



MINUTES



GOVERNING BOARD MEETING ARARAT CHARTER SCHOOL

February 17, 2022

6:30 pm

Regular Meeting

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

Topic: ACS Governing Board Meeting

Time: Feb 17, 2022 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/85970590261>

Meeting ID: 859 7059 0261

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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 disrupt 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 emenjivar@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 you will visit these meetings often. Your participation assures us of continuing community interest in our School. The following guidelines are provided to assist you in the ease of speaking/participating in our meetings.

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 the 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 appropriately 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 6:33pm

b. Roll Call

Shakeh Avakian	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Silva Karayan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rosemarie Shamieh	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Giuliana Velarde	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Nayri Horvat	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Karim Merzian	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vache Shirvanian	<input checked="" type="checkbox"/>	<input type="checkbox"/>

II. APPROVAL OF GOVERNING BOARD FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 54953(e)

The Charter School Governing Board determines, in accordance with Government Code Section 54953(e)(1)(B), that meeting in person would present imminent risks to the health or safety of attendees. Pursuant to Government Code Section 54953(e)(3), the Board has also reconsidered the circumstances of the State of Emergency declared by the Governor on March 4, 2020, and finds the State of Emergency continues to directly impact the ability of the Directors to meet safely in person and/or that State or local officials continue to impose or recommend measures to promote social distancing.

Recommend approval

Motion by: Mr. Merzian
Seconded by: Dr. Velarde
Vote: Approved Unanimously

III. APPROVAL OF MINUTES OF BOARD MEETING OF JANUARY 20, 2022

Recommend approval

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

IV. APPROVAL OF CHECK AND CREDIT CARD REGISTERS

Recommend approval

Motion by: Mr. Merzian

Seconded by: Ms. Horvat

Vote: Approved Unanimously

V. COMMUNICATIONS

a. Public Hearing/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 since the previous Board meeting.

1. Update on English Learner Instruction

No update.

2. Update on Special Education

Charter Operated Program Development Grant (PDG)

- Improve schoolwide program on Restorative Justice practices with training for all teachers and staff.
- Train and receive consultation for PBIS Tier 1 Coordinator and Tier 2/3 Coordinator.
- Set up systems to hire, train, and oversee Behavior Intervention Implementation (BII) specialists.

We will bring in LACOE and Seneca Behavioral Health Services experts to support us with PBIS and Behavior training and support, respectively.

Overview:

- Funding Amount – The Option 3 Executive Board has approved: \$82,716.76.
- Funding Transfer Cycle – Grant awarded will be evenly distributed over 10 transfer payments from August 2022 through May 2023.
- Fiscal Year – Awarded grants must be spent during the 2022-23 fiscal year.
- Grant Conditions – Continue PBIS monitoring inventory to determine fidelity and progress in implementation of PBIS and report to COP team by December 2022.
- Next Steps for 2022-2023 – Calendar LACOE trainings, meet with SENECA, hire BIIs.

Service Provider Tracking

- In preparation for the next benchmark date (3/8/2022) when the district will extract data and send letters, notifying parents/guardians of students who receives less than 70% of services, COP ran data on 2/4/2022 for your review.

3. Update on School-Wide Assessments

- **Annual ELPAC (EL), NWEA Map (K-5), SBAC (3-5) and PFT (5), CAST (5)**

Testing Schedule

- ELPAC – February 7 - March 4, 2022
- NWEA MAP – March 7 – March 11, 2022
- CAASPP – April 19 - April 26 (3rd); April 27 - May 5 (4th); and May 9 – May 18 (5th)
- Physical Fitness Text – April 25 – April 29, 2022
- CAST – May 23 – May 27, 2022

- **Social Emotional Learning - Satchel Pulse Preview**
PowerPoint was presented

4. Update on Intervention and Enrichment

- **PAE Music Program**

Recommendation: To contract Parker Anderson Enrichment Program to provide music instruction for the remainder of the school year, for a total of \$13,000.

5. Update on School Plans

- **LCAP**
No update
- **ESSER III**
No update
- **Extended Learning Opportunity Program (ELOP)**
PowerPoint was presented

c. Director of Operation's Report

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

1. Update on Attendance

<i>Instruction Type</i>	<i>Number of Students</i>
Total Enrollment as of February 15, 2022	330
In-Person Instruction	312
AB-130 Independent Study Long Term	18

2. Update on Enrollment

<i>Grade</i>	<i># of Sections</i>	<i>Expected Cohort</i>	<i>Current Cohort</i>
TK/K	2	52	53
1st	2	52	48
2nd	2	52	54
3rd	2	54	54
4th	3	78	70
5th	2	52	51
Total	13	340	330

3. Prop 39 Facilities Request Application

- School has received the Preliminary Prop 39 offer from LAUSD – Projected ADA is 323.
- School's response to the District's Preliminary Offer is due on March 1, 2022.

4. State and Local Mandated Reports

CALPADS Fall 2 Submission

- Report is based on Census Day (October 6, 2021)
- Primary Data collected and submitted includes:
 - Student Course and Enrollment
 - Staff Assignment
 - Full-Time Equivalency
 - English Learner Education Services
- Official submission window: January 4, 2022 to March 11, 2022
- Certification deadline: March 11, 2022
- No amendment windows

5. Completion and Submission of Form 700

- The 2021 SY Form 700 has been prepared for Board Members and Administration
- Complete and return the form as soon as possible.
- The signature **MUST** be in **BLUE** ink

6. Update on Legislation

SB114

- Existing law entitles an employee who works in California for the same employer for 30 or more days within a year from the commencement of employment to paid sick days.
- Under existing law, an employee accrues paid sick days at a rate of not less than one hour per every 30 hours worked, subject to certain use, accrual, and yearly carryover limitations.
- Existing law, until September 30, 2021, provided for COVID-19 supplemental paid sick leave for covered employees. Existing law entitled a covered employee or provider to 80 hours of COVID-19 supplemental paid sick leave, as specified, and set the compensation for that leave.
- This bill, beginning January 1, 2022, until September 30, 2022, would provide for COVID-19 supplemental paid sick leave for covered employees who are unable to work or telework due to certain reasons related to COVID-19.
- The bill would entitle a covered employee to 40 hours of COVID-19 supplemental paid sick leave if that employee works full time or was scheduled to work, on average, at least 40 hours per week for the employer in the 2 weeks preceding the leave date.
- This bill would specify the compensation rate for nonexempt and exempt covered employees. The bill would require the Labor Commissioner to enforce these COVID-19 supplemental paid sick leave provisions and make publicly available a model notice relating to COVID-19 supplemental paid sick leave.

AB22

Existing law, covering the period from the 2014–15 school year to the 2021–22 school year, requires, as a condition of receipt of apportionments for pupils in a transitional kindergarten program, a child who will have their 5th birthday between September 2 and December 2 to be admitted to a transitional kindergarten program maintained by a school district or charter school. Existing law revises the timespans for those mandatory admittance requirements to be phased in from the 2022–23 school year to the 2025–26 school year, as provided, at which time a school district or charter school, as a condition of receipt of apportionments for pupils in a transitional kindergarten program, would be required to admit to a transitional kindergarten program maintained by the school district or charter school a child who will have their 4th birthday by September 1.

- From the 2014–15 school year to the 2021–2022 TK age range = September 2 to December 2
- In the 2022–23 school year - TK age range = September 2 to February 2
- In the 2023–24 school year – TK age range = September 2 to April 2
- In the 2024–25 school year – TK age range = September 2 to June 2
- In the 2025–26 school – TK age range = September 2 to September 1

d. Financial Report

This is an update on what has transpired since the previous board meeting. (Per attached report)

1. Budget to Date: Ms. Jean Yang reviewed the financial report that entailed the following items:

FY22 State Updates

- Plans halfway completed – Pre-K and ELOP due June 30, 2022
- Iterative process with many changes to Governor’s proposal
- Over next 4 years, TK age cutoff for full LCFF funding will move back

FY22 2nd Interim Financial Report

- FY22 Net Income at 6.3K, decreased 9K from previous forecast
- FY22 Net Income decreased 9K mostly due to LCFF (ADA% - 95.8%-92.5%)
- If FY22 Held Harmless, ADA would increase from 307 to 327
- Cash flow projected to end at 3.73 million, 119 days cash on hand

VI. DISCUSSION, INFORMATION, AND POSSIBLE ACTION ITEMS

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 to Charter Petition and Facilities' Plan

The material revision has been accepted by the Charter Schools Division and this item is moving forward with a recommendation. Board action will be anywhere between 60 and 90 days.

c. World Language Acquisition Staffing

It is recommended to separate by grade level primary (Campus One) & Upper Grades (Campus Two). Have one 80% FTE Teacher for campus one and one 80% FTE teacher for campus two until campus one teacher is hired. The teacher with 100% FTE will be the lead teacher. A monthly meeting will be scheduled with the Board’s Education Committee for accountability and oversight.

d. School-wide Surveys

A PowerPoint was presented with the following items:

- Long Standing Programs
- New Programs
- Professional Development Needs
- ELOP

e. Universal Pre-Kindergarten Program (UPK)

A PowerPoint was presented on the Universal Pre-Kindergarten Program.

f. Possible Change in the Public Lottery Date

They have recommended to move the Lottery date from May to March, to be able to plan for UPK.

g. Technology Positions

The School Leadership Council (SLC) members had a meeting on February 9, 2022, and two options were presented:

1. Keep both technology positions: 2 people; One as Instructional Technology Coordinator (Exempt - supervisory role); one as Assistant Instructional Technology (Non-Exempt, Classified).
2. Dissolve both positions and create one Information Technology (IT), a non-exempt, classified, non-supervisory position. This position will still be funded from one-time ESSER funding. Reinstate the vacancy of Assistant Operations and Logistics (AOL), a non-exempt classified position.

h. Review of Classified Salary Table

The Classified Salary Table was reviewed and revised.

i. Request for Employee Stipend Policy

A request was made for the following:

- After-School Intervention
- After-School Enrichment
- Grade Level Chair Annual Stipend
- World Language Stipend
- RSP Teacher Stipend
- Board Committee Meetings (Diversity and Outreach, Charter Implementation)
- Year-Book Committee (Limited Hours)
- AB-130 Independent Study – Virtual Instruction Preparation
- COVID-19 Instruction Related Paperwork
- Teachers receive a \$35.00 per hour stipend, when they must give up their prep period to substitute for an absent colleague (Specials).
- Based upon the financial stability of the school, all employees may be eligible, to receive additional compensation in the form of a bonus from the Governing Board.

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j. Report on LAUSD Charter Schools Division Annual Oversight

The LAUSD Annual Oversight was completed. The report should be available by the end of March.

VII. 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**

VIII. PUBLIC SESSION – REPORT OUT OF CLOSED SESSION

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

No action taken

IX. 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 the 1st Financial Interim Report**
- b. Approval is Requested for Revised Classified Salary Table**
- c. Approval is Requested for the Change in the Annual Lottery Date and Resolution**

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

Recommend approval

Motion by: Dr. Velarde
Seconded by: Mr. Shirvanian
Vote: Approved Unanimously

X. FUTURE AGENDA ITEMS

The Board will discuss items for future Board meeting agendas

- Review and approve the stipend policy
- NWEA MAP
- CSD Oversight Report
- Staff Survey Results for:
 - Expanded Learning Opportunities Program
 - Newly Adopted Ararat Charter School Program
 - Long-Standing Ararat Charter School Program
 - Professional Development Needs

XI. NEXT BOARD MEETING DATE

March 17, 2022, at 6:30 pm

XII. ADJOURNMENT

The meeting was adjourned was at 10:02pm