

MINUTES

GOVERNING BOARD MEETING

ARARAT CHARTER SCHOOL

6555 Sylmar Ave., Van Nuys

April 25, 2018

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 blue request 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 6:50 pm.

B. ROLL CALL

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

C. APPROVAL OF MINUTES OF BOARD MEETING OF MARCH 21, 2018

- On Future Board Agendas- approval of check registry will be noted on Board Agenda.
Recommend approval
Motion by: Rosemarie Shamieh- motions to approve with the amendment for noting the checks
Seconded by: Hermine Mahseredjian- seconds motion
Vote: Unanimous

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.

B. FOR INFORMATION: 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

- Field Trips update

2. Update on school testing

- PFT Completed
- 4th grade is completed for SBAC
- 3rd grade is testing now.

3. Update on Prop 39

- Discussed some concerns with square footage, and shared space like library and parent center
- Mentioned an additional room so we are checking to see if we do have additional room- waiting for reply

4. Update on school lottery for 18-19

- 322 students have applied
- 131 were PHABO
- 104 were done online
- Lottery will be on 5/12 at 8:30
- We will use an online lottery system

- K- about 28 coming in this year that are siblings, 18 are open spots, 6 students are staying in K
5. **Update on facilities**
 - Red Hook would like to meet to sign a broker agreement
 - No new properties by Red Hook
 - 1 to 1 and a half acers to fit 500 students
 6. **Update on audit of unduplicated counts**
 7. **Shout out** from Rosmarie to Mr. Villela- she loved the awards and had she shared many positive statements from the parents.

C. FOR INFORMATION: FINANCIAL REPORT

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

1. Budget to date

- Updated forecast of \$258,000
- Cash Flow- \$2,992,220
- Possibly think of putting money in an interest account with policies approved from the board
- Need a policy for interest account for our school
- \$739 K in Supplemental/Concentration Grant Funds
- STRS and PERS is rapidly growing

2. Preliminary Budget for 18-19 school year

- Operating Income \$257,993
- Will potentially get a \$95,963 due to one time funds which we will find out in June

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.

Check Register Approval

- Suggestions to Kristin from Edtec
 - Items over \$3,000 be highlighted on the check registry
 - Note to include all details
 - Brainstorm ways to discuss which items are multiple invoices on one check

Recommend approval

Motion by: Marlena Gonzalez
 Seconded by: Giuliana Velarde
 Vote: Unanimous

IV. ACTION ITEMS

A. Approval is Requested for 2018-2019 annual school calendar

Recommend approval

Motion by: Marlana Gonzalez
Seconded by: Giuliana Velarde
Vote: Unanimous

B. Approval is Requested for Accelerated Reader Program in the amount of \$4,562.00 for 2018-2019 school year

Recommend approval

Motion by: Rosemarie Shamieh
Seconded by: Hermine Mahseredjian
Vote: Unanimous

C. Payalocity Payroll System

Recommend approval

Motion by: Hermine Mahseredjian
Seconded by: Giuliana Velarde
Vote: Unanimous

V. INFORMATION ITEMS/POSSIBLE ACTION:

A. Payalocity Payroll System

- Pros- more options for printing and reports, cheaper by 20%
- Cons- it will take time to transfer all information
- Edtec is making this switch for all schools by June/ paperwork due by May
-

Recommend approval

Motion by: Hermine Mahseredjian
Seconded by: Giuliana Velarde
Vote: Unanimous

B. Update on CCSA Conference

C. Shakeh-Went to facilities meetings

D. Update on school website

- Board minutes have been updated
- Mr. Villela will be training others on how to update the website
- Email board member Bios to add to website

E. Update on CA Distinguished School event

- May 3rd- Ceremony
- Board celebration with staff- May 19th
- Sponsors can put up banners for fee- fundraiser

F. LAUSD board member visit

- May 18th at 8:45- Kelly Gonez will be coming to visit

G. 2017-2018 Instructional school calendar

- District said there was an error in our school year- we've reached out and it is at our discretion.

H. Association Update

- Next meeting is in June
- All are pleased with award of CA Distinguished School

VI. CLOSED SESSION

Adjourned to Closed Session at 8:41pm to consider and/or take action upon any of the following items:

Public Employee Employment (G.C. 54957)

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 10:20 .

VIII. FUTURE AGENDA ITEMS

The Board will consider items for future Board Meeting Agendas.

X. NEXT BOARD MEETING DATE:

May 16, 2018

IX. ADJOURNMENT

The meeting was adjourned at 10:20.