



MINUTES



GOVERNING BOARD MEETING ARARAT CHARTER SCHOOL

September 15, 2022

6:30 pm

Regular Meeting

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

Topic: ACS Governing Board Meeting

Time: Sep 15, 2022 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/81574877980>

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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 info@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 6:31 pm.

b. Roll Call

Shakeh Avakian	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Silva Karayan	<input type="checkbox"/>	<input checked="" 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 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: Ms. Shamieh
Seconded by: Ms. Horvat
Vote: Approved Unanimously

III. APPROVAL OF MINUTES OF BOARD MEETING OF AUGUST 18, 2022

Recommend approval

Motion by: Mr. Merzian
Seconded by: Ms. Shamieh
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. **English Learner Instruction**

- Third, Fourth, and Fifth Grade teachers will have an opportunity to observe English Language Development (ELD) instruction from the EL Coordinator. This is part of the school's personalized professional development (PPD) initiative.

2. **Special Education**

- Support with the targeted students
- Support by facilitating and interacting with students during direct instruction
- Support by pulling small groups to teach key concepts and skills

3. **General Education**

- Observation opportunities to increase capacity and strategy use through Personalized Professional Development
- Kindergarten and First Grade teachers will observe a demonstration of how Write from the Beginning (WFTB) is taught in the lower grades from Ararat's Teacher on Special Assignment (ToSA). We are utilizing our in-house experts to improve the teaching and learning.
- Kindergarten teachers will observe the Principal teach Penmanship in their respective classes. The lessons utilize total physical response (TPR), the use of common terminology, and visualization to teach letter formation.
- The first round of Second, Third, and Fourth Grade teachers are enrolled to attend Guided Language Acquisition Design (GLAD) training in the month of October.
- Selected teachers are enrolled in a 25-hour classroom management course, others have had opportunities to observe their colleagues, focusing on strategy use.
- Certificated Staff Stay Survey to gauge roses and roadblocks for continuous improvement
- Tips and Tools Newsletter to support instruction and ensure alignment schoolwide

4. **Intervention/Responsive Intervention for Students' Education (RISE)**

- Based on the CAASPP assessment data for Fourth and Fifth Grade students and the NWEA MAP data for grades TK-5, intervention groups are formed for RISE and in-class small group intervention.
- The ToSA engages in Social and Emotional Learning (SEL) on Mondays and holds RISE sessions Tuesday through Friday.

5. **School-Wide Assessments**

- Overview of the 2021-2022 Post Pandemic Baseline CAASPP data (see below, after School Fiscal Plans)
- Classroom Teacher/ToSA/Principal "data chat" sessions are in progress where classroom teacher, teacher on special assignment, and principal review the teacher's NWEA MAP assessment data and form classroom intervention and RISE groups. These sessions also incorporate Performance Objectives Plan (POP-1) Specific, Measurable, Achievable, Relevant, and Time-bound (SMART) progress goals for their classes.

6. **School Fiscal Plans**

- Local Control Accountability Plan (LCAP)
- Elementary and Secondary School Emergency Relief (ESSER III) funding
- Ararat’s Program for Extended Learning (APEX)- state 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. Enrollment

<i>Grade</i>	<i># of Sections</i>	<i>Expected Cohort</i>	<i>Current Cohort</i>
TK	1	12	12
K	3	52	49
1st	2	52	51
2nd	2	52	43
3rd	2	52	52
4th	2	52	49
5th	2	68	63
Total	14	340	319

2. Attendance

Grade Level	Attendance Summary Report Month 1 08/15/22 to 09/09/22
TK/K	89.18
Grade 1	93.18
Grade 2	94.83
Grade 3	94.02
Grade 4	90.93
Grade 5	91.22
Total	92.09

3. Prop 39 Related Information

LAUSD has sent an official reminder for the 2022-2023 mandatory ADA reporting and its use to calculate the facilities' over-allocation at the end of the school year.

- The 2021-2022 P2 ADA will be used to calculate 2023-2024 space needed at the time of the Prop 39 Facilities Application on November 1, 2022

Room 24 – The School has received the following furniture for Room 24

- 12 double desks
- 24 medium size student chairs
- 1 Teacher desk
- 1 Teacher chair
- 1 Kidney table

- 1 Filing cabinet
- 2 Bookshelves
- 1 Document Reader

Pending items:

- 1 Teacher laptop
- 4 student laptops
- 1 Projector

4. State and Local Mandated Reports

- California Longitudinal Pupil Achievement Data System (CALPADS)
- End-of-Year 1, 2, 3, and 4 Reports were submitted and certified
- The California Basic Educational Data System (CBEDS) – Due date October 31, 2022
- Biennial Review Certification due to LA County Board of Supervisors - The Political Reform Act requires every local government agency to review its conflict-of-interest code biennially to determine if any changes are needed. A conflict-of-interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700).

5. CCSA Annual Conference

- California Charter School Association (CCSA) conference is to be held in Sacramento from March 13, 2023, through March 15, 2023.
- The early Bird registration fee is \$390 – expires end of September

6. Comprehensive School Safety Plan

California public schools are required to comply with California Education Code (CEC), Section 32281, in dealing with the preparation of "safe school plans" and with the Child Nutrition and Women, Infants, and Children (WIC) Reauthorization Act of 2004, Section 204 of Public Law 108-265. The plan is comprehensive and addresses violence prevention, emergency preparedness, traffic safety, crisis intervention, and Coordinated School Health. Ararat Charter School has created the Policy on Wellness and Blueprint on Wellness as a guide in creating and maintaining a safe and healthy school environment. This policy is also in compliance with LAUSD's Reference Guide 1242.6

The plan is comprised of three volumes:

Volume 1 - Prevention Programs. Volume 1 includes issues related to mandated reporting, campus safety, cleanliness, traffic and pedestrian safety, crime prevention, violence prevention, school discipline, attendance, and Coordinated School Health.

Volume 2 - Emergency Procedures. Volume 2 covers emergency preparedness and response and the California Standardized Emergency Management System (SEMS).

7. Ararat Program for Extended Learning (APEX) Overview

Parker and Anderson Enrichment Program has started its session as of Monday, September 12, 2022

Classes offered:

- ACS1 – Kids Dance Studio, Lego Robotics
- ACS2 - Runway Fashion Design, Young Doctors – Pre-Med Academy, Mock Trial, Public Speaking, and Debate

APEX Enrollment as of September 12, 2022

Grade Level	Number of Students Enrolled
TK	5
K	19
1 st	18
2 nd	14
3 rd	16
4 th	14
5 th	14
Total	100

Current Waitlist:

- ACS1 – 4 students
- ACS2 – 8 students

8. Update on Legislation

AB 167 - Education budget trailer bill

Existing law requires a charter school to transmit a copy of its annual, independent financial audit report for the preceding fiscal year to specified entities by December 15 of each year.

- This bill extended the due date of the independent financial audit report for the 2020–21 fiscal year to January 31, 2022.

Existing law requires that a school district, county office of education, or charter school that was prevented, due to certain reasons, such as natural disasters, the inability to secure or hold a teacher, or the illness of the teacher, from maintaining its schools during a fiscal year for at least 175 days, to receive the same apportionments as if it had not been prevented from maintaining 175 full-length days, as provided.

- This bill requires a school district or county office of education to only be prevented from maintaining 180 full-length days instead of 175 full-length days for that provision to apply. The bill, from September 1, 2021, to June 30, 2022, inclusive, would prohibit the LEA from receiving the benefit of that provision if the school closure was due to impacts from COVID-19, except as provided.

AB 181 - Education budget trailer bill

Existing law includes average daily attendance (ADA) as a component of the calculation under the Local Control Funding Formula (LCFF). Existing law requires a school district’s ADA to include the 2nd Principal Apportionment (P2) for the current fiscal year or the prior fiscal year if the prior year ADA is greater, as specified. However, the existing law requires the ADA for charter schools to be the total current year average daily attendance in the corresponding grade level ranges for the charter school.

- This bill requires for the 2021–22 fiscal year for the local educational agencies (LEA) that meet specified requirements relating to independent study to calculate an attendance yield for the 2019–20 and 2021–22 fiscal years, as specified, and to adjust the 2021–22 fiscal year average daily attendance ADA for purposes of apportionments under the LCFF.

Existing law, requires a pupil to be excused from school for specified types of absences, including, absence for the benefit of the pupil’s mental or behavioral health. Existing law requires the State Board of Education to update its illness verification regulations, as necessary, to account for

including a pupil's absence for the benefit of the pupil's mental or behavioral health within the scope of this provision.

- This bill deleted the above-described requirement on the state board.

Existing law authorizes LEA to provide an independent study program and courses to pupils enrolled in kindergarten and grades 1 to 12, inclusive, in accordance with prescribed conditions. Existing law prohibits a LEA from being eligible to receive apportionments for independent study by pupils unless the LEA has adopted and implemented written policies, including a requirement that a current written agreement with specified content for each independent study pupil is maintained on file, and authorizes a LEA to claim apportionment credit for independent study only to the extent of the time value of pupil work products. Existing law prohibits an individual with exceptional needs from participating in the independent study unless the pupil's individualized education program (IEP) specifically provides for that participation.

- This bill makes various changes to these provisions, including requiring the certificated employee designated as having responsibility for the special education programming of the pupil to sign the written agreement, as specified, and authorizing LEAs to claim apportionment credit for independent study for the combined time value of pupil work product and pupil participation in synchronous instruction, as provided. Upon a parent or guardian of an individual with exceptional needs requesting the independent study, as provided, the bill would require the pupil's IEP team to make a determination as to whether the pupil can receive a free appropriate public education in an independent study placement.

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:

FY23 State Updates

- Improved LCFF funding for all; high UPP charters to receive even more
- FY22 Hold Harmless revenue recognition split between FY22 and FY23

2021-2022 Unaudited Actuals Financial Report

- FY22 UAR net income 199.8k, increase mostly due to expensive savings
- FY22 ending cash 3.8M, 130 days cash on hand

FY23 Forecast Update

- Net income 453k, decreased 142k since approved forecast
- Project ending cash 4.97M, 181 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. Facility Purchase

No update

b. Material Revision to Charter Petition

No update

c. Measures to Prevent Defacing School Facilities

A letter was sent to families regarding damaging school property. See attached.

d. Measure RR

- Upgrade/Equip Schools with 21st Century Technology \$182.5M
 - Refresh all student devices that reach the end of life
- Cart and Apple laptops at campus 2 for World Language Instruction
- 4 Apple desktops for office personnel at both campuses
- 28 desktops at campus 1 in the MPR
- 40 iPads and 2 carts for APEX program between both campuses

e. 2022-2023 Comprehensive School Safety Plan

Review of the updated 2022-2023 Safe School Plan. See attached.

f. Additional Instructional Support for World Language

Hiring one (1) full-time Instructional Aide to support the instruction of Armenian

g. World Language P² (Parent Plus) Program

The introduction of the World Language P² Program intended to create a language-learning partnership with parents.

h. Capacity Development and Employee Retention Policy and Resolution

Reimbursement program for out-of-the-classroom administrators and positions that are difficult to fill.

- Clearing Administrative Credential – about 6K
- Obtaining Preliminary Administrative Credential – up to 1.5K
- Clearing Preliminary Education Specialist Credential – about 6K
- Obtaining a Reading Certificate – about 2K

i. Independent Study

This IS Policy includes the recommended revisions to align the policy with AB167 and the more recent AB181 (2022 budget trailer bill).

The requirement to provide independent study pursuant to AB130 (pandemic IS) is a mandate for the districts. For charter schools, AB130 was always optional. However, if the School opts to provide IS for more than 14 school days, then all the AB130 criteria will apply.

The recommendation is not to provide synchronous instruction and live interaction (required per AB130); therefore, we must not offer IS for more than 14 school days, cumulatively. If the School allows a student to be on IS longer than 14 school days, then AB130 automatically kicks in, and the School is legally required to provide synchronous instruction and live interaction.

The revised policy also reflects a maximum IS term of 14 cumulative school days. This will ensure that the requirement to provide synchronous instruction and live interaction will not be triggered. IS for 14 days or less also does not trigger tiered engagement strategies or the transition plan – though we can choose to continue implementing those if we wish to. However, we are under no legal obligation to.

If a student is unable to attend in person for LONGER than 14 cumulative school days, then your classroom-based attendance policy will kick in, and the absence will be marked as “excused” or “unexcused” based on the circumstances. We will be unable to collect ADA for either type of absence. Please also note that homework makeup must also be provided for students with excused absences.

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

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.

Approval is Requested for the Additional Instruction Support by Hiring One Full-Time Instructional Aide
Approved, as the need is determined by administration.

- a. **Approval is Requested for the 2022-2023 Consolidated Application for Title Funds (ConApp)**
- b. **Approval is Requested for the 2021-2022 Unaudited Actuals Financial Report**
- c. **Approval is Requested for the 2022-2023 Education Protection Plan (EPA)**
- d. **Approval is Requested for the 2022-2023 Comprehensive School Safety Plan**
- e. **Approval is Requested for the Additional Instruction Support by Hiring One Full-Time Instructional Aide**
- f. **Approval is Requested for Exploring The World Language P² Program**
- g. **Approval is Requested for the Capacity Development and Employee Retention Policy and Resolution**
- h. **Approval is Requested for the Revised Independent Study Policy**

Recommend approval

Motion by: Mr. Merzian

Seconded by: Ms. Horvat

Vote: Approved Unanimously

X. FUTURE AGENDA ITEMS

The Board will discuss items for future Board meeting agendas

- *NWEA MAP Data*

XI. NEXT BOARD MEETING DATE

November 3, 2022, at 6:30 pm

XII. ADJOURNMENT

The meeting was adjourned was at 11:02 pm.