

MINUTES

GOVERNING BOARD REGULAR MEETING

ARARAT CHARTER SCHOOL

6555 Sylmar Ave., Van Nuys

July 16, 2016

8:30 AM

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 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, Dr. Berjouhi Koukeyan at 8:31 am.

B. ROLL CALL

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

C. APPROVAL OF MINUTES OF BOARD MEETING OF JUNE 18, 2016

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

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: CHAIRPERSON'S REPORT. (Attachment)

1. Update Regarding the Leasing/Purchasing and Financing of a Facility; Dr. Koukeyan reported that when school entered into an agreement with RED Hook to seek its own facility, the Board went with the model that Red Hook will purchase/build the facility and the school will lease it from them. Red Hook identified a site for a possible location for the school at 18050 Vanowen St., in Reseda, in a nice residential area. It had to be completely torn down to build a new facility. Red Hook placed a bid on the property but it did not go through.

Now, Red Hook has identified another alternative under the Charter School Ground Lease/Partnership Opportunity with the Mid-Valley Family YMCA. The Mid Valley YMCA will be entertaining discussion with charter school operators for the potential ground leasing of a portion of its existing parking lot at 6901 Lennox Avenue in Van Nuys for the development of a charter school facility. It entails long term ground lease opportunity for charter schools. Interested parties are asked to submit a letter of interest due July 15, 2016. Ararat Charter School will submit the letter of interest to be placed in the pool of selected Charter School Operators for consideration. Under this modal, the school will enter into a ground lease agreement at a cost of \$18,000 a month, without structure. Red Hook will help in getting the money to finance the school building, to include the lease of the land and the cost of the building. Red Hook will also present plans around cost and design.

2. **Diversity Plan Update:** with respect to diversity with certificated Faculty, the five year plan calls for a 3% annual increase for PHBAO to achieve 66%-34% ratio within five years. The 2015-16 ratio in this category is 87.5% White/Other and 12.5% PHBAO. With respect to the student population, ACS will increase its PHBAO students by 4% annually to achieve the goal of increasing from 10% to 30% and decreasing the Other White students from 90% to 70% over the next five years. The 2015-16 ratio is 88.52% White/Other and 11.47% PHBAO. The Diversity Committee has been meeting on a regular basis addressing outreach efforts for the recruitment of students and faculty.

3. **Update on Year End Feedback from Staff:** As has been the Board's practice for the past 6 years, Dr. Berjouhi Koukeyan, Board Chairperson, and Ms. Hermine Mahseredjian, Co-Chairperson, met with the certificated staff and sought their feedback on 2015-16 academic year. Topic covered the academic programs, such as, Language Arts, Math, Science and Social Studies. The staff worked on reviewing Language Arts textbooks that are aligned with Common Core standards. The school will adopt new Language Arts Textbooks that are more aligned with Common Core Standards. Meeting the needs of the Special Needs students and follow up with general student discipline procedures remain of great concern. Plans are in place to address these critical issues during the staff development in August.

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 Calendar of Events

- August 11, 2016, New Parent Orientation
- August 8 thru 18, Teacher Staff Development
- August 22, 2016, First Day of School for Students
- August 29 to September 23, CELDT Testing Campus 1 & 2

2. Update on Enrollment

2016-2017 Enrollment Update

K	52
1	50
2	52
3	54
4	50
5	78
Total	336

3. Update on School Staff Openings

- Need to fill 3 teacher openings in K and 1st Grade
- Need to fill 1 long term teaching position in 4th Grade
- Conducted interviews on 6/24, interviewed five applicants
- Conducted interviews on 7/14, interviewed five applicants
- 1 RSP teacher applicant interviewed on 6/24. We would like to offer this candidate the position.

4. Paychex Update:

- All employees are able to sign in and out
- All employees PTO has been inputted in the Paychex System
- All employees can request time off through the system
- Time off requests are pending admin approval
- Able to generate timesheet and payroll related reports
- Mock payroll done once
- Second mock payroll scheduled for end of July

5. Summer Staff Development

August 8	August 9	August 10	August 11	August 12
Vision/Mission/WASC CAASPP/SBAC Results	Mandated Topics Child Abuse CPR Personnel Handbook	Kagan PD Cooperative Learning & Student Engagement	ELA Adoption Publisher Training	ELA Adoption Planning
August 15	August 16	August 17	August 18	August 19
CPI/First Aide ELA Adoption Planning	-Special Education Positive Behavior Support Plan	Technology PD Technology Standards IPAD implementation	English Learners Integrated and Designated Support	Pupil Free Day Teachers work in their classrooms

6. Kagan Professional Development

Kagan's publications and workshops are based on a research program conducted by Dr. Spencer Kagan beginning in 1968. Dr. Kagan and his associates discovered that children of all ages in many parts of the world acted quite differently when placed in certain types of situations. He could manipulate the interaction patterns of children and make them more cooperative or more competitive. Dr. Kagan applied his findings to education and was a pioneer in the cooperative learning movement.

Kagan Publishing and Professional Development is all about engagement! Central to most Kagan publications and workshops are Kagan Structures. You've probably heard of some popular Kagan Structures including Numbered Heads Together, Timed Pair Share, Rally Robin, and Quiz-Quiz-Trade. Those Kagan Structures, and many more, are now used world-wide from kindergarten to adult education, in all academic subject areas to boost student engagement and learning.

7. Facilities Update: Red Hook has located a potential school facility at 6901 Lennox Avenue, Van Nuys, CA

- Mid Valley YMCA is renting out a lot that is within its property.
- This property is located a half a mile away from our Sylmar campus
- Marie and I scheduled a visit to the property on 7/14
- LOI (Letter of Interest) has been turned in to the YMCA

8. Audits, Reviews, & Mandated Reporting- No Update

MISIS-No update

D. FOR INFORMATION: FINANCIAL REPORT

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

- 1. Budget to Date Update from Edtec** – No budget update was presented this month

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.

None

IV. ACTION ITEMS

- A. Approval is Requested for Kagan Professional Development to provide a one day in service on cooperative learning and student engagement, to include consultant fee and materials in the amount of \$4839.00**

Recommend approval

Motion by: Mr. Henderson

Seconded by: Mrs. L. Gonzalez

Vote: Approved Unanimously

- B. Approval is Requested for Total Education Services for the 2016-2017 school year for modified services for special education students**

Recommend approval

Motion by: Mr. Henderson

Seconded by: Dr. Karayan

Vote: Approved Unanimously

V. INFORMATION ITEMS/POSSIBLE ACTION:

- A. Update for Special Education 2016-2017; RSP teacher, BII:**

- B. Update on Renewal of Custodial Services**

Recommend approval: Renew with AllState with the reduced rate with the following provision: To offer a contract to Julio Aguilar for a \$500 per month for additional services that are not rendered through AllState.

Motion by: Mr. Henderson

Seconded by: Mrs. L. Gonzalez

Vote: Approved Unanimously

Recommend approval

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

C. Association Update: Prof. Mahseredjian shared that in celebration of a successful WASC accreditation process, the Association will be treating the school's staff to a luncheon on the last day of summer professional development.

VI. CLOSED SESSION

Adjourned to Closed Session at ___9:30 AM_ to consider and/or take action upon any of the following items:

Public Employee Employment (G.C. 54957)

Title:

- **Certificated Personnel Update**
- **Classified Updates**
- **Certificated/Management Update**

Conference with Legal Counsel: Anticipated Litigation

Possible litigation pursuant to (2) or (3) of subdivision (d) of section 5495956.9: one case

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 10:10 AM. The board chairperson reported that the board took action on the following items: 1) approved Janet Balekian's contract as assistant principal; 2) Caroline Bullock as RSP teacher; and 3) created a clerk typist position for 2016-17.

The board also consulted with the attorney regarding a pending certificated personnel position.

The board also discussed the need to fill the pending open board seats with diversity in mind.

V. FUTURE AGENDA ITEMS

The Board will consider items for future Board Meeting Agendas.

None

VI. NEXT BOARD MEETING DATE:

August 20, 2016, 9:30 am at the ACS 1 Campus

VII. ADJOURNMENT

The meeting was adjourned at 10:20AM