board Chairperson, Shakeh Avakian at 8:40 am.

B. ROLL CALL

| | Present | Absent |
|----------------------|-------------------------------------|-------------------------------------|
| Shakeh Avakian | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Marlena Gonzalez | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Lorena Gonzalez | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| John Henderson | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Sylva Karayan | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Hermine Mahseredjian | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Giuliana Velarde | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

C. APPROVAL OF MINUTES OF BOARD MEETING OF MARCH 18, 2017

Moved by: Mr. Henderson Seconded by: Prof. Mahseredjian Vote: Approved Unanimously

II. COMMUNICATIONS

A. ORAL COMMUNICATIONS:

Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

Mrs. Zakevosyan – Parent of a first grader and a kindergartener - Interested to learn about the Board’s findings in regards to concerns expressed during previous meeting

Roobina Megrian – Parent of a student in kindergarten – asked for clarifications on LCFE

B. FOR INFORMATION: CHAIRPERSON’S REPORT. (Attachment)

- 1. Update on Facilities:** Principle and Office Manager visited the proposed locations and briefed the board about the location details. The board agreed to both location and will begin communication with RedHook to gain more information.
- 2. Consideration for Teacher Salary Increase:** Governing Board took a look at salary and step scales of a few districts and discussed the options in detail. The starting level should be comparable to LAUSD, and then give an incentive to teachers to stay longer by giving them a loyalty raise after a few years. Edtec is to generate different scenarios for a 3 or 5 year budget and present it to the board during the next meeting. There also will be a separate pay scale configured for those teachers who currently do not possess their cleared credential.

C. FOR INFORMATION: PRINCIPAL’S REPORT. (Attachment)

This is a presentation of information that has occurred since the previous Board meeting. (Per attached report)

- 1. Update on School Calendar of Events**
 - Friday, March 27, 2017-Community Open House

- Tuesday, March 28, 2017- Faculty Meeting with ELA Publisher
- Wednesday, March 29, 2017-Award Assembly
- Thursday, March 30, 2017-Spring Picture Day
- Monday April 10 thru 14, School Closed for Spring Break
- Tuesday April 18 thru April 21, 5th Grade Physical Fitness Test
- Tuesday April 25 thru June 1, CAASPP State Testing
- Friday April 28, 2017 LAUSD SELPA Option 3 Orientation meeting

Field Trips:

2nd Grade- Stough Canyon Nature Center-3/30/17

Kindergarten- Pasadena Kids Space- 4/18/17

2. Update on State Testing

- Students in grades 3-5 will be testing in English Language Arts and Math on the computer
- Each student will test for one hour per day for a period of seven days

2017-2018 CAASPP Testing Windows

| | |
|-----------------------------|---------------------|
| 3rd Grade | April 25 thru May 4 |
| 4th Grade | May 8 thru May 17 |
| 5th Grade | May 22 thru June 1 |

3. Update on SELPA Option 3

- We received notification from LAUSD on April 6 letting us know that we have been accepted into LAUSD SELPA Option 3
- We are scheduled to attend an orientation meeting on Friday April 28, 2017.
- By May 19, 2017, 5:00 PM - Return Paperwork:
- Sign and email the Participant Agreement for Option 3 to Dixon Deutsch (dixon.deutsch@lausd.net).
- Sign and deliver original copies of the MOU for Option 3 to the Charter School Division and Charter Operated Programs offices.
- Both documents will be made available at the orientation meeting on April 28, 2017

4. Update on Enrollment 2017-2018

| Grade | sections per grade level | cohort count for 2017-18 | exempt siblings |
|--------------|--------------------------|--------------------------|-----------------|
| K | 3 | 77 | 25 |
| 1 | 2 | 52 | |
| 2 | 2 | 52 | 1 |
| 3 | 2 | 53 | |
| 4 | 2 | 54 | 1 |
| 5 | 2 | 52 | |
| Total | | 340 | |

5. Update on Prop 39

- Prop 39 office has reached out to us on March 10 inquiring our interest in an Alternative Use Agreement.
- Alternative use agreement has been offered for both campuses and was submitted to LAUSD on March 27, 2017.

6. Update on Staggering School Start time

- Currently, 41 families commute between the two campuses
- 10 out of the 41 families or 24% have 0 tardies from the beginning of the year to year to date at both campuses
- 16 out of the 41 families or 39% have been tardy at least 9 times this year at both campuses
- 3 out of the 41 or 7% of families have had one sibling with 0 tardies and the other sibling with at least three tardies this year.
- 14 out of 41 or 34% families have been tardy at least 11 times this year at both campuses and these families have been tardy in the past even when all siblings were on a single campus

7. Update on Audits, Reviews, & Mandated Reporting

CRDC: The CRDC collects a variety of information including student enrollment and educational programs and services, most of which is disaggregated by race/ethnicity, sex, limited English proficiency, and disability. The CRDC is a longstanding and important aspect of the ED Office for Civil Rights (OCR) overall strategy for administering and enforcing the civil rights statutes for which it is responsible. Information collected by the CRDC is also used by other ED offices as well as policymakers and researchers outside of ED. 2015-16 Civil Rights Data Collection is due April 28, 2017

D. FOR INFORMATION: FINANCIAL REPORT

This is an update from what has transpired since the last board meeting.

1. Budget to Date Update from Edtec: Mr. Levi Kirkland reviewed March Financial report in detail.

- P-2 ADA Update
- March Forecast Update
- Financial Summary
- Revenue Forecast Changes
- Expenses Forecast Changes
- Cash Flow Forecast
- Balance Sheet Summary
- Exhibits
- Check Register – March
- Cash Flow Projections
- Budget vs. Actual Detail

Review of the 2017-18 Preliminary Budget: Mr. Kirkland also explained the preliminary budget for 2017-18 that was prepared with the school's Principal.

III. CONSENT AGENDA ITEMS

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or

removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The Principal recommends approval of all consent agenda items.

Check register for the month of March was approved unanimously.

Recommend approval

Motion by: Mr. Henderson
Seconded by: Prof. Mahseredjian
Vote: Approved Unanimously

IV. ACTION ITEMS

V. INFORMATION ITEMS/POSSIBLE ACTION:

A. LAUSD Preliminary Budget for 2017-2018

Recommend approval

Motion by: Mr. Henderson
Seconded by: Prof. Mahseredjian
Vote: Approved Unanimously

B. Update for Special Education 2017-2018 SELPA Application – School has been accepted into SELPA option 3 of LAUSD. School has certain obligation to fulfil once agreement is drawn.

C. Update on Diversity: The Board will be reviewing resumes soon to fill the vacant seats on the board. Principal was tasked with presenting names of perspective parents who would be great candidates to sit on the Governing Board.

D. Increase in Teacher Salaries: See Chairperson’s Report

E. COLA Considerations for 17-18 school year – to be reviewed when salary tables are set.

F. Update on LAUSD Utilities Invoice: LAUSD withdrew the invoice as the existing FUA is covering the utilities.

G. Update on staggering school start time: Report was shared with the board in regards to the tardies and families who commute (see Principal’s Report)

H. Update on existing volunteering & observation policy: Additional concerns are to be directed to the Principal

I. Update on school valet drop off procedures: School has hired two additional yard supervisors and the administration is outside supervision whenever possible. Parents who have concerns about the valet procedure will be approached individually and the procedure and expectations will be explained to them directly.

J. Association Update: None

VI. CLOSED SESSION

Adjourned to Closed Session at 10:00 am to consider and/or take action upon any of the following items:

PUBLIC EMPLOYMENT

Title: Assistant Principal

Conference with Legal Counsel – Existing Litigation - Government Code Section 54956.9 (a) - OAH Case No. 2017010823

VII. PUBLIC SESSION – REPORT OUT OF CLOSED SESSION

The Governing Board will report out any action taken in closed session, if any.

The meeting was reconvened to open session at 11:10 am.

Approval of settlement for OAH case # 2017010823

V. FUTURE AGENDA ITEMS

The Board will consider items for future Board Meeting Agendas.

Salary Schedules

Review of the Academic Achievement

VI. NEXT BOARD MEETING DATE:

May 20, 2017, 8:30 am at the ACS 1 Campus

VII. ADJOURNMENT

The meeting was adjourned at 11:42 am