

MINUTES

GOVERNING BOARD MEETING

ARARAT CHARTER SCHOOL

6555 Sylmar Ave., Van Nuys

May 30, 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

The meeting was called to order at 6:42 PM by Dr. Karayan

b. Roll Call

Shakeh Avakian	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Maria Cozette	<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"/>

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 April 30, 2019

Recommend approval

Motion by: Mr. Henderson

Seconded by: Ms. Shamieh

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

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**
- **Update on School Fundraising**
- **Update on Prop 39**
- **Update on Facilities**
- **Update on Charter Renewal**
- **Update on CAASPP Sate Testing**
- **Update on LCAP**

Calendar of Event

- Friday May 10, 2019-4th Grade Muffins for Moms
- Friday May 17, 2019- Kindergarten Field Trip Cabrillo Marine Aquarium
- Monday May 13 ,2019 through May 17, 2019-Scholastic Book fair (ACS 1 & ACS 2)
- Wednesday May 15, 2019-Student Council Hawaiian Day
- Thursday May 16, 2019-Open House Early Dismissal @ 1:35pm
- Friday May 17, 2019-Last COP PBIS (Positive Behavior Intervention Support Training)
- Tuesday May 21, Thursday May 23-Last Day of Computer Lab
- Saturday May 18, 2019-Annual Public Lottery
- Thursday May 23, 2019-Last Award Assembly ACS 1 & ACS 2
- Monday May 27, 2019-School Closed for Memorial Day
- Thursday May 30 & Friday May 31- PBIS Dance @ ACS 1 & ACS 2
- Wednesday June 12, 2019-5th Grade Culmination @ 8:30am Campus 2 (Erwin)
- Thursday June 13, 2019-Year End Programs Campus 1 (Sylmar) @ 8:15am Campus 2 (Erwin) @10:30am
- Thursday June 13, 2019-Last Day for School for Students
- Monday June 17, 2019-Last Day for Teachers

Update on Fundraising:

Yogurt Sale May 15, 2019: \$340.00
Scholastic Book Fair Sales: \$4853.09

Field Trips:

Kindergarten-Cabrillo Marine Aquarium May 17, 2019

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 accepted and responded to the District's Final Accepted the District Final by May 1.
- ACS to have access to Co-location 10 days prior to start of school year or August 5, 2019
- The District's Final offer is based on projected ADA of 329.99
- ACS is being offered the following for 19-20
 - KLA Sylmar Campus

- Erwin ELE- 8 Teaching Stations and 1 SPED room plus 1 office

Update on Facilities

- Facilities Investment Fund
- Campus 360
- Pacific Charter School Development
- Educational Facilities Group

The Board is interested to have a meeting with these companies to further pursue the possibilities of moving into our own facility.

Update on CAASPP Preparation and State Testing Schedule

2018-2019 CAASPP Testing Windows

3 rd Grade	April 23 nd thru May 3 rd
4 th Grade	May 6 th - thru May 17 th
5 th Grade	May 20 th thru May 31 st
5 th Grade Science	June 3 thru June 5

LCAP

The LCAP is a three-year plan that describes the goals, actions, services, and expenditures to support positive student outcomes that address state and local priorities. The LCAP provides an opportunity for local educational agencies (LEAs) to share their stories of how, what, and why programs and services are selected to meet their local needs.

Update on LCAP (Local Control Accountability Plan)

- In the process of conducting annual update on goals
- Goals are aligned with WASC focus areas
- LCAP will be finalized and presented in June board meeting

Update on Charter Renewal

- Preliminary Petition Draft with District Required Language has been completed
- Petition Draft is being reviewed for revisions
- Draft Petition will be reviewed by Charter Implementation Committee

Audits, Reviews, & Mandated Reporting

Civil Rights Data Collection (CRDC)

Background Information: Since 1968, the U.S. Department of Education (ED) has conducted the Civil Rights Data Collection (CRDC) to collect data on key education and civil rights issues in our nation's public schools. The collection was formerly administered as the Elementary and Secondary School Survey (E&S Survey).

The CRDC collects a variety of information including student enrollment and educational programs and services, most of which is disaggregated by race/ethnicity, sex, limited English proficiency, and disability. The CRDC is a longstanding and important aspect of the ED Office for Civil Rights (OCR) overall strategy

for administering and enforcing the civil rights statutes for which it is responsible. Information collected by the CRDC is also used by other ED offices as well as policymakers and researchers outside of ED.
CRDC submitted May 10, 2019

Wilkinson's Audit Visit Scheduled for June 26 and 27, 2019

c. Financial Report

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

- **Budget to Date:** Ms. Callie Turk reported on the monthly financial report with the following details

FY 18-19 Forecast Update

The April Forecast reflects a net increase of \$19K

2019-20 budget was reviewed with the Finance Committee and will be presented to the Board.

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 2019-20 Comprehensive Therapy Associates Special Education Services Contract** (See attached)

Recommend approval

Motion by: Mr. Henderson

Seconded by: Ms. Shamieh

Vote: Approved Unanimously

- b. Approval is Requested for Edtec Services Contract** – This contract was approved for a three-year term. (See attached)

Recommend approval

Motion by: Mr. Henderson

Seconded by: Dr. Karayan

Vote: Approved Unanimously

- c. Approval is Requested for Charter Life Employee Health Benefit Services Annual Contract** – This is an 18 months contract (see attached)

Recommend approval

Motion by: Mr. Henderson

Seconded by: Ms. Shamieh

Vote: Approved Unanimously

- d. Approval is Requested for Purchasing of 68 Mac Book Pro and Software** – The Board asked the school to look into the warranty; Apple Care and if any discount will be given to the educational system as well – Device Manager Software and purchasing of necessary storage carts were approved as well.

The motion passed with 3 votes in favor and 1 vote against

Recommend approval

Motion by: Mr. Henderson

Seconded by: Ms. Cozette

Vote: Approved by Majority

VII. INFORMATION ITEMS/POSSIBLE ACTION

- a. **Update on Facilities:** The Board would like to explore the possibility of partnering with other companies
- b. **School Inventory System:** The Board asked the school to look into stand-alone software as well
- c. **Update on Board Member Selection** – see item e
- d. **Update on Bank of America Account:** Based on Ms. Avakian’s inquiry from the bank, this account has been closed.
- e. **Update on Board Nomination Committee:** New Board member presentation to the Board
- f. **Update on Phone Company Services** – The contract has a 3-year term
Recommend approval
Motion by: Ms. Shamieh
Seconded by: Mr. Henderson
Vote: Approved Unanimously
- g. **Update on Copy Machine Services:** Purchase of 20 printers for the classrooms and enrolling in the ink and cartridge programs with the intergraded system
Recommend approval
Motion by: Ms. Shamieh
Seconded by: Mr. Henderson
Vote: Approved Unanimously
- h. **Update on Technology:** Phone conference with Mr. Robert Momdjian in regards to all technology related agenda items. The Board asked the IT to present his recommendation for purchasing new Firewall, and switches by next Board meeting.
- i. **Update from Finance Committee:**
 - **Designate an account to “Facilities Funds” to hold \$2,000,000.00**
Recommend approval
Motion by: Mr. Henderson
Seconded by: Ms. Shamieh
Vote: Approved Unanimously
 - **Salary Tables for 2019-20 School Year**
Recommend approval
Motion by: Mr. Henderson
Seconded by: Ms. Shamieh
Vote: Approved Unanimously

- **2019-20 Budget approved to be presented to LAUSD**

Recommend approval

Motion by: Ms. Shamieh

Seconded by: Mr. Henderson

Vote: Approved Unanimously

- j. **Update Charter Renewal:** It was reported that a draft copy of the of the new petition will be available to the committee to review at their next meeting. Board Organization charts as well as all ad hoc and standing committees were reviewed and updated. Job descriptions and positions also were reviewed and updated as well.

- k. **Update on School Enrollment Lottery -**

Cohort and Seat Count 2019-2020 School Year

Grade	Applied total count	Applied PHABO Count	Total Exempt Students	Exempt PHABO	Dropped Students	Cushion	Current Cohort	Projected Cohort Count	Student Per Class	Available Seats
Kinder	218	85	28	5	0	2		52	26	22
1st	66	28	1	0	0	1	49	52	26	1
2nd	38	24	1	1	1	0	83	84	28	1
3rd	24	8	1	0	0	0	55	56	28	0
4th	18	7	0	0	0	0	56	56	28	0
5th	11	3	0	0	3	0	47	47	26	3
Total	375	155	31	6	4	3	290	347		27
		41.33%	8.93%		1.17%					

Incoming Students Demographic

PHBAO COUNT

Grade	PHABO from Lottery	PHABO from Exempt	Existing PHABO		
Kinder	6	5	0	11	21.15%
1st	0	0	12	12	23.08%
2nd	0	1	5	6	7.14%
3rd	0	0	11	11	19.64%
4th	0	0	8	8	14.29%
5th	4	0	6	10	21.28%
	10	6	42	58	16.71%
					Total PHBAO

Current PHBAO Count 39 11.40%

I. Charter Renewal Job Descriptions & Qualifications

VIII. PUBLIC SESSION – REPORT OUT OF CLOSED SESSION

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

OAH Case # 2019030311 – after a phone conference with the legal counsel, the Board unanimously approved the settlement offer.

The Board also unanimously approved the addition of the new board member Maria Cozette

IX. FUTURE AGENDA ITEMS

The Board will consider items for future Board Meeting Agendas.

Copy machines
More concrete quote for switches and the firewall
Update on Petition

X. NEXT BOARD MEETING DATE

June 20, 2019

XI. ADJOURNMENT

Meeting was adjourned at 9:45 PM.