



MINUTES



GOVERNING BOARD MEETING

ARARAT CHARTER SCHOOL

March 26, 2020

6:30 pm

Regular Meeting

Join Zoom Meeting

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Meeting ID: 698 853 296

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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 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 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 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 cmenjivar@araratcharterschool.com

All efforts will be made for reasonable accommodations.

I. OPEN SESSION

a. Call to Order

This meeting was called to order by Board’s Chairperson, Ms. Avakian at 6:35PM.

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 checked="" type="checkbox"/>	<input type="checkbox"/>
Rosemarie Shamieh	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Levi Kirkland	<input checked="" type="checkbox"/>	<input type="checkbox"/>

II. APPROVAL OF MINUTES OF BOARD MEETING OF FEBRUARY 20, 2020

Recommend approval

Motion by: Dr. Karayan
Seconded by: Mr. Henderson
Vote: Approved Unanimously

III. APPROVAL OF CHECK AND CREDIT CARD REGISTERS

Recommend approval

Motion by: Mr. Henderson
Seconded by: Dr. Velarde
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

Ms. Papazyan, parent of a 2nd grade student requested further clarification on virtual learning.

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 Events** - School Events have been postponed due to School Closure.
- **Update on School Closure**
 - School Closed from 3/16 through 3/27
 - Student Packets prepared for two weeks by lead teachers
 - School team working on distance learning plan which we be composed of the following:
 - Google Classroom Platform
 - ZOOM video conferencing sessions
 - All students have access to ELA and Math curriculums
 - Standardized Testing Suspended by Governor for 19-20 school year
- **Update on LAUSD Oversight Visit Report** -The Director of Operations shared the report with the Board Members. It was decided that the Board Education Committee will convene at a later date and review the report and prepare recommendations to be presented to the Board.

- **Update on Educational Programs**
 - Intensive In-Class Intervention
 - Met part-time intervention teacher and LACOE intervention specialist before school closure. Date to be scheduled to have specialist provide professional development in August
 - Twice a week in school intervention is provided to Campus 2 students
 - Once a week intervention is being provided to Campus 1 students
 - Feedback from teachers has been positive

- **Update on Social Studies Curriculum Adoption**
 - Adoption sample materials received
 - Virtual meeting to be scheduled

c. Director of Operation’s Report

1. Update on Legal Requirements for COVID-19 Virtual Instruction

SB 117 and Governor Newsom’s Executive Order mitigate the effect of lost ADA for schools that closed due to COVID after February 29, 2020.

- ADA used for both the second period and the annual period apportionment includes all full school months from July 1, 2019 to February 29, 2020.
- Charter school directors must submit a certification to the SSPI of the number of days closed in response to COVID-19 and attest that the closure occurred to address COVID-19. Funding is not conditional on school actions per CDE guidance

Schools are encouraged to use the funding to:

- Provide educational opportunities, including through distance learning
- Provide school meals
- Arrange for supervision of students during school hours
- Continue to pay employees

Governor has asked to supervise children to the extent practicable during normal school hours.

- This service is critical to doctors, nurses and first responders being able to be on the job and to be focused on their job while they are there.
- One school has opened a study hall and has students practicing social distancing.
- This is an opportunity for charter schools to win tremendous good will from the public for providing a service in a time of national crisis.
- Consider offering a program and granting first preference to children of hospital workers and first responders.

2. Update on Virtual Learning Staff Assignments and Planning:

- Assuming able to work, employees can be required to work on site
- Must be 1 of 16 critical infrastructure sectors
- Schools are part of government facilities sector
- Determining which staff are “Essential”
- Only employees who are truly needed to maintain “continuity of operations” should be allowed on campus
- Consider issuing an executive order (if supporting distance learning/is, meals, and/or student supervision)
- Document employees as “Essential” - in case of enforcement, consider preparing letter for staff
- Develop/Revise Remote Work Policy/Agreement

Certificated

- Distance learning
- Must remain available during work hours

Professional boundaries
 Safe workspace
 Maintain confidentiality

Classified

Support of distance learning
 Support meal program
 Support student supervision
 Other duties as assigned/working out of class

- Wage/Hour Compliance: Timekeeping, Meal/Rest Periods
- No Overtime Without Advance Written Permission
- Must Reimburse Employees for All Necessarily Expended or Lost, Directly Related to Performing Their Duties or Following Employer Directions
- Cell Phone - If Do Not Provide School-Issued Phone, Must Pay “Some Reasonable Percentage” of the Employee’s Cell Phone Bill
- Laptop
- Internet Access
- Mileage

3. Federal and State Reporting: CALPADS Fall 2 Due date extended to end of April

4. Update on Technology

- Phone System – No update
- Laptop Cart for ACS1 - Will present a quote at a later meeting

5. Update on Student Recruitment/Lottery

Cohort	Number of Sections	Enrollment per Section	Total Per Cohort
TK/K	2	25	50
1 st	2	26	52
2 nd	2	26	52
3 rd	3	28	84
4 th	2	27	54
5 th	2	27/28	55
Total	13		347

6. Update on Parent Outreach

- Considering the current pandemic, this project will be postponed to a later time in 2020

d. Financial Report

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

▪ **Budget to Date:** Ms. Callie Turk reviewed the financial report that entailed the following items:

- **COVID-19 Update**
 With shortened P-2, closed schools get full funding – encouraged to deliver educational opportunities, provide school meals, arrange for student supervision, continue to pay employees.
- **FY2019-20 Forecast**
 The current forecast reflects a net increase of \$44k due to staffing
- **FY 2019-20 Cash Flow**
 Ararat projected to end FY20 with a cash balance of \$3.5M

- **FY 2019-20 Balance Sheet**
- **Title Fund Budget**
Interim Assistant Principal is helping spend down Title 1 funds
- **Exhibits**

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 Principal’s Resignation

Recommend approval

Motion by: Mr. Henderson
 Seconded by: Dr. Karayan
 Vote: Approved Unanimously

b. Approval is requested for Independent Financial Auditor Selection

Recommend approval

Motion by: Mr. Kirkland
 Seconded by: Mr. Henderson
 Vote: Approved Unanimously

VII. INFORMATION ITEMS/POSSIBLE ACTION

a. Update on Staffing Plan for Virtual Enrichment and Intervention: Director of Operations and Compliance reported certificated employees will continue to get paid as they provide virtual instruction. Classified employees will also continue to get paid as well as long as work is being justified. In lieu of our classified employees pay, board has approved to have our classified staff participate in enrichment activities as part of our remote learning for students.

Recommend approval

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

b. Update on LAUSD Oversight Visit Report: Board has reviewed the oversight report and decided to have a committee meeting to briefly review the report and focus on highlights and areas of improvement.

c. Update from Board Member Nomination Committee: Ms. Shamieh reported that there is candidate showing interest in joining the board. Committee will meet by next meeting to discuss and review.

d. Update on Selection of Interim Principal until the position is filled: There is a perspective candidate that has been contacted and has submitted a proposal. Proposal will be shared during closed session.

VIII. 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**

• **PUBLIC SESSION – REPORT OUT OF CLOSED SESSION**

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

The Board approved hiring Ms. Marie Stuart as the Interim Principal until the position is filled. The current position will be an hourly compensation, not to exceed 25 hours per week without prior approval.

IX. FUTURE AGENDA ITEMS

The Board will consider items for future Board Meeting Agendas.

X. NEXT BOARD MEETING DATE

April 23, 2020, 6:30pm

XI. ADJOURNMENT

Meeting was adjourned at 7:50pm