



MINUTES



GOVERNING BOARD MEETING ARARAT CHARTER SCHOOL

September 16, 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: Sep 16, 2021 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/85498890460>

Meeting ID: 854 9889 0460

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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 6:40pm

b. Roll Call

Shakeh Avakian	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Silva Karayan	<input type="checkbox"/>	<input checked="" 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 JULY 29, 2021

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: Ms. Shamieh

Seconded by: Dr. Velarde

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

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

Instruction

- Teachers teach both Designated and Integrated ELD.
- Students on independent study are receiving ELD instruction

Assessment

- 2020-2021 - 22 students reclassified after taking the Spring Summative ELPAC.
- 2021-2022 - 31 students were eligible and took the Initial ELPAC.

2. Update on Special Education

No updates

3. Update on NWEA MAP Assessments

4. Reading and Math Administrations are scheduled for October 11-15, 2021

5. Update on Amplify (mClass) Intervention Program

Training will commence with Teacher on Special Assignment and Instructional Assistants

6. **Update on Instructional Technology**
We have established a Technology and Innovation Committee
Purpose: Hear how teachers have incorporated technology in their classrooms, create tech teacher mentors to demonstrate, encourage, and motivate other teachers to try new approaches, and build curiosity.
7. **Update on Satchel Pulse – Social and Emotional Program**
Trainings are scheduled for November. Teacher on Special Assignment and Special Education Coordinator will be point people on this program.
8. **Update on DEI – Renamed to JEDI (Justice, Equity, Diversity, and Inclusion)**
JEDIs are guardians of truth, knowledge, and justice, and actively promote such ideals.
Ararat Literary Selections-The Best Diverse Books for Embracing Diversity in the Elementary School Classroom. Set of 60 books to purchase over a 4-month period. This library can be used on a check-out basis.
9. **Update on CurbSmart – Automated Entry/Dismissal System**
For better communication, improved efficiency, and increased safety
 - A unified announcement system keeps staff informed with real-time communication
 - Complete student profiles include photos, parent information, and instructions
 - Discreet notes like custody disputes ensure every student is released to an approved adult
 - Customizable settings allow students to be dismissed to a bus, car, or afterschool program
10. **Update on CSUN Student Teacher Partnership**
4 student teachers in grades K, 1, and 3
11. **Change in Internal Ordering Process**
Request that the school issued credit card be transferred to our Assistant Operations and Compliance
12. **Update on New Hires**

Positions	Number Needed	Filled	Open	Funding
Classroom Teacher	2	2	0	General
Resource Teacher	1	1	0	General
Office Clerk	1	1	0	General
Technology Assistant	1	0	1	General
Classroom Instructional Assistants	3	2	1	ESSER
Language Instructional Assistants	2	2	0	ESSER
Adult Assistants	3	3	0	General (2) ESSER (1)
Instructional Technology Coordinator	1	1	0	ESSER
Teacher on Special Assignment	1	1	0	ESSER
Totals	15	13	2	

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

<i>Instruction Type</i>	<i>Number of Students</i>
In-Person Instruction	294
AB-130 Independent Study Long Term	27
AB-130 Independent Study Short Term	99 (intermittently)

2. Update on Enrollment

<i>Grade</i>	<i># of Sections</i>	<i>Expected Cohort</i>	<i>Current Cohort</i>
TK/K	2	52	52
1st	2	52	46
2nd	2	52	51
3rd	2	54	51
4th	3	78	69
5th	2	52	52
Total	13	340	321

3. Employee Onboarding Manual

The school is in the process of creating a manual for new-hire on-boarding procedures

4. Campus Safety Measures – LAUSD Two Way Radios

- Purchased from LAUSD General Stores
- \$329.99 each
- School will need at least 44 radios for both ACS1 and 2
- Purchase can be done in two phases
- Estimated total cost = \$14,600

5. CCSA Annual Conference

- Conference Days: Monday, March 14 through Thursday, March 17, 2022
- Location: Long Beach
- Registration Fee: \$399 (10/15/21), \$499 (1/11/22)

6. Update on Legislation

Effective September 10, 2021:

- o Clarifies that independent study can be offered to a student whose health would be put at risk by in-person instruction, as determined by the parent or guardian, or a pupil who is unable to attend in-person instruction due to a quarantine due to exposure to, or infection with, COVID-19, pursuant to local or state public health guidance.
- o Clarifies the definition of “synchronous instruction” that it shall be provided by the teacher of record for the student “or the certificated employee of the LEA providing instruction for course-based independent study.”
- o Clarifies that the procedures for tiered reengagement strategies for all students who are absent for more than three school days or 60% of the instructional days in a school week, or “10% of required minimum instructional time over four continuous weeks of a LEA’s approved

instructional calendar, pupils found not participating for more than the greater of 3 schooldays or 60% of the scheduled days of synchronous instruction in a school month as applicable by grade span, or pupils” violating their written agreement.

o For the 2021-22 school year, an LEA shall be eligible to receive funding for independent study for students subject to quarantine due to COVID-19, when the student is unable to participate in classroom-based instruction due to the quarantine and for school closures due to COVID-19. An LEA shall receive funding for these students for all school days that they participate in and meet all other independent study requirements while in quarantine or during a school closure.

d. Financial Report

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

1. Budget to Date Ms. Kristin Dietz reviewed the financial report that entailed the following items:

o **FY 2021 Unaudited Actuals**

- FY21 Net Income 348K, decrease 120K from April forecast
- Keeping track of Sped Spending – Historically high

o **FY 2022 State and Federal Updates**

- 5.07% LCFF COLA
- Nearly 15% increase in State SPED
- Concentration grant from 50% to 65% funds additional staffing
- LCFF S&C revenue to match spending
- Charter term automatically extended two years
- No STRS or PERS relief

o **FY 2022 Budget**

Different basis for funding shown across eligible fiscal years
\$872, 733 of Covid funds for FY22 and \$314,299/year for FY23 and FY24
FY22 Net income at 178K, increased 70K from budget
FY22 Net income 70K mostly due to increased ESSER funds
Cash flow projected to end at 4.29 million, 162 days cash on hand

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 Material Revision

No update, school is waiting to hear back from charter school division.

c. Report from Governing Board Member Nomination Committee

The Governing Board Nomination Committee interviewed two candidates on September 16, 2021

d. ESSER III Expenditure Plan

The ESSER III Expenditure Plan was reviewed and discussed. See attached.

e. COVID-19 Employee Vaccination Policy

- Effective Date: October 15, 2021
- Vaccination will become mandatory for all staff and vendors

- Valid and legal exceptions will be granted

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.

- Approval is Requested for FY 2021 Unduplicated Actual Report**
- Approval is Requested for ESSER III Expenditure Plan**
- Approval is Requested for COVID-19 Employee Vaccination Policy**

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

Recommend approval

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

IX. FUTURE AGENDA ITEMS

The Board will consider items for future Board Meeting Agendas

X. NEXT BOARD MEETING DATE

October 7, 2021, 6:30pm

XI. ADJOURNMENT

The meeting was adjourned was at 9:06pm