

MINUTES

GOVERNING BOARD REGULAR MEETING

ARARAT CHARTER SCHOOL

6555 Sylmar Ave., Van Nuys

August 15, 2015

9:30 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 Chair, Berjouhi Koukeyan at 9:55 am.

B. ROLL CALL

	Present	Absent
Shakeh Avakian	<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 type="checkbox"/>	<input checked="" type="checkbox"/>
Aret Oz	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayra Perez	<input type="checkbox"/>	<input checked="" type="checkbox"/>

C. APPROVAL OF MINUTES OF BOARD MEETING OF JULY 18, 2015

Moved by: Dr. Karayan Seconded by: Prof. Mahseredjian 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 a Facility:** Dr. Koukeyan stated that at the May Board meeting, the board took action to secure reference check on Red Hook Capital Partners and asked Board member John Henderson to establish contact with Red Hook. The reference check was positive and Mr. Henderson has talked with Craig Underwood of Red Hook. It was determined that no cost will be incurred on the part of the school until such time that a location is found. At this meeting, the Board will take a look at the Memorandum of Understanding as prepared by Red Hook. This memorandum was reviewed by our attorney, Sarah Kollman and her suggestions have been taken into consideration. Mr. Henderson will provide more details at the Board meeting.
- 2. Salary Payments on the Basis of 10 Months Vs. 12 Months:** At the request of the Board, the Board Chairperson, Dr. Berjouhi Koukeyan looked into the possibility of paying teachers on 12 month basis vs. 10 month, which is the current practice. One of the options gives the employee the opportunity to voluntarily withhold a certain amount of money each month and receive 2 checks during the summer for the 187 days already worked. The Board discussed the ramifications and decided to give the certificated employees the option of having their salary paid over 12 months. Based on information prepared by Edtech, the school has prepared the form that describes the provisions of this option. Participation on the part of individual teachers is voluntary. (See attachment)
- 3. Update on WASC accreditation:** The school has started the process of seeking full WASC accreditation. The process requires that the school complete a comprehensive Self-study with the

full participation of the faculty and submit a proposal to the Western Association of School and Colleges for full accreditation. The self-study report must be fully aligned with the charter petition. The staff started working on the process during the 2014-15 school year and has been working on completing the report during the months of July and August. The first draft of the self-study is ready and will be reviewed by the teachers during August 19th PD. The draft will be on the Board agenda at the September Board meeting before submission to WASC at the end of September. The WASC visit is scheduled for the month of November. The validation visit will last for three days and a recommendation will be submitted to the WASC Board.

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 preliminary results of CAASPP

2. School Programs

- **Update on Parent Orientation for new students**
- **Update on professional development from August 10 thru August 20**
- **Update on The Smarter Balanced Assessment Consortium (CAASPP/SBAC) – Preliminary Results** have been released and will be shared with teachers during our summer professional developments.
- **Enrollment Update:** Currently we are trying to fill in a few available spots on 4th grade

3. Update on Calendar of Events Calendar of Events

- Kindergarten/New Student Parent Orientation August 5, 2015
- Professional Development, August 10 to 20, 2015
- Pupil Free Day, Friday August 21, 2015
- First Day of School, Monday August 24, 2015

4. Audits, Reviews, & Mandated Reporting

- **Update on Support for Homeless Children Policy** - The McKinney-Vento Homeless Assistance Act, part of No Child Left Behind, mandates that all local educational agencies, such as school districts, independent charter schools, private schools and county offices of education, designate an appropriate staff person as the liaison for homeless children/youth. This law entitles all homeless school-aged children equal access to the same free, appropriate public education that is provided to non-homeless students. Accordingly, schools and centers are required to remove barriers to the enrollment, attendance, and success of homeless students in school.
- **CRDC-** Every other year the U.S. Department of Education conducts the Civil Rights Data Collection (CRDC). The CRDC collects a variety of information including, student enrollment and educational programs and services, disaggregated by race/ethnicity, sex, limited English proficiency and disability. CRDC has granted all LEA or school districts an extension-August 21, 2015
- **MiSiS-** No update
- **CALPADS –** No update

- **Attendance-** No update
- **CELDT-**Testing has been scheduled for September 3 thru September 25.

D. FOR INFORMATION: FINANCIAL REPORT

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

1. Budget to Date Update. Budget to date update and report from Edtec- Mrs. Kristin Dietz presented the following reports:

- 2014-15 Year End Unaudited Actual Summary: Unaudited Actual Net Income has increased by \$217K over the Approved Budget
- Revenues
 - Federal Funding Increased \$1.9k
 - Final SpEd IDEA rate reduced (-\$2k)
 - Final Title I-III entitlements increased (+\$3.9k)
 - Other State Funding Increased by \$6.7k
 - FY14 SpEd Rate increased per LAUSD (+\$5.8k)
 - Current year SpEdAB602 rate increased (+\$1.2k)
 - Lottery and Mandated blk final entitlements reduced (-\$284)
 - Local Revenues & Fundraising Increased by \$20k
 - Fundraising Income and other local Received in June +\$20k
- Expenses Unaudited annual Expenses \$2,863,326 decreased by \$157K from May forecast
- Enrollment and ADA LCFF Revenue for FY15 is tied to P-2 ADA of 364.55
- Balance Sheet
- Exhibits (supplemental schedules)Check Registers –June
- Budget vs. Actual Detail

a. Unaudited Financial Report: This report is due to the State in the beginning of August. See attached report.

2. Update on Associated Student Body Bank Account: A representative met with signatories and the principal and gathered signatures for the new account.

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 Data 4 Success to provide services for CALPADs, CRDC, and CBEDS reporting at a cost \$4,200.

Recommend approval

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

B. Approval is requested for a Governing Board Policy on the Enrollment of Homeless Students

Recommend approval

Motion by: Mr. Oz
Seconded by: Mrs. Gonzalez
Vote: Approved Unanimously

C. Approval is requested for a Governing Board Policy on Bullying and Hazing

Recommend approval

Motion by: Mr. Oz
Seconded by: Mrs. Gonzalez
Vote: Approved Unanimously

V. INFORMATION ITEMS/POSSIBLE ACTION:

A. Update on Certificated Teacher Salary Payments of 10 Months vs. 12 Months: Form will be distributed to all employees to select an option. The forms will be turned in to Edtec before the first payrolls are due.

B. Update on Paychex Software Cost for Tracking Staff Sick Days and Vacation Days Electronically: Additional

Recommend approval

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

C. Breakfast in the classroom at ACS2 (Erwin Campus): LAUSD Schools participate in “Breakfast in Classroom” program, where food is delivered to the classrooms and student eat breakfast. Since implementation will require teacher involvement, the Board decided to have a few teachers and staff members visit and observe how this program is done at Erwin Elementary School. The Board will approve this item pending teachers’ support.

Recommend approval

Motion by: Mr. Henderson
Seconded by: Mrs. Gonzalez
Vote: Approved Unanimously

D. Association Update: None

VI. CLOSED SESSION

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

Public Employee Employment (G.C. 54957)

Title:

- **Certificated Personnel Update**
 - **Contract Approval is Requested for Kindergarten: Jasmine Boyajyan**
 - **Contract Approval is Requested for Fourth Grade: Kristine Baldzhyan**
 - **Contract Approval is Requested for Coordinator: Rina Niazi**
- **Certificated/Management Update**
 - **Contract Approval is Requested for Part Time Director: Marie Stuart**

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 _____ .

V. FUTURE AGENDA ITEMS

The Board will consider items for future Board Meeting Agendas.

VI. NEXT BOARD MEETING DATE:

September 19, 2015, 9:30 am at the ACS 1 Campus

VII. ADJOURNMENT

The meeting was adjourned at _____