



MINUTES



GOVERNING BOARD MEETING ARARAT CHARTER SCHOOL

July 29, 2021

6:30 pm

Regular Meeting

This meeting will be by teleconference pursuant to Executive Orders N-25-20 and N-29-20.

Ararat Charter School is inviting you to a scheduled Zoom meeting.

Topic: ACS Governing Board Meeting

Time: Jul 29, 2021 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/94347105370>

Meeting ID: 943 4710 5370

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Members of the public who wish to comment during the Board meeting may use the “raise hand” tool on the Zoom platform. Individual comments will be limited to three (3) minutes. If an interpreter is needed for comments, they will be translated to English and the time limit shall be six (6) minutes. The Governing Board may limit the total time for public comment to a reasonable time.

The Board reserves the right to mute or remove a member of the public if comments or actions disrupts the Board meeting.

Access to Board Materials: A copy of the written materials which will be submitted to the School’s Governing Board may be reviewed by any interested persons on Ararat Charter School’s website along with this agenda following the posting of the agenda at least 72 hours in advance of this meeting.

Disability Access: Requests for disability-related modifications or accommodations to participate in this public meeting should be made 24 hours prior to the meeting by calling (818) 994-2904 or cmenjivar@araratcharterschool.com. All efforts will be made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.

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 and all relevant documents are available to all audience members at the meeting.
2. “Request to Speak” forms are available to all audience members who wish to speak on any agenda or non-agenda items.
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. 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 Address the Board” 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 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.

I. OPEN SESSION

a. Call to Order

This meeting was called to order by Board Chairperson, Ms. Avakian at 6:35pm

b. Roll Call

Shakeh Avakian	<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"/>

II. APPROVAL OF MINUTES OF BOARD MEETING OF MAY 27, 2021

Recommend approval

Motion by: Ms. Shamieh

Seconded by: Dr. Karayan

Vote: Approved Unanimously

III. APPROVAL OF CHECK AND CREDIT CARD REGISTERS

No approval

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

b. Principal's Report

This is a presentation of information that has occurred since the previous Board meeting.

1. Update on English Learner Instruction and Assessments

No updates

2. Update on Special Education - Extended School Year (ESY) for Student with Disabilities (SWD)

- The Los Angeles Unified School District Division of Special Education has established protocols to request Extended School Year services (ESY) for the 2020-2021 school year through the Fee for Service (FFS) process.
- Student's IEP must specify an extended school year program.
- ESY Information and Cost
 - June 28- July 23, 2021 – 20 days
 - ESY self-contained special education classes
 - 8:00 am to 12:20 pm
 - ADA plus \$3,078 per student
- Students attended Strathearn ES for ESY
 - Report cards showing progress and attendance are being forwarded to ACS.

3. Update Ararat Summer Intervention Program (SIP) for Targeted Students

Dates	6/17/21 through 7/2/21		
Time	3 hours	8:30am to 11:30am	Students
	4 hours	8:00am to 12:00pm	Staff
Number of Classes	5		
Grades Served	K-4th		
Total Number of Students	50		
Estimated Salaries & Benefits	\$13,000.00	5 teachers, 4 hours a day, 12 days, \$35 per hour 2 Yard Supervisors, 1 Office Staff,	

Great Public Schools Now – Grant - \$6K paid for the Adult Assistants that supported with SIP

Number of students offered SIP	50
Number of students who participated in COVID-19 testing and agreed to wear masks	33
Average attendance	75%

4. Update on New Hires and Open Positions

Positions	Number Needed	Filled	Open	Funding
Classroom Teacher	2	2	0	General
Resource Teacher	1	0	1	General
Office Clerk	1	0	1	General
Technology Assistant	1	0	1	General
Classroom Instructional Assistants	2	0	2	ESSER
Language Instructional Assistants	2	1	1	ESSER
Adult Assistants	3	2	1	General (2) ESSER (1)
Instructional Technology Coordinator	1	1	0	ESSER
Teacher on Special Assignment	1	1	0	ESSER
Totals	14	7	7	

5. Monthly World Language School Committee Meeting

Last Friday of every month at ACS 1. Committee Members: Dr. Silva Karayan, Dr. Aida Tatioussian, Ms. Adrineh Gharibi, Ms. Anahid Nersesian, and Ms. Alice Vartabedian

c. Director of Operation’s Report

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

1. Update on Attendance

No update

2. Update on Enrollment

2021-2022 Cohort and Seat Count

<i>Grade</i>	<i># of Sections</i>	<i>Current Cohort</i>	<i>Not Returning</i>	<i># of Exempts</i>	<i># to Fill by Lottery</i>	<i>Cushion</i>	<i>Kinder 2nd Year Program</i>	<i>Anticipated Enrollment</i>
TK/K	2	1	0	24	19	0	6	50
1st	2	50	-1	1	2	0		52
2nd	2	49	0	0	3	0		52
3rd	2	56	-3	0	2	0		55
4th	3	79	-3	0	1	0		77
5th	2	52	-1	0	3	0		54
Total	13	287	-8	25	30	0	6	340

3. Update on Annual External Audit

- Audit has commenced on July 20, 2021 and it is still ongoing
- The report is usually available by the end of November for December 15 submission to CD

4. Update on LACOE COVID-19 School-Wide Grant

- School has been granted 54K for COVID-19 related expenses.
- Weekly reports must be submitted to LACOE
- Supporting documents could include:
 - COVID-19 Testing
 - Payroll
 - Outreach
 - Hiring
 - Training
 - COVID-19 Vaccinating

5. Update on CalSAAS

California Education Code Section 44258.9 requires each LEA to monitor and review certificated employee assignment practices. Under the “Every Students Succeeds Act”, each local educational agency (LEA) is required to submit a plan to the state educational agency that describes how it will identify and address any disparities that result in low-income students and minority students being taught at higher rates than other students by ineffective, inexperienced, or out-of-field teachers. Therefore, LEAs need to address this provision in the Local Control and Accountability Plan (LCAP).

The California Commission on Teacher Credentialing (CTC) and the California Department of Education (CDE) have entered into a data sharing agreement that modernizes and streamlines the assignment monitoring process. The CTC has developed a new California State Assignment Accountability System (CalSAAS) that will use data from the CTC and CDE to identify potential misassignments and provide a communication platform for counties and school districts to address and resolve them.

In order to effectively discern which credential and authorization is required to teach a course based on the state course code name and description, CDE staff has updated the current set of state course codes collected in the California Longitudinal Pupil Achievement Data System (CALPADS) and added a number of attributes that further refine each course description.

Ararat Charter School has no reported misassignments.

6. Update on Legislation: AB-104 – Pupil Instruction; Retention, Grade Changes, and Exemptions

Effective July 1, 2021:

- Existing law requires the governing board of to adopt policies regarding pupil promotion and retention, and requires a pupil to be promoted or retained only as provided for in those policies.
- For the 2021–22 academic year, this bill would require for the LEA to implement a supplemental policy regarding the retention of pupils who, in the 2020–21 received deficient grades.
- The bill would require as part of that policy and within 30 calendar days of receiving a written retention consultation request from a parent, to conduct the consultation with the parent, the pupil, the administrator, and a teacher.
- It would require the consultation to include a discussion of all available learning recovery options, research on the effects of retention and the benefits of particular interventions and supports, and consideration of the pupil’s academic data and any other information relevant to whether retention is in the pupil’s best interests, academically and socially.
- The bill would require a retention decision to be consistent with a pupil’s individualized education program.
- The bill would require, regardless of the retention decision, the pupil to be offered specific interventions and supports.
- The bill would also require, if the decision is to not retain the pupil, the pupil to be offered access to prior semester courses in which the pupil received a D or F letter grade in the 2020–21 academic year, some other form of credit recovery, or other supports as specified.
- The bill would require a school district, county office of education, or charter school to notify the requesting parent of its retention decision within 10 calendar days of the consultation.
- By imposing new duties on school districts, county offices of education, and charter schools, the bill would impose a state-mandated local program.
- Existing law requires the governing board of a school district to prescribe regulations requiring the evaluation of a pupil’s achievement for each marking period. When a teacher provides the pupil with a grade for a course, existing law requires the grade, in the absence of clerical or mechanical mistake, fraud, bad faith, or incompetency, to be final.
- Existing law prohibits the governing board of a school district or the superintendent from ordering a change in the pupil’s grade unless the teacher who determined the grade is given an opportunity, to be included in all discussions relating to the grade change.

d. Financial Report

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

1. Budget to Date

No update

V. DISCUSSION INFORMATION ITEMS/POSSIBLE ACTION

After the presentations, the Board will consider which items will be removed from the list of "consent" items which will be adopted with a single vote without discussion. This is followed by the Board discussing and voting on the items removed from the list by the Board or where individuals have signed up to address the Board on the item.

a. Update on Facility Purchase

No update

b. Update on Outreach and Recruitment

i. Niche

Forming a distinct presence utilizing online platforms.

- Cover photo; “From the School” message, Custom Links, Upcoming Events, Admissions Links, YouTube Videos, Spotlight Description; School Ranking and Grade; Diversity Grade; Teachers Grade; Proficiency; # of Students, Ratio of Teachers; School Reviews

- Helps parents find us easier
 - Advertises the school and shares highlights
 - Supports our website and shares information we want to accentuate to the public
 - Provides us with critical market/consumer analysis data: who is engaging on our platform? Which search engine are they finding us from? Which page are they spending more time on? What reviews are they leaving us?
 - Another form of outreach
- ii. **Smartlite Mall Display**
- Great Opportunity to showcase Ararat Charter School at Panorama Mall on a large backlit display in the highest traffic area of the mall.
 - This will help ACS to gain exposure and have a physical presence in the community.
 - It's a cost-effective way to reach families & potential new students every day.
 - Following Diversity Committee's long-standing wish
 - The add will display for 52 weeks, for a total of \$3200
- c. **Material Revision for Elementary School Expansion**
Submit Material Revision, Resolution, Facilities Plan, and Budget to the LAUSD for school expansion.
- d. **Purchasing Amplify – School-Wide Intervention Program**
- Intervention will be a balance of building a love for reading coupled with specific skills instruction.
 - ReadWorks (free online platform)
 - A-Z Reading (subscription-based)
 - A universal screener and progress-monitoring reading assessment for grade K-6. This program creates instant groups and includes targeted teacher-led instructional plans. This program measures the five big ideas of reading:
 - Phonological awareness,
 - Phonics,
 - Fluency
 - Vocabulary and
 - Comprehension
 - Provides a bank of over 4,000 research-backed activities, including multisensory activities that use auditory, visual, tactile, and kinesthetic techniques
 - Approximate cost - \$7K (100 students)
 - mClass with Dibels annual assessment licence: \$15 per student
 - Dibels Kit: \$50 per grade (K-5)
 - mClass intervention school site license: \$4K
 - Intervention Kit: \$200 per grade (K-5)
- e. **Purchasing Satchel Pulse – School-Wide Social and Emotional Learning (SEL) Platform**
The objective is to support every student by measuring, planning, and delivering targeted tiered social emotional learning interventions.
- f. **Updated 2021-2022 School Year Governing Board Meeting Calendar**
The updated 2021-2022 School Year Governing Board Meeting Calendar was shared.
- g. **Return to Full-Time, In-Person Instruction for 2021-2022 School Year**
Approval is requested to resume full-time, in-person instruction
- Will continue adhering to the most recent CDPH and Cal-OSHA COVID-19 guidelines
 - Safety protocols will be in place, including personal protective equipment
 - Frequent disinfecting and cleaning
 - Upgraded air filters
 - Additional support
 - Increased staffing
 - Hygiene protocols
 - COVID-19 Tastings

h. AB-130 – Independent Study Legislation and Revised Policy

In order to generate apportionment for Independent Study, all LEAs must have adopted and implemented board policies and written agreements that meet specific criteria (*EC* Section 51747). AB 130 added new elements to be included in board policies and written agreements. In addition to requirements in effect prior to the enactment of AB 130, **board policies** need to be updated to also include the following:

- Satisfactory progress as an added means to evaluate continued Independent Study participation and placement.
- Provision of standards aligned content in IS that is substantially equivalent to the quality and intellectual challenge of in-person instruction.
- Procedures for tiered reengagement strategies.
- A plan to provide opportunities for synchronous instruction for all grade levels, and live interaction for grades four through eight.
- A plan to transition pupils whose families wish to return to in-person instruction from Independent Study expeditiously, and not later than five instructional days.

Written agreements must be updated to also include the following:

- The manner, time, frequency, and place for communicating with a pupil’s parent or guardian regarding academic progress.
- The inclusion of confirming or providing access to all pupils to the connectivity and devices adequate for participation and completion of work in the specific resources made available to the pupil.
- The level of satisfactory educational progress that would trigger an evaluation of whether or not the pupil should be allowed to continue in IS.
- A detailed statement of academic and other supports provided to address the needs of pupils not performing at grade level, or needed support in other areas such as English learners, individuals with exceptional needs in order to be consistent with the pupil’s individualized education program or 504 plan, pupils in foster care, pupils experiencing homelessness, and pupils requiring mental health supports.
- A provision for electronic signatures if a LEA chooses to make use of electronic signatures for written agreements.

For the 2021–22 school year only, written agreements must be signed no later than 30 days after the first day of instruction. However, it is important to note that all other IS requirements must be met upon commencement of instruction. For any other school year, written agreements must be signed prior to commencement of Independent Study.

i. Ararat Virtual Academy (AVA) – Independent Study Program

We know that some families have medical, social-emotional, or other concerns with an in-person return. Per Assembly Bill 130, Ararat Charter School will offer an independent study program for those students for the 2021-2022 school year.

A component of our independent study program is Ararat Virtual Academy (AVA), where students will receive limited live online instruction and will complete independent work when not learning directly with a teacher.

For pupils in TK through grade 5, there will be daily synchronous and asynchronous instruction. Daily synchronous instruction may be only a short period daily. For the remainder of the day, students would need to complete work independently. Families can choose for their child to participate in the Online Program by completing a survey provided to them.

Schedule will be shared with participating families prior to the school’s start date.

j. Revised Technology/Device Use Agreement

Some of the laptops and iPads have been returned in poor condition. To ensure more accountability, we are updating our use agreement to state the cost of the repair or replacement that will be collected if a device is damaged, or lost.

k. Purchasing New Computing Devices for Teachers and Staff

- Updating the computing devices for our teachers and staff to ensure compatibility and capacity to improve the quality of instruction and performance
- Incorporating teachers' old laptops into the classrooms and computer lab for student use
- Purchasing additional laptops for the new positions who will require a computing device
- Replacing Governing Board iPads with laptops for ease of access
- Incorporating Governing Board's iPads into the classrooms for student use
- Providing iPads to board meeting attendees instead of paper copies

VI. 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**

VII. PUBLIC SESSION – REPORT OUT OF CLOSED SESSION

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

VIII. ACTION ITEMS/CONSENT AGENDA ITEMS

After the presentations, the Board has considered which items to be removed from the list of "consent" items which will be adopted with a single vote without discussion. This is followed by the Board discussing and voting on the items removed from the list by the Board or where individuals have signed up to address the Board on the item.

- a. Approval is Requested for Submission of Material Revision to LAUSD to Expand Current Enrollment to 492**
- b. Approval is Requested for Amplify (mClass) – School-Wide Intervention Program**
- c. Approval is Requested for Satchel Pulse – School-Wide SEL Platform**
- d. Approval is Requested for 2021-2022 School Year Board Meeting Calendar**
- e. Approval is Requested to Return to Full-Time In-Person Instruction**
- f. Approval is Requested for Revised Independent Study Policy and Ararat Virtual Academy (AVA)**
- g. Approval is Requested for Revised Technology/Device Check out Agreement**
- h. Approval is Requested for Purchasing New Computing Devices**

Public Comments: No Public Comments
Roll Call for Casting the Vote

Recommend approval

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

IX. FUTURE AGENDA ITEMS

The Board will consider items for future Board Meeting Agendas

- *Facility Share*

X. NEXT BOARD MEETING DATE

September 16, 2021, 6:30pm

XI. ADJOURNMENT

The meeting was adjourned was at 9:26pm

APPROVED