



MINUTES

GOVERNING BOARD MEETING

ARARAT CHARTER SCHOOL

6555 Sylmar Avenue, Van Nuys CA 91401
Teleconferencing Available at
13400 Erwin Street, Van Nuys, CA 91401
www.araratcharterschool.com

February 20, 2020

6:30 pm

Regular 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 "Request to Speak" 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 a.gharibi@araratcharterschool.com
All efforts will be made for reasonable accommodations.

I. OPEN SESSION

a. Call to Order

This meeting was called to order by Board’s Chairperson, Ms. Avakian at 6:40PM.

b. Roll Call

Shakeh Avakian	<input checked="" type="checkbox"/>	<input type="checkbox"/>
John Henderson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Silva Karayan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Giuliana Velarde	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rosemarie Shamieh	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Maria Cozette	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Levi Kirkland	<input checked="" type="checkbox"/>	<input type="checkbox"/>

II. APPROVAL OF MINUTES OF BOARD MEETING OF DECEMBER 19, 2019

Recommend approval

Motion by: Ms. Shamieh
Seconded by: Dr. Velarde
Vote: Approved Unanimously

III. APPROVAL OF CHECK AND CREDIT CARD REGISTERS

Recommend approval

Motion by: Mr. Henderson
Seconded by: Mr. Kirkland
Vote: Approved Unanimously

IV. 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

None

b. Principal’s Report (Attachment)

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

- **Update on School Events**
- **Update on LAUSD Oversight Visit – The visit’s itinerary was as following:**

- Morning Meeting
 - Parent Interview Panel
 - Classroom Observations
 - Segregation of Duties
 - Special Education Program Review
 - Document Review
 - Visit Debriefing
- **Update on Prop 39:** The school will have to submit to LAUSD a Facilities request for 2019-20 school year. Listed below are the dates:
 - ACS’s ADA Projections of in-district ADA of 327.36 has not been accepted by LAUSD
 - They are stating that ACS’s ADA projections will be 326.40
 - We will be reaching out to CCSA/YMC for guidance on this matter
 - There will be no impact to our space allocation for 20-21 school year
 - Based on last LAUSD Board Agenda, they will be offering both KLA and Erwin with the same space allocation as 19-20 school year
 - We will receive our preliminary offer on or before February 1, 2020
 - **Update on Educational Programs**
 - **End of Trimester 1 August -November Overall Report Card Results**

Based on 4-point scale

Grade-Level	Math Academic Performance Level	Reading Academic Performance Level	Writing Academic Performance Level
Kindergarten	3.635	3.095	2.308
Grade 1	3.519	3.138	2.712
Grade 2	3.083	2.262	2.881
Grade 3	3.182	3.091	2.981
Grade 4	2.491	2.691	3.241
Grade 5	3.089	2.800	3.067

c. Director of Operation’s Report

1. Update on Form 700: 2020 Form 700 are due to LAUSD by March 1st. All attending Board Members completed and signed the Form 700

2. Update on Prop 39 Over Allocation Notice

Since Ararat Charter School is occupying Prop. 39 facilities, it must notify the Los Angeles Unified School District when it anticipates that it will have over-allocated space that could be used by the District. If the School has over-allocated space that is not returned for District use, the reimbursement amount owed by School to the District could be significant. (This amount is in addition to pro rata share and other payments that Charter School may owe the District.)

Charter School's Actual In-District Classroom ADA	Percentage of Projected In-District Classroom ADA	Reimbursement Amount Owed by Charter School
329.99 (or above) - 297.02	100 (or above) - 90.01	\$0.00
296.99 - 263.99	90 - 80	\$36,480.39 - \$109,441.18
263.99 - 230.99	80 - 70	\$109,441.18 - \$182,401.97
230.99 - 197.99	70 - 60	\$182,401.97 - \$255,362.76
197.99 - 165.00	60 - 50	\$255,362.76 - \$328,323.55
165.00 - 132.00	50 - 40	\$328,323.55 - \$401,284.34
132.00 - 99.00	40 - 30	\$401,284.34 - \$474,245.13
99.00 - 66.00	30 - 20	\$474,245.13 - \$547,205.92
66.00 - 33.00	20 - 10	\$547,205.92 - \$620,166.71
33.00 - 0.00	10 - 0	\$620,166.71 - \$693,127.50

3. Update on Federal and State Reporting

CALPADS Fall 2 Due March 20th.

Following data will be submitted for Fall 2 (5 separate reports):

- Certified staff who were employed on Census Day (10/2/2019)
- Roles they perform at school
- Classes that were active on Census Day
- Classes that students are enrolled in
- Count and FTE of certificated staff
- Average Class Size
- English Learner Services provided

School Accountability Report Card (SARC)

- The report is attached for review.
- Submitted to California Department of Education on January 31st.

4. Update on Technology

- Phone System
- Plan for Additional Computers
- Update on Telecommunication during Board Meetings

5. Update on Substitute Rate

- Hourly/Day to day sub rate vs. Long-Term (Extended) Sub rate
- Current Sub Rate: \$27.50/hour (\$220/day)
- Common practice at other districts: 33% increase \$36.85/hour (\$294/day)
- OR - Place the Sub on the 1st Step of the qualifying Column
- OR – Set a flat daily rate, higher than the day-to-day rate

6. Update from EDD on AB5 (See attached)

- Employees vs Contractors

7. **Update on AB 1767 (see attached):** The governing board or body of a local educational agency that serves pupils in kindergarten and grades 1 to 6, inclusive, shall, before the beginning of the 2020–21 school year, adopt, at a regularly scheduled meeting, a policy on pupil suicide prevention in kindergarten and grades 1 to 6, inclusive. The policy shall be developed in consultation with school and community stakeholders, the county mental health plan, school employed mental health professionals, and suicide prevention experts and shall, at a minimum, address procedures relating to suicide prevention, intervention, and postvention.

8. **Update on School Credit Cards:** It was decided that Mr. Henderson will reach out to CCU to resolve the delay in issuing the credit cards

9. **Update on After-School Enrichment Staffing Requirements**

- Possibility of employing current classified employees for after =-school enrichment
- Cleared with CharterSafe
- More frequent and longer terms

It was decided to prepare a comprehensive action plan and present it to the Board at a later meeting for approval.

10. **Update on Student Recruitment:** Below is the current Lottery Applicant Demographics

Grade	Total Applicant	PHBAO Count	PHBAO Percentage
TK/K	164	33	20%
1 st	148	16	10%
2 nd	24	8	33%
3 rd	10	7	70%
4 th	10	7	70%
5 th	0	0	0
Total	356	128	36%

11. **Update on Parent Outreach**

- 10 Year Anniversary Events
 - Committee Composed of Staff and Parents
 - Gala
 - Invite all founding members, Association members, Supporters, and alumni
- Anniversary logo
- Community Building Events
 - Committee composed of Parents and Staff
 - Father-Daughter Dance
 - Knight out with Mum Dance

d. **Financial Report**

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

- **Budget to date:** Ms. Callie Turk reviewed the financial report that entailed the following items:
 - FY 2019-20 Forecast
 - FY 2019-20 Cash Flow
 - FY 2019-20 Balance Sheet
 - Title Fund Budget
 - Exhibits

V. 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.

None

VI. ACTION ITEMS

- a. **Approval is Requested for 2018-2019 SARC (School Accountability Report Card)**

Recommend approval

Motion by: Mr. Kirkland
 Seconded by: Ms. Shamieh
 Vote: Approved Unanimously

- b. **Approval is Requested for Accounting Manual Revisions**

Recommend approval

Motion by Ms. Shamieh
 Seconded by: Mr. Henderson
 Vote: Approved Unanimously

- c. **Approval is requested for Consolidated Application and Reporting System (CARS):** This report will be tabled at a later date.

- d. **Approval is requested for 2nd Financial Interim Report**

Recommend approval

Motion by Mr. Kirkland
 Seconded by Mr. Henderson
 Vote: Approved Unanimously

VII. INFORMATION ITEMS/POSSIBLE ACTION

- a. **Update on School Accounting Manual and Financial Policy (see attached)**

- b. **Update on Independent Financial Auditors:** Principal reported that there are a few companies that have been referred. The quotes will be presented to the Board before April 1st for consideration and approval.
- c. **Update from Board Member Nomination Committee:** Ms. Shamieh reported that there is a perspective candidate that the committee is yet to meet with. More information to follow.
- d. **Update from Board Diversity Committee:** Ms. Shamieh reported on the committee meeting. It is the committee's recommendation to continue with the outreach efforts and to broaden the diversity education and presentations.
- e. **Update on School Credit Cards:** See Director of Operation's Report
- f. **Update on Student Information System (PowerSchool):** Principal reported that due to limited capabilities of PowerSchool to run adequate and one step reports, he is exploring other SIS systems. More information to follow.
- g. **Update on Independent Study Policy:** The policy will be revised based on the recommendation of the Board and will be presented at a later meeting.
- h. **Update on Consolidated Application and Reporting System (CARS):** This report will be presented at a later time.
- i. **Update on Long-Term Substitute Rate:** The long term (extended) sub will have a 30% increase over day-to-day substitute's rate:

Recommend approval:

Motion by Mr. Henderson

Seconded by: Dr. Velarde

Vote: Approved Unanimously

VIII. CLOSED SESSION

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

Public Employee Employment (G.C. 54957)

Title:

- **Conference with Legal Counsel**
- **Pupil Discipline**
- **Appointment, Employment, Evaluation and Discipline of Personnel**
- **Real Estate Negotiations**
- **Public Security**

• **PUBLIC SESSION – REPORT OUT OF CLOSED SESSION**

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

No action taken at this time.

IX. FUTURE AGENDA ITEMS

The Board will consider items for future Board Meeting Agendas.

X. NEXT BOARD MEETING DATE

March 26, 2020, 6:30pm

XI. ADJOURNMENT

Meeting was adjourned at 8:40pm