



MINUTES



GOVERNING BOARD MEETING ARARAT CHARTER SCHOOL

June 16, 2022

6:30 pm

Regular Meeting

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

Topic: ACS Governing Board Meeting

Time: Jun 16, 2022, 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/82635013151>

Meeting ID: 826 3501 3151

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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 6:31pm.

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 checked="" type="checkbox"/>
Karim Merzian	<input type="checkbox"/>	<input checked="" 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: Ms. Horvat
Seconded by: Dr. Velarde
Vote: Approved Unanimously

III. APPROVAL OF MINUTES OF BOARD MEETING OF April 21, 2022

Recommend approval

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

IV. APPROVAL OF CHECK AND CREDIT CARD REGISTERS

Recommend approval

Motion by: Mr. Shirvanian
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. English Learner Instruction

- No Update

2. Special Education

- No Update

3. School-Wide Assessments

- No Update

4. Intervention and Enrichment

- No Update

5. School Plans

The following items were presented and discussed to the Governing Board.

- LCAP
- ESSER III
- Extended Learning Opportunity Program (ELOP)
- Universal Pre-Kindergarten (UPK)

c. Director of Operation's Report

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

1. School-Wide Attendance

- Year-to-date monthly attendance report by grade level

Gr	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage
	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11
	08/17/2022 to 09/10/2021	09/13/2021 to 10/08/2021	10/11/2021 to 11/05/2021	11/08/2021 to 12/03/2021	12/06/2021 to 12/31/2021	1/17/2022 to 02/11/2022	02/14/2022 to 03/11/2022	03/14/2022 to 04/08/2022	04/11/2022 to 05/06/2022	05/09/2022 to 06/03/2022	06/04/2022 to 06/14/2022
K	85.44%	76.88%	92.74%	80.19%	76.04%	87.69%	94.44%	94.76%	95.35%	89.47%	86.52%
1 st	86.31%	90.06%	80.38%	91.50%	93.67%	93.22%	92.65%	94.21%	95.46%	93.39%	93.31%
2 nd	78.68%	74.39%	88.06%	88.43%	64.26%	87.69%	93.00%	89.61%	91.36%	91.03%	84.66%
3 rd	74.77%	85.60%	93.17%	86.86%	87.15%	87.06%	94.76%	93.48%	93.97%	91.09%	87.36%
4 th	82.12%	91.25%	92.21%	77.26%	92.71%	92.18%	95.64%	94.44%	93.90%	92.78%	90.00%
5 th	60.04%	85.23%	91.02%	91.19%	87.86%	88.34%	94.04%	89.43%	92.29%	92.98%	91.15%
K-5 th	77.97%	84.22%	89.80%	85.38%	83.89%	89.45%	93.85%	92.73%	93.70%	91.81%	89.03%

2. **Enrollment**

- Latest student enrollment report by grade level

<i>Grade</i>	<i># of Sections</i>	<i>Expected Cohort</i>	<i>Current Cohort</i>
TK/K	2	52	53
1st	2	52	46
2nd	2	52	52
3rd	2	54	52
4th	3	78	70
5th	2	52	51
Total	13	340	323

3. **2021-2022 Prop 39 After-Hours Facilities Use**

- LAUSD is charging the Charter School for the 2021-2022 after hour use of the facilities for a total amount of \$3,916.36.

4. **State and Local Mandated Reports**

- No current update on any mandated reports submitted to the Authorizer, County, State, or Federal entities

5. **2022-2023 Lottery and Enrollment Update**

- Report on the percentage of returning students. and the number of applicants per grade level

**2022-2023 Student and Cohort Count
WITHOUT MATERIAL REVISION**

Grade	Number of Section	Cohort Count	Students Returning	Exempt	Cohort Count
TK	1	12	0	6	12
K	3	52	1	23	52
1	2	52	52	1	52
2	2	47	47	2	47
3	2	54	53	0	54
4	2	53	53	0	53
5	2	70	70	0	70
	14	340	277	32	340

6. **COVID-19 Related School Compliance Items**

- With the State of Emergency status lifted, it is expected for the Charter School to hold all the board meetings in person. To comply with the Brown Act Requirements.

7. **Update on Legislation**

- No update on any State or Federal legislation that impacts the Charter School

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. Facility Purchase

No update from the Governing Board Facilities Committee in regard to efforts for purchasing a private site.

b. Material Revision to Charter Petition

The material revision to expand at the elementary level has been withdrawn. The school's leadership and teaching team will work to improve student outcomes.

c. 2022-2023 Board Meeting Calendar

The proposed 2022-2023 school year board meeting calendar was shared and reviewed.

d. Board Finance Committee Meeting

Update from the April 21, 2022, Finance Committee meeting. See Governing Board minutes attached.

e. 2022-2023 Salary Tables

The salary table for the following classifications were reviewed:

- Certificated Exempt – 10 months
- Certificated District Intern – 10 months
- Classified Non-Exempt – 10 to 12 months
- Classified Exempt – 12 months
- Admin – 11 and 12 months

f. 2021-2022 Longevity Stipend

The board reviewed the proposed longevity stipend table, see attached.

g. Mental Health Day Leaves

Proposal for including paid time off as mental health day

- According to recent data from the Centers for Disease Control (CDC), symptoms of anxiety disorder and depressive disorder increased considerably in the United States during the summer of last year in comparison to that same timeframe in 2019. A survey conducted by the HR Exchange network showed that employee self-reports of burnout increased from 42% pre-pandemic to 72% in August of 2020.
- Taking a mental health day is the right of the employee, and employers with 50 or more employees are under federal contract, and employees are protected by federal labor and anti-discrimination laws that prevent employers from penalizing the employees for taking time off for mental health.
- Proposal: To increase the Accrued Paid Time-Off (PTO) days as follows:
 - 10 M Exempt Employees: 12 days per year – This includes up to 5 days of Personal Necessity (PN) days, and 2 M Health (MH) days
 - 11 M Exempt Employees: 12 days per year – This includes up to 5 days of Personal Necessity (PN) days, and 2 Mental Health (MH) days
 - 10 M Non-Exempt Hourly Employees: 5 days per year – includes 2 Mental Health (MH) days

h. Insurance for Computing Devices

Proposal for obtaining an insurance policy for all computing devices with "School Device. Insurance" company.

- i. **2022-2023 CharterSAFE Insurance Renewal**
Review of the proposed CharterSAFE insurance quote for the 2022-2023 school year
 - Rate comparison:
 - 2019-2020 - \$50,829.00
 - 2020-2021 - \$61,560.00
 - 2021-2022 - \$61,993.00
 - 2022-2023 - \$72,618.00
- j. **Multi-Year Agreement and Scope of Work with Edtec**
 - Review of the proposed SOW and contract
- k. **Approval of IT Consultant Contract**
Review of the received request for proposal for IT consultant contract with “Nerdy Warriors”.
- l. **Expanded Learning Opportunity Program Plan and Budget**
Review of the proposed ELOP/ApEX Plan and budget
- m. **Review of the Ararat Universal Pre-Kindergarten Plan**
Review of the proposed UPK Plan
- n. **Review of the 2022-2023 LCAP Plan**
Review of the proposed LCAP for the 2022-2023 school year
- o. **Review of the 2021-2022 LCAP Budget Overview for Parent**
Review of the proposed LCAP for the 2022-2023 school year
- p. **CoVerify COVID-19 Testing Agreement for 2022-2023 School Year**
Review of the 2022-2023 contract with Coverify

VII. 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:
 - FY23 Budget – May Revise**
 - FY23 One-time apportionment greater than all years combined
 - If FY22 held harmless, the ADA would increase from 299.8 to 327.1
 - FY22 Forecast**
 - FY22 net income 179k, increased 125k since previous forecast
 - FY22 increased 125k mostly due to savings in services and operations
 - Cash flow projected to end at 4.3 million, 165 days cash on hand
 - FY23 Budget**
 - 9.85% increase, increasing STRs, increased projected ADA
 - General budget stable, added staff for ELO-Program
 - Net income 213k, ELOP (800k) added to revenue and expenses

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**

IX. PUBLIC SESSION – REPORT OUT OF CLOSED SESSION

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

X. 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 2022-2023 Board Meeting Calendar**
- b. **Approval is Requested for the 2022-2023 Revised Salary Tables**
- c. **Approval is Requested to include Paid Mental Health Days at a rate of 0.5 days per month.**
- d. **Approval is Requested for Insurance for the Computing Devices**
The Governing board did not approve for Insurance for the Computing Devices.
- e. **Approval is Requested for the 2022-2023 CharterSAFE Insurance Proposal**
- f. **Approval is Requested for the Edtec Multi-Years Agreement**
- g. **Approval of Requested for the IT Consultant Contract**
- h. **Approval is Requested for the Expanded Learning Opportunity Program Plan and Budget**
- i. **Approval is Requested for the Ararat Universal Pre-Kindergarten Plan**
- j. **Approval is Requested for the 2022-2023 LCAP Plan**
- k. **Approval is Requested for the 2021-2022 LCAP Budget Overview for Parents**
- l. **Approval is Requested for the 2022-2023 CoVerify COVID-19 Testing Agreement**

Recommend approval

Motion by: Ms. Shamieh

Seconded by: Dr. Velarde

Vote: Approved Unanimously

XI. FUTURE AGENDA ITEMS

The Board will discuss items for future Board meeting agendas

XII. NEXT BOARD MEETING DATE

August 18, 2022, at 6:00 pm

XIII. ADJOURNMENT

The meeting was adjourned was at 10:09 pm.