

# MINUTES

## GOVERNING BOARD MEETING

### *ARARAT CHARTER SCHOOL*

6555 Sylmar Ave., Van Nuys

**October 17, 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](mailto:agharibi@araratcharterschool.com).  
All efforts will be made for reasonable accommodations.

**I. OPEN SESSION**

**a. Call to Order**

Meeting was called to order by the Board Chairperson at 6:38pm

**b. Roll Call**

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"/>
Giuliana Velarde	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Rosemarie Shamieh	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Maria Cozette	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Levi Kirkland	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**II. 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**

**III. PUBLIC SESSION – REPORT OUT OF CLOSED SESSION**

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

**a. Approval of Minutes of Board Meeting of September 19, 2019**

**Recommend approval**

Motion by: Mr. Henderson

Seconded by: Dr. Karayan

Vote: Approved Unanimously

**b. Approval of Check and Credit Card Registers**

**Recommend approval**

Motion by: Mr. Henderson

Seconded by: Ms. Shamieh

Vote: Approved Unanimously

**IV. 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*

Parent of a 4<sup>th</sup> and 1<sup>st</sup> grade student was concerned about the Armenian instruction. The parent stated that the quality of instruction is weak, her students are not able to read or write in Armenian.

Ms. Hakopian, parent of a 4<sup>th</sup> grade shared the same concern. Her son has been at ACS for 4 years and he still is not able to read or write in Armenian. The instruction lacks the quality and often students are board in class.

Ms. Zakevosyan, parent of a 3<sup>rd</sup> and 4<sup>th</sup> graders questioned the volunteer policy. She would like to be able to volunteer in the classroom and to be able to observe her children closely.

She also expressed concerns about the quality of the supervision staff. Yard supervisors are not able to connect with students and are lacking the ability to engage in meaningful conversations.

Ms. Akopian, parent of a 5<sup>th</sup> grader compared the Armenian instruction to the music instruction and stated that students have learned more Armenian vocabulary from the music teacher than in the Armenian classes.

**b. Principal’s Report (Attachment)**

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

▪ **Update on School Calendar of Events**

- Monday September 16, 2019-3 Staff Members out to BSET COP Training
- Tuesday 24, 2019-5<sup>th</sup> Grade Hearing Test
- Tuesday September 24, 2019-Award Assembly
- Wednesday September 25, 2019-Parent Technology Training
- Wednesday September 25, 2019-First Round of Intervention for Students
- September 27, 2019-Fall Picture Day
- Monday September 30, 2019-Dental Screening
- Monday September 30, 2019-PBIS Committee Meeting
- Tuesday October 1 & Wednesday October 2-Yard Staff Meetings
- Friday October 4, 2019-Erwin Co-location Meeting
- Wednesday October 2-9-Student Council Campaigns
- Thursday October 10, 2019-Student Council Speeches
- Monday October 14, 2019-Campus 1 Safe School Planning Meeting
- Thursday October 17, 2019-California Shake Out
- Monday October 21, 2019 through October 25, 2019-Red Ribbon Week
- Friday October 31, 2019-Harvest Festival Campus 1:8:15pm Campus 2:1:30pm

**Update on School Fundraising**

September 20, 2019-Frozen Yogurt Sale: \$406.25

Disney on Ice Tickets: \$840.00

▪ **Update on Enrollment**

Grade	Sections per Grade Level	# of Students	Total
K	2	52	52
1	2	52	52
2	3	84	84
3	2	54	54
4	2	55	55
5	2	46	46

<b>Total</b>	<b>343</b>
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- **Update on Dashboard Local Indicators**  
The School is in the process of updating the information on the CDE website. This is due by October 31, 2019.
- **Update on LCAP (Local Control Accountability Plan)**  
This item will be tabled at the next meeting
- **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.

- ACS is the process of collecting intent to enroll forms to apply for Prop 39 facilities
- Prop 39 online application will be DUE November 1, 2019
- 100% of current cohorts (297 students, Grades K, 1, 2,3 & 4) have submitted their "Intent to Re-Enroll" Forms
- Currently out of the 148 applicants for next year, 28 are PHBAO
- 2019-20 wait-list has 232 applicants- all have submitted the "Intent to Re-Enroll" form
- Currently compiling the list with ADA percentage per grade level per LAUSD School - Total of 44 different school to calculate
- Preparing the narrative to be submitted for online application
- Last year's application attached
  
- **ELPAC**  
Currently, the English Language Proficiency Assessments for California (ELPAC) is the mandated state test for determining English language proficiency (ELP). It must be given to students whose primary language is one other than English. California and federal law require that local educational agencies administer a state test of ELP to eligible students in kindergarten—or year one of a two-year kindergarten program, also referred to as transitional kindergarten—through grade twelve. The ELPAC is aligned with the 2012 California English Language Development Standards and is comprised of two separate ELP assessments: The Initial ELPAC and the Summative ELPAC.
  - All initial English Learners as identified by Home Language Survey have been tested
  - Score reports have been mailed home
  - February 1 to May 31, 2020: First Operational Summative ELPAC Computer-based Administration 2020–21 School Year
  - July 1, 2020 to June 30, 2021: First Operational Initial ELPAC Computer-based Administration
  
- **Update on Charter Petition Renewal**
  - Charter Petition was submitted to LAUSD on September 23, 2019
  - First Round of Comments DUE to LAUSD by Friday October 18, 2019
  - Phone Conference on October 10, 2019 with Charter School Division

CSD will be visiting the school on Monday to meet the leadership and observe instruction.

- **Audits, Reviews, & Mandated Reporting**

The California Basic Educational Data System (CBEDS) is an annual data collection administered in October. CBEDS data are reported through an Online Reporting Application called CBEDS-ORA. The purpose of CBEDS is to collect data about schools and districts, as well as some aggregate data on students and staff.

The CBEDS data collection is comprised of a **County/District Information Form (CDIF)**, a **School Information Form (SIF)**, and a **District of Choice Supplemental (DOCS)**. The CDIF is used to collect data specific to districts and county offices on the number of classified staff, estimated number of teacher hires, and work visa applications. The SIF is used to collect data specific to schools on the number of classified staff, kindergarten program type, educational calendars, work visa applications (for charter schools), multilingual instructional programs, and languages of instruction. The DOCS is used to collect District of Choice transfer information and is only required for districts participating in the District of Choice program.

CBEDS will be submitted prior to October 31, 2019 deadline

**c. Financial Report**

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

- **Budget to date:** Ms. Turk and Ms. Kristin from edtec presented the Financial Report with the following content:

1. FY 2018-19 Forecast vs. Unaudited Actuals
2. FY 2019-20 Forecast
3. Exhibits
4. 2019-20 State Budget Update
5. State budget approved with similar funding to May Revise
6. LCFF
  - COLA approved at 3.26% (same as May Revise) STRS/PERS
  - State split one-time contribution to retirement liabilities between PERS and STRS
  - Employer contribution for STRS increases from 16.7% to 17.1% in FY20 and from 18.1% to 18.4% in FY21. Rate at 18.1% FY22 onward
  - Employer contribution for PERS decreases from 20.733% to 19.721% in FY20;
  - COLA of 3.26% applies to other state programs (SPED, Nutrition)
  - \$152.6M in funding for SELPAs; \$491.7M for children 3-5 years
  - Maintains current level of funding for SB-740, but no COLA increase

**V. 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

**VI. ACTION ITEMS**

- a. Approval is Requested for updates on School Uniform Complaint Policy**  
**Recommend approval**

Motion by: Mr. Henderson

Seconded by: Dr. Karayan

Vote: Approved Unanimously

**b. Approval is Requested for California Dashboard Local Indicators**

**Recommend approval**

Motion by: Dr. Karayan

Seconded by: Mr. Henderson

Vote: Approved Unanimously

**c. Approval is Requested for Prop 39 Application for 2020-2021**

**Recommend approval**

Motion by: Mr. Henderson

Seconded by: Ms. Shamieh

Vote: Approved Unanimously

**VII. INFORMATION ITEMS/POSSIBLE ACTION**

**a. Update on Certificated Evaluation Policy – See attached - The policy was approved unanimously**

**Recommend approval**

Motion by: Ms. Shamieh

Seconded by: Dr. Karayan

Vote: Approved Unanimously

**b. Update on Staff Relations Policy:** It was decided that the Principal will create a summarized version of this policy and will share it with the staff.

**Recommend approval**

Motion by: Ms. Shamieh

Seconded by: Mr. Henderson

Vote: Approved Unanimously

**c. Update on Attendance Notification/Tracking System:** Ms. Gharibi reported that the school is in close contact with the vendor and the initial data transport has been completed.

**d. Update on Phone Company Services:** Ms. Gharibi reported that the school is still waiting to hear back from LAUSD and Prop 39 in regards to this requested.

**e. Update on School Copy Machines:** Ms. Gharibi presented quotes from different vendors and it was decided to utilize the current vendor to lease 4 copy machines.

**Recommend approval**

Motion by: Mr. Henderson

Seconded by: Ms. Shamieh

Vote: Approved Unanimously

**f. Update on Diversity Outreach:** Ms. Shamieh reported on the Diversity Committee meetings and shared the future plans and actions that the committee will take.

**g. Update on Technology:** Ms. Gharibi reported that the computer lab sessions led by Planet Bravo are functioning well. All students are able to access all websites needed. Some additional work is needed to refine the fire wall settings.

**h. Update on School Administrator Interim:** Mr. Villela reported that the positions has been flagged in several job searching websites and thus far there are no candidates whose qualifications meet the School's needs. Principal has also reached out to LACOE for the possibility of recruiting retired admins as a part-time basis.

**VIII. PUBLIC SESSION – REPORT OUT OF CLOSED SESSION**

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

**IX. FUTURE AGENDA ITEMS**

*The Board will consider items for future Board Meeting Agendas.*

- LCAP
- Dashboard
- Student Survey

**X. NEXT BOARD MEETING DATE**

November 21, 2019, 6:30 PM

**XI. ADJOURNMENT**