

# MINUTES

## GOVERNING BOARD MEETING

### ARARAT CHARTER SCHOOL

6555 Sylmar Ave., Van Nuys

**February 19, 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. CLOSED SESSION**

*Adjourned to Closed Session at 8:50 pm 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**

**II. 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 \_\_\_\_\_ .

**III. OPEN SESSION**

**A. CALL TO ORDER:**

Meeting was called to order by Board Chairperson, Shakeh Avakian at 6:34pm.

**B. ROLL CALL**

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

**C. APPROVAL OF MINUTES OF BOARD MEETING OF JANUARY 23, 2019**

**Recommend approval**

Motion by: Ms. Shamieh  
 Seconded by: Prof. Mahseredjian  
 Vote: Approved Unanimously

**D. APPROVAL OF CHECK REGISTER**

Report will be provided for the next Governing Board meeting.

**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*

**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**

- Tuesday, January 22, 2019- Full Search & Rescue Drill-Campus 1
- Tuesday, January 22-25, 2019-National School Choice Week
- Monday, January 28, 2019-National School Choice/PBIS Assembly
- Wednesday January 23, 2019-Pajama Day
- Friday, January 25, 2019 – Skateland Fundraising event
- Thursday, January 31, 2019-Safe Committee Meeting-Campus 1
- Monday, February 4-15-Pennies for Patients Program
- Tuesday, February 5, 2019-Armenian Language Advisory Committee Meeting
- Thursday, February 7, 2019-100<sup>th</sup> Day of School
- Thursday, February 7, 2019-Planet Bravo Google Classroom Training
- Monday February 11-13- Valentine Day Candy Gram Sales
- Tuesday, February 12, 2019 – Faculty Meeting @ ACS 2 –Room 43
- Wednesday, February 13, 2019-Teachers attended PBIS (Positive Behavior Intervention Support) Training
- Thursday, February 14, 2019-Ararat’ Got Talent Show
- Monday, February 18, 2019 – Presidents Day – No School
- Wednesday, February 20, 2019 – Award Assembly – ACS 1 @ 7:50am – ACS 2 @ 2:00pm
  
- **Field Trips:**
  - 2<sup>nd</sup> Grade Field Trip to Natural History Museum-2/26/19
  - Riley’s Farm Overnight Field Trip-2/28-3/1
  
- **Update on ELPAC Testing**
  - Students in kindergarten through grade twelve, who are classified as English learners, will take the ELPAC Summative Assessment every year until they are reclassified as proficient in English. Students are tested on their skills in listening, speaking, reading, and writing.

Grade Level	Dates
Kindergarten	2/4-2/15
1 <sup>st</sup> Grade	2/11-3/1
2 <sup>nd</sup> Grade	2/4-2/22
3 <sup>rd</sup> Grade	2/11-2/22
4 <sup>th</sup> Grade	2/25-3/1
5 <sup>th</sup> Grade	3/4-3/8

**2. Update on School Fundraising**

- Skateland: \$900.00
- Valentine Grams: \$200.00

**3. 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.

- Received LAUSD’s Preliminary Offer for facilities for 19-20
- LAUSD has offered KLA (Sylmar Campus) 6 classrooms + 1 SPED room & Erwin ELE Co-location 8 classrooms and 1 SPED room

- ACS will respond to LAUSD's preliminary offer by its March 1, 2019 deadline

#### **4. Update on Facilities**

- ACS facilities team met to review Red Hook reduction in square footage proposal and select one of the three plans offered shared with ACS at the previous board meeting
- ACS facilities team met with Red Hook to make revisions and recommendations to which plan to move forward with
- Finance committee will meet to review ACS's financial projections in order to assess affordability and financing options for facility building

It was decided to research other entities who help charter school to obtain, finance and build a facility. There will also be some vendors and sessions at the CCSA conference

#### **5. Update on Implementation Committee/Charter Renewal**

- Charter Implementation Committee meet on February 6, 2019 to discuss timelines and the renewal process for 19-20 renewal year for our charter petition
- Charter Implementation committee will be looking for Charter Petition consultants to support in the submission of charter renewal petition
- The team also reviewed the ACS's 18-19 oversight report and in order to make recommendation for next year's LAUSD oversight visit
- ACS Team will also be reviewing all LAUSD oversight report from inception of school to identify strengths and identify area of need
- ACS will also be working on creating a checklist with key components from charter petition in preparation for next year oversight. It is anticipated that ACS will have an early oversight since we are up for renewal. We have not received our oversight visitation date for 19-20
- Committee will be making a recommendation for budget for charter renewal

#### **6. Update on WASC:** The Accrediting Commission for Schools, WASC (Western Association of Schools and Colleges) (ACS/WASC) is one of six regional accrediting associations in the United States. The Accrediting Commission for Schools, WASC, extends its services to over 4,500 public, independent, church-related, and proprietary pre-K–12 and adult schools, works with 16 associations in joint accreditation processes, and collaborates with other educational organizations. Every public high school must conduct a self-study in order to be an accredited educational institution. The organization that determines the accreditation term is called the Western Association of Schools and Colleges (WASC).

- WASC visiting committee is scheduled to visit ACS on April 25, 2019 for a mid-year 1-day visit
- WASC visiting committee report has been drafted and is current being reviewed. The draft will be shared with staff in order to get their input and on our report

#### **7. Audits, Reviews, & Mandated Reporting**

- SARC (School Accountability Report Card) Submitted 2/1/19
- Fall 2 Data Submission is due 3/22
  - Student Course Enrollments
  - Staff Assignments and FTE
  - English Learner Education Services

### **C. FINANCIAL REPORT**

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

- 1. Budget to date:** Due to the Audit Interim due March 1<sup>st</sup>, a more comprehensive report will be provided for the next Board meeting.

**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.*

**VI. ACTION ITEMS**

**A. Approval is Requested for Amendment to Fiscal Policy (see attached)**

**Recommend approval**

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

**B. Approval is Requested for Amendment to Bullying and Hazing Policy (see attached)**

**Recommend approval**

Motion by: Prof. Mahseredjian  
Seconded by: Ms. Shamieh  
Vote: Approved Unanimously

**C. Approval is Requested for Low Achievement Block Grant Plan (See attached)**

**Recommend approval**

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

**D. Approval is Requested for Charter Renewal Consultation Services between \$10,000 to \$20,000**

**Recommend approval**

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

**VII. INFORMATION ITEMS/POSSIBLE ACTION:**

- A. Update on CCSA Conference:** Ms. Avakian, Mr. Villela and Ms. Gharibi will be in attendance. Arrangement for accommodation will be made accordingly.

- B. Update on Facilities:** See Principal's Report

- C. Update on LAUSD Charter Resolution:** The Charter School oversee resolution was approved by LAUSD Board of Education on January 29<sup>th</sup> and was sent to the State. More information to follow.

- D. Update on New Board Member Selection:** Ms. Maria Cozette - The Board would like to set up a meeting with the new candidate before next meeting and vote during closed session.
- E. Update on Campus 2 Internet Services:** During a routine inspection, it was found that the cabling for the internet provided by the vendor was not up to specifications. The vendor since then has been working closely with LAUSD IT department to rectify the situation. This process took over three months and it has been resolved recently. Next step is for the School's IT to collaborate with LAUSD IT and School to set up adequate content filtering in place.
- F. Update on Internet Firewall:** We have transitioned to "content filtering" as opposed to having a "white list".
- G. Update Form 700:** All forms are turned in with the exception of one. These forms will be submitted to LAUSD Charter Schools Division by arch 1<sup>st</sup>.
- H. Charter Safe Renewal:** The Board decided to continue contracting CharterSafe for liability and insurance services.
- I. Update on Walkie Talkies:** The radios arrived today and will be utilized once inventory and configuration is completed.
- J. Update from Charter Implementation Committee:** See Principal's report
- K. Update from Finance Committee:** Committee meeting date postponed.
- L. Association Update:** Meeting place will change to St. Peter's Church.

## **VIII. FUTURE AGENDA ITEMS**

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

- *CA Dashboard*
- *Periodical Assessments*

## **IX. NEXT BOARD MEETING DATE**

March 19, 2019

## **X. ADJOURNMENT**

The meeting was adjourned at