

MINUTES

GOVERNING BOARD MEETING

ARARAT CHARTER SCHOOL

6555 Sylmar Ave., Van Nuys

January 23, 2019

6:30 pm

Regular Meeting

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 are available to all audience members at the door to the meeting.
2. “Request to Speak” forms are available to all audience members who wish to speak on any agenda or non-agenda items or under the general category of “Oral Communications.”
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 will not exceed fifteen (15) minutes. 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 Speak” 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 from the podium 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.

Americans with Disabilities

The Ararat Charter School adheres to the Americans with Disabilities Act. Should you require special accommodations, or more information about accessibility, please contact us at least 48 hours in advance at 818-994-2904, or agharibi@araratcharterschool.com. All efforts will be made for reasonable accommodations.

I. OPEN SESSION

A. CALL TO ORDER:

Meeting was called to order by Board Chairperson, Shakeh Avakian at 7:05pm.

B. ROLL CALL

	Present	Absent
Shakeh Avakian	<input checked="" type="checkbox"/>	<input type="checkbox"/>
John Henderson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Silva Karayan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hermine Mahseredjian	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Giuliana Velarde	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Rosemarie Shamieh	<input checked="" type="checkbox"/>	<input type="checkbox"/>

C. APPROVAL OF MINUTES OF BOARD MEETING OF NOVEMBER 14, 2018
Recommend approval

Motion by: Mr. Henderson
Seconded by: Prof. Mahseredjian
Vote: Approved Unanimously

D. APPROVAL OF CHECK REGISTER
Recommend approval

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

II. 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

None

B. PRINCIPAL’S REPORT. (Attachment)

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

1. Update on school calendar of events

- Wednesday, December 19, 2018 – Winter Program ACS1 & ACS2
- Thursday, December 20, 2018 to Friday, January 4, 2019 – Winter Break
- Monday, January 7, 2019 – School Reopens
- Thursday, January 17, 2019-Riley’s Farm Informational Meeting
- Friday, January 18, 2019-Fire Fighter Visit @ Campus 1
- Monday, January 21, 2019 – Martin Luther King Day – No School
- Tuesday, January 22-25, 2019-National School Choice Week
- Monday, January 28, 2019-National School Choice/PBIS Assembly
- Wednesday January 23, 2019-Pajama Day

- Thursday, January 24, 2019 – Award Assembly – ACS 1 @ 7:50am – ACS 2 @ 2:00pm
- Thursday, January 25, 2019-Parent Involvement Committee Meeting
- Friday, January 25, 2019 – Skateland Fundraising event
- Wednesday, January 30, 2019 – Parent SBAC Workshop @ 3:30pm Campus 2 – Room 43

2. Update on School Fundraising

- World’s Finest Chocolate Sales: \$5,580

3. Field Trips:

- 3rd Field Trip- Leonis Adobe Museum December 6, 2018

4. Update on Enrollment

Grade	Sections per grade level	# of Students	Total
K	2	48	50
1	3	83	83
2	2	55	56
3	2	56	56
4	2	46	46
5	2	52	52
Total			340

5. Update on Prop 39

Proposition 39 (“Prop. 39”) is a state law passed by California voters in 2000, which requires school districts to make facilities (including both classroom and non-classroom spaces) available to public charter schools serving students who reside in the district.

After the passage of Prop. 39, each school district must make available, to each eligible charter school operating in the district, facilities sufficient for the charter school to accommodate all of its in-district students in conditions reasonably equivalent to those in which the students would be accommodated if they were attending other public schools of the district.

LAUSD responded to ACS’s Prop 39 application and accepted ADA that was submitted in November. The District has accepted Charter School in-district classroom ADA projection for the 2019- 2020 fiscal year, as follows: 329.99.

6. Audits, Reviews, & Mandated Reporting

a. CALPADS

- Fall 1 has been certified
- 2018–19 Enrollment Counts
- 2017–18 Grads and Drops
- English Language Acquisition Status
- Immigrant Counts
- Free/Reduced Price Meal Eligibility

b. SARC

Since November 1988, state law has required all public schools receiving state funding to prepare and distribute a SARC. A similar requirement is also contained in the federal Elementary and Secondary Education Act (ESEA). The purpose of the report card is to provide parents and the community with important information about each public school. A SARC can be an effective way for a school to report on its progress in achieving goals. The public may also use a SARC to evaluate and compare schools on a variety of indicators.

- Demographic data
- School safety and climate for learning information
- Academic data
- School completion rates
- Class sizes
- Teacher and staff information
- Curriculum and instruction descriptions
- Postsecondary preparation information
- Fiscal and expenditure data
- SARC (School Accountability Report Card) is DUE February 1, 2019

c. Wilkinson’s Financial Audit:

- 17-18 Financial Audit report has been completed
- No findings have been identified on report

7. Update on Facilities:

- 18937 Saticoy Street Reseda CA, Site Map has been created with Redhook and Facilities Committee
- ACS has submitted enrollment projections/budget assumptions to Redhook
- Red Hook will be presenting cost proposal - RedHook’s representative Marisa Quintanar and David Hyun presented a multi-year plan with various budget scenarios.

It was decided that Edtec will update the multiyear budget with rapid enrollment increase. The Finance Committee will review the budget prior to the Board engaging in the contract negotiations.

8. Update on LAUSD Oversight Visit Report: The Board would like for the Charter Implementation Committee to meet and review the report in detail and set procedures in place to refrain from reoccurring findings. Please refer to Oversight Report handout for details

Summary of LAUSD Ratings:

Governance	Student Achievement and Educational Performance	Organization, Management, Programs, Operations	Fiscal Operations
3	3	2	3

C. FINANCIAL REPORT

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

- 1. Budget to date:** Ms. Kristin Dietz gave a comprehensive report on January Financials. The report contained the following subjects:

- a. 2017-18 Audit Recap:** The Audit reflected the same net income as the Unaudited Actual Revenue - \$3.64M total audited revenue
Expenses - \$3.1M audited expense
Net Income - \$551k total audited net income
Fund Balance - \$2.95M or 95% of annual budget
Conclusion - No weaknesses identified in internal controls, compliance or other matters
No findings
- b. Low Performing Student Block Grant -** Based on 6 students from Fy1617- Total Entitlement of \$11,856
- Eligibility:
Not Special Ed
Not FRL, ELL or Foster
And test score qualification
- Restrictions:
Plan development on increased academic achievement, measure of effectiveness
LCAP alignment
Discussed & adopted at regular board meeting
Funding must be spent by June 30, 2021
- Due Dates
March 1, 2019- planned expenditures, likely outcomes
November 2021- implementation, results
- c. 2018-19 1st Interim Report:** Ararat's 1st Interim Report was submitted to LAUSD on November 26th
- d. 2018-19 Enrollment Update**
P-1 ADA was 7.97 higher than forecasted ADA
Forecasted ADA will need to be adjusted to account for a similar drop
Current Forecast ADA accounts for a 2.4% decrease
- e. 2018-19 Forecast Update**
The December Forecast reflects an increase of \$16K
Ararat is projected to end fy1819 with a cash balance of \$2.9M
- f. 2019-20 State Budget Update:** First draft of state budget continues positive funding trend
- LCFF
- Additional \$2B to increase COLA from 2.57% to 3.46%
 - ~\$350/ADA over CY funding, \$90/ADA better than previous FY20 projection
- STRS
- One-time contribution of \$3B to help pay down unfunded liability
 - Employer contribution decreases from 18.13% to 17.1% in FY 20 and from 19.1% to 18.1% in FY 21
 - Projected decrease of .5% per year for the next 30 years
- Other
- COLA of 3.46% applies to other state programs (SPED, Nutrition)

- No unrestricted One-Time Funds projected \$576M in additional funding for SPED & Unduplicated (no details yet)
- Maintains current level of funding for SB-740, but no COLA increase

g. Exhibits: Attached

III. CONSENT AGENDA ITEMS

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The Principal recommends approval of all consent agenda items.

None

IV. ACTION ITEMS

A. Approval is Requested for 18-19 Governing Board Meeting Calendar (See attached)

Recommend approval

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

B. Approval is Requested for 2017-2018 SARC (School Accountability Report Card)

Recommend approval

Motion by: Prof. Mahseredjian
 Seconded by: Dr. Karayan
 Vote: Approved Unanimously

C. Approval is Requested for 22 Two-Way Radios for campus 2 in the amount of \$6578.00 – It was decided to look into purchasing other less expensive radios such as Motorola T460 pack of 10 for trial and continue on purchasing the rest if they prove to be reliable.

D. Approval is Requested for 2017-2018 School Financial Audit Report

Recommend approval

Motion by: Mr. Henderson
 Seconded by: Prof. Mahseredjian
 Vote: Approved Unanimously

E. Approval is Requested for 1st Interim Financial Report

Recommend approval

Motion by: Mr. Henderson
 Seconded by: Prof. Mahseredjian
 Vote: Approved Unanimously

F. Approval is Requested for Revisions to Student/Parent Handbook

Recommend approval

Motion by: Ms. Shamieh

Seconded by: Prof. Mahseredjian

Vote: Approved Unanimously

V. INFORMATION ITEMS/POSSIBLE ACTION:

A. Update on CCSA Conference: The annual conference will take place from March 11 through 14, 2019 in Sacramento. School has reserved three spots. Ms. Avakian expressed interest to attend this conference.

B. Update on Facilities: Marisa Quintanar and David Hyun from Redhook presented the plan and expressed that Redhook will be comfortable in financing a school with 28,000 square feet building. The Governing Board decided to hold a Finance Committee meeting before next board meeting to review the budget.

C. Update on UTLA Teacher Strike: Albite the UTLA strike and the rain storms, Ararat Charter School's attendance has not been affected significantly. Mr. Villela and Ms. Gharibi shared the conditions of the bargaining agreement between LAUSD and UTLA

D. Update on New Board Member Selection:

E. Update from Diversity Committee: Ms. Shamieh reported on the committee's meeting that took place prior to the board meeting. She explained that the committee has reviewed the Diversity Plan and has come up with desirable criterion for the new board member qualifications:

Need more than 3 candidates

Vacancies to be filled immediately

- Must be ethnically diverse
- Education – college graduate preferred
- Profession other than education field preferred
 - Business
 - Finance
 - Management
 - Entrepreneur
 - Technical background
- Must be invested in the school's well being
- Must be articulate
- Caring/dedicated/committed
- History of Community/public service is desirable
- Board experience desired
- Charter experience desired

All Board members have been encouraged to seek qualified candidates immediately.

F. Update on Internet Services: Update on Internet services at ACS2 and steps taken to ensure continuous connection and compliance with LAUSD codes.

G. Update on Investment Policy: It has been decided that the school should establish a Reserve and Investment policy

H. Update Form 700: These forms are due to LAUSD Charter School Division by March 1st. All present Board members completed and signed the form.

I. Riley's Farm Overnight Trip Stipend: Has been scheduled for February 28th and March 1st. A parent meeting has been held to discuss the itinerary, and expectations. All forms were distributed on that meeting as well.

J. Association Update: Prof. Mahseredjian shared that the Association's Secretary has moved out of State. Currently a new meeting location is being sought out. Next meeting will take place in March 2019.

VI. CLOSED SESSION

Adjourned to Closed Session at 10:05pm to consider and/or take action upon any of the following items:

**Public Employee Employment (G.C. 54957)
Conference with Legal Counsel**

Title:

- **Certificated Personnel Update**
- **Classified Updates**
- **Update on Certificated/Management**

VII. PUBLIC SESSION – REPORT OUT OF CLOSED SESSION

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

The meeting was reconvened to open session at 10:30pm.

VIII. FUTURE AGENDA ITEMS

The Board will consider items for future Board Meeting Agendas.

Perspective Board Member Candidates

X. NEXT BOARD MEETING DATE:

February 19, 2019

IX. ADJOURNMENT

The meeting was adjourned at 10:35 pm.