



MINUTES



GOVERNING BOARD MEETING ARARAT CHARTER SCHOOL

May 21, 2020

6:30 pm

Regular Meeting

This meeting will be by teleconference pursuant to Executive Orders N-25-20 and N-29-20.

Ararat Charter School Governing Board and employees shall meet via the Zoom meeting platform. Members of the public who wish to access this Board meeting may do so at:

Ararat Charter School is inviting you to a scheduled Zoom meeting.
Topic: Ararat Charter School Governing Regular Board Meeting

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Members of the public who wish to comment during the Board meeting may use the “raise hand” tool on the Zoom platform. Individual comments will be limited to three (3) minutes. If an interpreter is needed for comments, they will be translated to English and the time limit shall be six (6) minutes. The Governing Board may limit the total time for public comment to a reasonable time.

The Board reserves the right to mute or remove a member of the public if comments or actions disrupts the Board meeting.

Access to Board Materials: A copy of the written materials which will be submitted to the School’s Governing Board may be reviewed by any interested persons on Ararat Charter School’s website along with this agenda following the posting of the agenda at least 72 hours in advance of this meeting.

Disability Access: Requests for disability-related modifications or accommodations to participate in this public meeting should be made 24 hours prior to the meeting by calling (818) 994-2904 or cmenjivar@araratcharterschool.com. All efforts will be made for reasonable accommodations. The agenda and public documents can be modified upon request as required by Section 202 of the Americans with Disabilities Act.

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 and all relevant documents are available to all audience members at the meeting.
2. “Request to Speak” forms are available to all audience members who wish to speak on any agenda or non-agenda items.
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. 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 Address the Board” 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 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.

I. OPEN SESSION

a. Call to Order

This meeting was called to order by Board’s Chairperson, Ms. Avakian at 6:33pm.

b. Roll Call

Shakeh Avakian	<input checked="" type="checkbox"/>	<input type="checkbox"/>
John Henderson	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Silva Karayan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Giuliana Velarde	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rosemarie Shamieh	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Levi Kirkland	<input checked="" type="checkbox"/>	<input type="checkbox"/>

II. APPROVAL OF MINUTES OF BOARD MEETING OF MAY 7, 2020

Recommend approval

Motion by: Mr. Kirkland
 Seconded by: Dr. Velarde
 Vote: Approved Unanimously

III. APPROVAL OF CHECK AND CREDIT CARD REGISTERS

Recommend approval

Motion by: Mr. Kirkland
 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 Virtual Learning**

- The PBIS Committee was up and running in May with Spirit Days and charter awards.
- Committee Members include Ms. Baldzhyan, Ms. Murray, Ms. Parisen, and Ms. Prince.
- Spirit Day Fri-Yays began May 1st with a Career and College Day. Students were encouraged to wear their college shirt or colors, or professional attire.
- Remaining Spirit Days

Spirit Fridays	Description	Spirit Fridays	Description
May 8	Love Your Teacher Day – wear you teacher’s favorite color	May 29	Hats off to Distance Learning – wear a crazy hat or crazy hair
May 15	Art Day – bring artwork to Zoom class	June 5	Snooze to Zoom –pajamas day
May 22	Marvelous Mountaineers – wear school T-shirt or colors	June 12	Looking forward to a bright Summer – wear sunglasses and bring a book

- PBIS Awards are given to 2 students per classroom and are selected weekly for best emulating the charter traits of the weekly theme

Week	Weekly Themes	Week	Weekly Themes
May 4 – 8	Practice Makes Perfect	May 25 – 29	Climbing and Thriving
May 11 – 15	Kind all the Time	June 1 – 5	Responsible and Ready to Learn
May 18 – 22	Commitment to Learning	June 8 – 12	Perfectly Persevering

- Virtual Class Visits – All classes, including specials, visited at least once every 2 weeks.
 - Class norms for attendance and behavior are being followed
 - Still a varied use of online teaching strategies and technology use depending on comfort level and availability of digital products (digital white boards, writing tools). However, vast improvements have been noted at all grades and subjects.
 - Tech support is continuing with the help of F. Erazo and J. Aguilar
 - Several teachers are attending virtual PDs and webinars to improve virtual learning strategies, digital skills and find resources to support learning.
 - SPED support services: RSP, Speech, OT, and Counseling on going
 - IEPS and student support meetings are being conducted weekly

- **Update on Parent Survey**

- Survey was sent out Wednesday, May 20 and is due back by Wednesday, May 27, 2020.

- **Update on Tea with the Principal**

- Last meeting was held May 6, 2020. Upcoming dates May 21, 2020 and June 3, 2020 at 3:30pm.

c. Director of Operation’s Report

This is a presentation of information that has occurred since the previous Board meeting. (Per attached report)

- **Update on Virtual Learning Student Accommodations**

Office staff has been working tirelessly to ensure that all students have access to computing devices.

- 132 iPads have been lent to families
- Purchase of 6 hotspots for connectivity
- Technology Troubleshooting
- Distributing student belongings by appointment

- **Update on Student Attendance**

Room #	Grade	Attendance Percentage 3/30/2020 to 4/17/2020 (Weeks 1 & 2)	Attendance Percentage 4/27/2020 to 5/15/2020 (Weeks 3, 4 & 5)
1	K	93.0%	91.1%
2	K	93.3%	96.3%
3	1 st	98.7%	99.5%
4	1 st	96.1%	97.7%
5	2 nd	99.6%	100%
6	2 nd	90.5%	92.3%
49	2 nd	96.0%	96.2%
50	3 rd	99.1%	94.0%
51	3 rd	95.4%	99.5%
44	4 th	94.8%	98.8%
45	4 th	91.7%	95.6%
47	5 th	91.6%	89.7%
48	5 th	97.2%	95.3%
School Wide Average Attendance	K-5th	95.2%	95.8

- **Update on Parent Wellness Support Group**
 - May 26, 2020, 9:00 – 11:00am
 - Group of 12 parents/guardians
 - Meeting detail will be shared with the group only
- **Federal and State Reporting:** None to report
- **Update on Governing Board End-of-Year Meeting with Stakeholders**
 - Parents/Guardians
 - Meeting with Parents and Guardians: Wednesday, June 3, 2020
 - Electronic School-wide survey will be sent home on the same day
 - Staff
 - Meeting set for June 12, 2020
 - Electronic survey will be emailed to all staff on the same day
- **Update on Public Random Lottery**
 - Lottery application submission due date: Saturday May 16, 2020, 4pm
 - Lottery date: Saturday, May 30, 2020
 - Increase of 2.17% in PHBAO count (41.33% - 2019-20)

Grade	Total	PHBAO	White
TK	33	14	19
		42.4%	57.6%
K	179	36	143
		20.1%	79.9%
1 st	83	30	53
		36.1%	63.9%
2 nd	36	13	23
		36.1%	63.9%
3 rd	23	13	10
		56.5%	43.5%
4 th	15	10	5
		66.7%	33.5%
5 th	6	3	3
		50.0%	50.0%
TOTAL APPLIED	375	119	154
		43.5%	56.5%

d. Financial Report

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

- **Budget to Date:** Ms. Kristin Dietz reviewed the financial report that entailed the following items:
 - **FY2019-20 Forecast**
The current forecast reflects a net increase of \$84k due to unfilled positions and school closure.
 - **FY 2019-20 Cash Flow**
Ararat projected to end FY20 with a cash balance of \$3.5M, 146 Days Cash on Hand after reducing for Building Fund; can weather upcoming deferrals
 - **FY 2020-21 Budget**
 - LCFF COLA of -7.69%

- STRS: 16.15% from 18.41%
- PERS: 20.7% from 22.67%
- CARES Part II: 4.4B for LEAs heavily impacted by COVID
- Program proposed in January cut, expect SPED
- **Title Fund Budget**
Title funds spending occurring, flexibility due to school closures
- **Exhibits**

V. DISCUSSION INFORMATION ITEMS/POSSIBLE ACTION

- a. **Update on Summer School**
Considering health risks and the mental health of our staff, parents, students, and school community board has decided to set aside summer school (physically and virtually) and focus on teacher trainings and building a solid instructional program during summer.
- b. **Update on Trimester 3 Grading Policy**
School will follow the state guidelines in terms of grading. For the 3rd Trimester reporting period grades K-5 students will not receive a final APL (academic performance level) grade.
- c. **Update on 2020-21 School Year Re-Opening Plan**
Director of Operations and Compliance and Interim Principal will present plan for reviewal at next Governing Board meeting.
- d. **Update from Board Finance Committee Meeting**
School currently has 343 students enrolled forecasting next school year with 350 students and assuming \$10,000 per ADA, if enrollment does not reach 350 enrolled students we might be at risk. Board has recommended to modify and reduce the number of students in Kindergarten enrollment to 23 students per class to have a better quality in the educational program and following schools petition. School will offer lower number of seats during lottery and add from waitlist afterwards.
- e. **Review of Comparable Compensation Data for Charter School Principals/Directors**
Attorney will provide a school service survey to determine a comparable compensation package for the Principal or Director and determine compensations.
- f. **Oral Report of Salary, Salary Schedule, or Compensation Paid in the form of Fringe Benefits to Principal**
(Salary scales were shown for Classified, Certificated, and Administrative) – See attached.

VI. 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**

No Action taken

VII. PUBLIC SESSION – REPORT OUT OF CLOSED SESSION

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

None

VIII. ACTION ITEMS

- a. **Approval is Requested for 2020-2021 School Year Budget**
Recommend approval
Motion by: Mr. Kirkland
Seconded by: Dr. Karayan
Vote: Approved Unanimously
- b. **Approval is Requested for 2020-2021 Salary Tables**
Recommend approval
Motion by: Ms. Shamieh
Seconded by: Dr. Velarde
Vote: Approved Unanimously
- c. **Approval is Requested for Approval of Fixed Term Employment Agreement for Principal**
Recommend approval
Motion by: Ms. Shamieh
Seconded by: Dr. Karayan
Vote: Approved Unanimously
- d. **Approval is Requested for Salary Offered to Principal Position**
Recommend approval
Motion by: Dr. Velarde
Seconded by: Ms. Shamieh
Vote: Approved Unanimously
- e. **Approval is Requested for Renewing Employment Contract for 2020-21 School Year**
Recommend approval
Motion by: Dr. Velarde
Seconded by: Ms. Shamieh
Vote: Approved Unanimously
- f. **Approval is Requested for COVID-19 Operations Written Report to Community:** This item will be brought back at the next meeting.
- g. **Approval is Requested for Renewal of Illuminate Platform for the Amount of \$8008.50**
Recommend approval
Motion by: Mr. Kirkland
Seconded by: Dr. Karayan
Vote: Approved Unanimously
- h. **Approval is Requested for Renewal of PowerSchool for the Amount of \$7709.78**
Recommend approval
Motion by: Dr. Velarde
Seconded by: Ms. Shamieh
Vote: Approved Unanimously
- i. **Approval is Requested for Renewal of Renaissance Accelerated Reader for the Amount of \$4864.00**
Recommend approval
Motion by: Mr. Kirkland
Seconded by: Dr. Karayan
Vote: Approved Unanimously

IX. FUTURE AGENDA ITEMS

The Board will consider items for future Board Meeting Agendas

Discussion of LAUSD CSD Oversight Visit Report (for July meeting)

X. NEXT BOARD MEETING DATE

June 18, 2020

XI. ADJOURNMENT

The meeting was adjourned was at 10:04pm