



MINUTES



GOVERNING BOARD MEETING ARARAT CHARTER SCHOOL

November 03, 2022

6:30 pm

Regular Meeting

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

Topic: ACS Governing Board Meeting

Topic: ACS Governing Board Regular Meeting

Time: Nov 3, 2022 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/88905977136>

Meeting ID: 889 0597 7136

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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 6:30 pm.

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 type="checkbox"/>	<input checked="" 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: Ms. Shamieh

Seconded by: Ms. Horvat

Vote: Approved Unanimously

III. APPROVAL OF MINUTES OF THE BOARD MEETING OF SEPTEMBER 15, 2022

Recommend approval

Motion by: Mr. Merzian

Seconded by: Dr. Karayan

Vote: Approved Unanimously

IV. APPROVAL OF CHECK AND CREDIT CARD REGISTERS

No approval required

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 directions to staff following a presentation.

b. **PRINCIPAL'S REPORT**

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

1. **Assessments**

- Gifted and Talented Education (GATE)
 - 3 students are taking the GATE test on November 16, 2022
- Review NWEA MAP Assessments Results
- California Assessment of Student Performance and Progress (CAASPP) (Preview of Results)

2. **English Learner Instruction**

- Initial ELPAC Testing
 - 37 students took the Initial ELPAC: 51% tested NOVICE, 28% tested Intermediate, and 19% tested IFEP (Initial Fluent English Proficient)
 - Score Reports have been released to parent
- Teacher Support
 - ELD demonstration lesson for Grades 3, 4, and 5 using strategies to support Designated ELD time
 - Modeling Write from the Beginning Lessons in Grade 4
 - Professional Development on PowerSchool
 - Classroom Management Observations in grades TK-5 with follow-up debriefs

3. **Special Education**

- Review of Caseload and eligibilities
- Professional Development Opportunities for the SPED Team and SPED Coordinator
- Impact of the LAUSD and Ransomware

4. **General Education**

- Employees Performance Evaluations and Informal Observations
 - Between 10/10 and 12/16 principal will conduct 18 formal employee evaluations.
- Data Talks and POP 1 Goals
- Bi-Monthly Grade-Level Chair meetings
 - Teachers share promising practices, concerns are brought forth, issues are resolved, teaching and learning strategies are shared.
- Professional Development Days during the school year
 - Accelerated Reader; Special Education.
 - Discuss NWEA MAP data
 - Share Stay Survey results
 - CAASPP data results will be revealed after winter break when data is publicly available

- Social and Emotional Learning
 - Students needing SEL support have been identified by the classroom teachers and the Satchel Pulse screener. SEL topics include Impulse Control, Integrity, Self-Management, Self and Social Awareness, Being Kind and Respectful, Listening, Being Prepared and Organized, Understanding Emotions – Matching an Emotion to a Problem.
 - Schedule is on Mondays in half-hour blocks serving both campuses, serving 22 students.

- Update on JEDI Initiative
 - Teachers engaged in JEDI professional development on October 10 and goals for this year were discussed.
 - Parent Meeting on Wednesday, November 9 at 6:00 pm

- Update on the collaboration with the Chicago School of Psychology
 - Currently in the planning stages – HIPPA regulations, professional development for parents, teachers, students, solidifying needs both whole group and individual, and interviewing candidates.

- Stay Survey Results (See attached)

- Parents as Partners and Parent Meetings
 - Fifth Grade Middle School Parent Meetings – three middle schools spoke to our parents about prospective choices via Zoom
 - School Leadership Council, English Learner Advisory Committee, and Cappuccino with the Principal

5. Intervention/Responsive Intervention for Students' Education (RISE)

- During the school day
 - DIBELS assessments create the 10-day Burst lessons; after 10 days, ToSA reassesses students and a new set of 10-day lessons are taught.
 - Focus is on fluency, comprehension, and writing skills.
 - Total students served weekly = 36

- After-school mathematics
 - Select K – 5th grade students receive after-school mathematics RISE. There is one program on each campus.
 - Total students served weekly @ campus 1 =25
 - Total students served weekly @ campus 2 =23

6. School Fiscal Plans

- LCAP
- ESSER III
- Extended Learning Opportunity Program (ELOP)
- Universal Pre-Kindergarten (UPK)
 - Vision
 - Support our existing and incoming families with their transitional kindergarten students
 - Prepare these students for kindergarten readiness and success beyond the primary grades.
 - Allow students to further develop their social and emotional skills and be ready to actively engage in academics at the kindergarten level
 - UPK and APEX
 - The Charter School’s Administration will be responsible for overseeing and connecting the UPK with the ELOP and ensuring that students' needs are met by offering extended programming, language, and social-emotional support.
 - Committee
 - Principal; DOC; EL Coordinator; Sped/Title I Coordinator; Classroom teachers; Classified staff
 - Students with Special Needs
 - The Special Education/Title I Coordinator, as well as the Resource Teacher will be responsible for the inclusion of students with disabilities in the UPK classroom.

c. DIRECTOR OF OPERATION'S REPORT

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

1. Enrollment

- Latest student enrollment report by grade level

<i>Grade</i>	<i># of Sections</i>	<i>Projected Cohort</i>	<i>Current Cohort</i>
TK	1	12	12
K	3	52	53
1st	2	52	54
2nd	2	52	50
3rd	2	52	53
4th	2	52	50
5th	2	68	63
Total	14	340	336

2. Attendance

- Aggregated Average Daily Attendance Report

Grade	Attendance Percentage	Attendance Percentage	Attendance Percentage
	Month 1	Month 2	Month 3
	08/15/2022 to 09/09/2022	09/12/2022 to 10/07/2022	10/10/2022 to 11/04/2022
K	89.18%	89.33%	92.79%
1 st	93.28%	92.66%	92.98%
2 nd	94.83%	95.01%	94.77%
3 rd	94.02%	91.18%	93.38%
4 th	91.04%	94.04%	96.20%
5 th	91.44%	93.73%	96.53%
<i>K-5th</i>	<i>92.11%</i>	<i>92.53%</i>	<i>94.41%</i>

3. Grade Level, Sections, and Cohort Configuration for the 2023-2024 School Year

Presentation of 2023-2024 configuration based on the anticipated enrollment (see attached)

4. Prop 39 Related Information

The 2023-2024 Facilities Request Application was submitted by November 1, 2022, into a designated DropBox folder.

Documents submitted include:

- The List and Intend to Re-Enroll Forms of Meaningfully Interested Students
 - 268 - Current TK-4 Grade Cohorts
 - 109 - 2022-2023 Waitlist
 - 8 - 2023-2024 Incoming Exempt Students
 - 135 - 2023-2024 Lottery Applicants
- List of SPED students and their services, including weekly minutes (300 Report)
- RSP Schedule
- SPED Paraprofessionals Schedules
- SPED Service Providers Schedules

5. State and Local Mandated Reports

CBEDS data was submitted to the California Department of Education (CDE) on **October 31, 2022.**

6. Ararat Program for Extended Learning (APEX) Overview

APEX ENROLLMENT as of 11/2/22	
<i>Grade Level</i>	<i>Number of Students Enrolled</i>
TK	4
K	29
1 st	27
2 nd	19
3 rd	20
4 th	20
5 th	21
Total	140

APEX Staffing as of 11/2/22	
<i>Position</i>	<i># of Employees</i>
Enrichment Coach	6
Academic Coach (RISE)	2
Program Coordinator	2
Operation Lead	1
Admin on Demand	1
Admin	1

7. Update on Legislation
No update

d. FINANCIAL REPORT

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

1. Budget to Date
No update

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 regards to efforts to purchase a private site.

b. School-Wide Attendance Policy

Review of the Attendance Policy that will allow the Charter School to maintain the necessary ADA and address trancies. The policy describes the procedures taken by the school to:

- Re-engage families for student attendance
 - List of acceptable and excused absences and duration
 - Process for addressing truancy
 - Process for students who are not in attendance in the beginning of the year.
- Students who are not in attendance on the first (1st) day of the school year will be contacted by phone to ensure their intent to enroll in the Charter School.
 - Students who have indicated their intent to enroll but have not attended by the third (3rd) day of the school year and do not have an excused absence will receive a letter indicating the student's risk of dis-enrollment.
 - Students who have indicated their intent to enroll but have not attended by the fifth (5th) day of the school year and do not have an excused absence will receive a phone call reiterating the content of the letter.

- Students who are not in attendance by the sixth (6th) day of the school year and do not have an excused absence will receive an Involuntary Removal Notice and the CDE Enrollment Complaint Notice and Form. The Charter School will follow the Involuntary Removal Process, which includes an additional five (5) school days for the parent/guardian to respond to the Charter School and request a hearing before dis-enrollment.
- c. **2023-2024 Annual Calendar**
Review of the proposed annual calendar for the 2023-2024 school year
- d. **Update on WASC**
Update on the upcoming WASC Committee Visit. Schedule below:
- November 28-30, 2022
 - November 28 1:00 pm – meeting with parents and community
 - November 28 2:00 pm – meeting with Curriculum, Instruction, and Assessment Committee
 - November 29 8:15 am – meeting with Governing Board members
 - November 29 1:00 pm – meeting with Organization and School Culture Committee
- e. **CSD Compliance Monitoring Certification**
Review of the Charter School Compliance Monitoring Certification Criterion
- f. **Update from World Language Committee Meeting**
Update on the Language Committee’s meetings, progress, and future projects
- Bi-monthly collaboration and planning meetings
 - Reviewing books and teacher-created materials
 - Support from an external consultant
- g. **Instructional Assistant for Spanish Language Acquisition**
Recommendation to recruit an Instructional Aide to assist during the Spanish Language Instruction

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.

- a. Approval is Requested for the School-Wide Attendance Policy**
- b. Approval is Requested for the 2023-2024 Annual Calendar**
- c. Approval is Requested for the CSD Charter School Compliance Monitoring Certification**
- d. Approval is Requested for hiring an Instructional Assistance for Spanish Language Acquisition**

Recommend approval

Motion by: Ms. Shamieh
Seconded by: Ms. Horvat
Vote: Approved Unanimously

X. FUTURE AGENDA ITEMS

The Board will discuss items for future Board meeting agendas

XI. NEXT BOARD MEETING DATE

December 15, 2022, at 6:30 pm

XII. ADJOURNMENT

The meeting was adjourned was at 11:05 pm.