

MINUTES

GOVERNING BOARD MEETING

ARARAT CHARTER SCHOOL

6555 Sylmar Ave., Van Nuys

June 20, 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 ____ pm.

B. ROLL CALL

	Present	Absent
Shakeh Avakian	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marlena Gonzalez	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Henderson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Silva Karayan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hermine Mahseredjian	<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"/>

C. APPROVAL OF MINUTES OF BOARD MEETING OF MAY 16, 2018

Motion to approve minutes by: Rosemarie Shamieh
Seconded by: Hermine Mahseredjian
Vote: Approved Unanimously

D. APPROVAL OF CHECK REGISTER: See Consent Agenda Items

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. DIRECTOR’S REPORT

New Legal Requirements for Charter Schools: There are new legal requirements that the school must abide by. The following legal requirements will go into effect as of July 1, 2018.

- a) AB 699: Immigration Status
- b) AB 1360: Admissions and Suspensions/Expulsion Procedures

Updates are needed to Current Board and School Policies to Comply with AB 699 and AB 1360 Requirements

- a) Personnel Handbook
- b) Parent Student Handbook
- c) Discipline Policy
- d) Admissions Information
- e) Volunteer Policy

C. 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

- Thursday May 31, 2018- Last Award Assembly Campus 1/Coffee with the Principal
- Friday, June 1, 2018- Last Award Assembly Campus 2
- Friday, June 1, 2018-LAUSD Board Member Visit to Campus 1
- Tuesday, June 12, 2018-Staff vs. 5th Grade Kickball Game
- Wednesday June 13, 2018-Hawaiian Day-Sponsored by Student Council
- Wednesday June 13, 2018-5th Grade Outdoor Activities
- Friday, June 15, 2018-5th Grade Culmination
- Monday, June 18, 2018-Spring Program/Last Day for Students (Minimum Day)
- Tuesday, June 19, 2018-Last Day for Teachers

- **Fundraising:**
 - Scholastic Bookfair
 - ACS 1=\$3624.43
 - ACS2= 1998
 - Total:\$5622.43 (includes tax)

 - Yogurt sale
 - ACS1= \$450
 - ACS2= \$559
 - Total: \$1009

Update on Prop 39

- RedHook would like ACS to sign broker commission agreement with Insight for off market properties. The school's current neighborhood is very congested and properties rarely come on market for sale. RedHook is suggesting for the school to pay the seller's commission so we can acquire the property. Board would like for the principal to reach out to other sources to find a property. The board will make a final decision after hearing from other vendors.

2. Update on Enrollment

PROJECTED PHBAO COUNT FOR 18-19

Grade	PHABO from Lottery	PHABO from Exempt	Existing PHABO
Kinder	6	5	0
1st	0	0	12
2nd		0	5
3rd	0	0	11
4th	7	0	8
5th	0	0	6
	13	5	42

Total PHBAO=

16.95%

TK Count

Grade	TK from Lottery	TK from Exempt
Kinder	5	8

Update on Prop 39

3. Update on Prop 39

- **ACS has been offered one extra teaching station for 18-19 school year. Teaching station may be utilized for computer lab and Choir and other instruction for students.**
- Our response to the Districts final offer has been submitted to Prop 39.
- The District did not respond to our specific concerns about the Library and Parent Center. ACS will be able to address these concerns when our shared use agreement is completed with Erwin's administration

4. Update on Facilities

- 5. Update on audit of unduplicated counts:** ACS has received the audit of our 16-17 unduplicated counts and the auditors have found that we have an additional 30 unduplicated counts. This report has been submitted to LAUSD and an adjustment will be made in the school's P-Annual report
- The auditors have completed the audit at LAUSD.
 - I have contacted Wilkinson's for our audit findings and they have communicated that they will be sending us the results within the next few weeks.

How are “unduplicated pupils” defined for purposes of calculating supplemental and concentration grant amounts?

Supplemental and concentration grant amounts are calculated based on the percentage of “unduplicated pupils” enrolled in the LEA on Census Day (first Wednesday in October) as certified for Fall 1. The percentage equals:

- Unduplicated count of pupils who (1) are English learners, (2) meet income or categorical eligibility requirements for free or reduced-price meals under the National School Lunch Program, or (3) are foster youth. “Unduplicated count” means that each pupil is counted only once even if the pupil meets more than one of these criteria (EC sections 2574(b)(2) and 42238.02(b)(1))

FOR INFORMATION: FINANCIAL REPORT

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

1. Budget to date: Mr. Levi Kirkland and Ms. Kristin Dietz reviewed the May Financial Report with the Governing Board. The report contained the following items:

- 2017-18 Current Forecast
- 2017-18 Cash Flow
- 2018-19 Budget Proposal
- Exhibits

The Current Forecast reflects a decrease of \$107K from the previous month’s forecast.

2. 2018-2019 School Budget

LCFF

- Proposes \$3B increase to *fully fund LCFF*, two years ahead of schedule
- 100% gap closure and 3% increase of base rates

COLA

- Proposes 3.7% COLA increase, versus previous 2.71%
- Affects programs such as Special Education and Nutrition COLA

One-Time Funds

- Proposes approx. \$168 / PY ADA in one-time, discretionary funding, down about \$175 from May revision

SB 740 Facilities

- Proposes increasing 18-19 program funding to \$136.8M
- Increases funding in 2017-18 funding to \$133.2M
- Decreases deficit factor from 25% to 10%

Since Ararat Charter School continues to build a strong cash reserve, Edtec recommends that the school transfer \$350,000 from their checking to their savings account

Recommend approval:

Motion by: Hermine Mahseredjian

Seconded by: Silva Karayan

Vote: Unanimous

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.

APPROVAL OF CHECK REGISTER

Recommend approval:

Motion by: John Henderson
Seconded by: Silva Karayan
Vote: Approved Unanimously

IV. ACTION ITEMS

- A. Approval is Requested for 2018-2019 Charter Safe Contract:** See attached.

Recommend approval

Motion by: John Henderson
Seconded by: Rosemarie Shamieh
Vote: Approved Unanimously

- B. Approval is Requested for 2018-2019 Power School Student Information System renewal for \$7271.00:** See attached.

Recommend approval

Motion by: John Henderson
Seconded by: Hermine Mahseredjian
Vote: Approved Unanimously

- C. Approval is Requested for renewal of CTA Special Education Services for two years:** The Board is recommending to look into hiring our own part-time nurse. See attached.

Recommend approval

Motion by: Rosemarie Shamieh
Seconded by: John Henderson
Vote: Approved Unanimously

- D. Approval is Requested for LCAP (Local Control Accountability Plan):** See attached – The Board would like to see a more visible parent group or committee that has set goals to accomplish for the year. That parent committee should have bylaws and officers and meet on a routine bases. School is to send out an invitation in the beginning of the year and state the needs and the plan for this committee.

Recommend approval

Motion by: John Henderson
Seconded by: Rosemarie Shamieh
Vote: Approved Unanimously

- E. Approval is Requested for 2018-2019 School Budget:** See attached May Financial Packet

Recommend approval

Motion by: John Henderson
Seconded by: Hermine Mahseredjian
Vote: Approved Unanimously

- F. Approval is Requested National Geographic Professional Development for 3937.50:** See attached

Recommend approval

Motion by: John Henderson
Seconded by: Silva Karayan
Vote: Approved Unanimously

- G. Approval is Requested Planet Bravo Computer Services for a total of \$24000:** The Board is requesting some benchmark to measure the level of success with this vendor. The dates should change before the contract is signed. See attached

Recommend approval

Motion by: Rosemarie Shamieh
Seconded by: Silva Karayan
Vote: Approved Unanimously

V. INFORMATION ITEMS/POSSIBLE ACTION:

- A. Update on Payalocity Payroll System:** The first payroll went through smoothly. Principal and School Operation Manager will have to work on integrating the new system for employee sign in.

- B. Update on LAUSD board member visit:** ----- visited the school on -----

- C. Teacher Summer Stipend:** Finance Committee is recommending to increase the summer daily stipend to \$150.00.

Recommend approval

Motion by: John Henderson
Seconded by: Hermine Mahseredjian
Vote: Approved Unanimously

D. InSight Facilities Commission Agreement: This will be voted on at the next meeting

E. Update on Classified Salaries: See attached

Recommend approval

Motion by: John Henderson
Seconded by: Rosemarie Shamieh
Vote: Approved Unanimously

F. Association Update: Nothing to report

VI. CLOSED SESSION

Adjourned to Closed Session at 8:10pm 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**

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_____.

VIII. FUTURE AGENDA ITEMS

The Board will consider items for future Board Meeting Agendas.

X. **NEXT BOARD MEETING DATE:**
July 18, 2018

IX. **ADJOURNMENT**
The meeting was adjourned at