



MINUTES



GOVERNING BOARD MEETING ARARAT CHARTER SCHOOL

February 18, 2021

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 is inviting you to a scheduled Zoom meeting.

Topic: ACS Governing Board Meeting

Time: Feb 18, 2021 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/99068438666>

Meeting ID: 990 6843 8666

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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 Chairperson, Ms. Avakian at 6:36pm

b. Roll Call

Shakeh Avakian	<input checked="" type="checkbox"/>	<input 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 DECEMBER 10, 2020

Recommend approval

Motion by: Dr. Velarde

Seconded by: Mr. Kirkland

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

This is a presentation of information that has occurred since the previous Board meeting.

1. Special Education Program

- Traditional District Validation Review (TDVR)

This is an audit of our SpEd Program. The SpEd Coordinator and her team diligently prepared for this which took place on February 16 and 17. Administrators, teachers, and parents were interviewed. The Charter Operated Program (COP) LAUSD TDVR team reviewed documents that included: student educational evaluations, parent surveys, professional development, website information, and Welligent reports. Based on their review they will provide commendations and recommendations. The final report will be shared at the next governing board meeting.

2. Schoolwide Internal and State Assessments

- Northwest Evaluation Association Measures of Academic Progress (NWEA MAP) Grades 1-5
- English Language Proficiency Assessments for California (ELPAC)

English Learners

- Smarter Balanced Assessment Consortium (SBAC)
Grades 3-5

Our EL coordinator has been busy setting up schedules for testing and ensuring that appropriate supports are available for teachers. These assessments will be completed online. Currently, iPads are being set up for secure testing.

3. Instructional Supports

- Peer Observations
- Collaboration with Coordinators

As Principal is observing classrooms, she is gaining a keen sense of the needs of teachers and trainings that we must engage in. The EL Coordinator makes herself available and works with teachers during grade level meeting times and individually to support the teaching and learning process. Furthermore, the school is also providing opportunities for teachers to observe their peers. Therefore, subs are being utilized to cover classes. These are considered individual PD sessions where teachers have an opportunity to collaborate and invariably elevate the teaching and learning at ACS.

4. Social and Emotional Supports for Students and Families

- Kudoboard
- FriYAY-Happiest Hour
- Counseling

The pandemic has extended longer than anyone anticipated. More and more families are experiencing hardships. Kudoboard, an online bulletin board is being used to send families most impacted by this pandemic well-wishing. Also, *FriYAY-Happiest Hour* is an after-school program for students most impacted by distance learning where students learn dance, games, meditation, and yoga. This program is being offered in collaboration with EdTec volunteers. The K-2 session has story time and dance/games. While the 3-5 session engages in meditation and yoga. ACS is immensely grateful for their time and partnership. Individual counseling sessions are also being offered to those students and families who are requesting them, or will benefit from them.

5. Update on Diversity Equity and Inclusion

Our next DEI training is tomorrow 2/19/21. Dr. Turner and Mr. Hall – from Student Empowerment will be joining us. Board members have been invited; Sara Cohen from the Genocide Education Project has also been invited.

6. Update on Genocide Education Project

Continuing with the ACS Governing Board's commitment to Diversity, Equity, and Inclusion (DEI), teachers and staff will engage in professional development with the Genocide Education Project. Three professional development sessions are scheduled – March, April, and May.

c. Director of Operation's Report

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

1. Update on Virtual Learning Student Accommodations

- Cisco Umbrella - Built into the foundation of the internet, Cisco Umbrella is a cloud security service that provides a line of defense against threats, wherever users access the internet — on or off the school network. It is deployed in minutes and gives and blocks threats and redirects the users to the appropriate pages
 - 3-weeks trial period
 - Subscription based on full-time employees
 - Annual cost is \$1000

- All 3rd – 5th grade students will be issued a reconfigured iPad to be used for ELPAC and CASSPP
 - 99 devices will be exchanged
 - 83 new devices will be distributed
 - Distributions are scheduled for
 - 3rd Grade: Monday, February 22
 - 4th Grade: Monday, March 1
 - 5th Grade: Monday, March 8

2. Update on Attendance

Grade	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage
	Month 1	Month 2	Month 3	Month 4	Month 5
	08/17/2020 to 09/11/2020	09/14/2020 to 10/09/2020	10/12/2020 to 11/06/2020	11/09/2020 to 12/04/2020	12/07/2020 to 01/22/2021
K	97.16%	96.70%	96.63%	94.62%	95.22%
1st	95.56%	96.30%	95.37%	95.38%	94.96%
2nd	98.37%	97.14%	96.52%	97.53%	97.62%
3rd	95.98%	95.93%	97.53%	96.49%	96.42%
4th	98.39%	97.74%	98.31%	97.10%	98.52%
5th	93.12%	95.70%	95.47%	91.54%	95.78%
K-5th	96.41%	96.54%	96.73%	95.59%	96.46%

3. Update on Enrollment

2020-2021 Enrollment Update

Grade	Sections	8/17/2020 Enrollment	02/10/2020 Enrollment	Available Seats	Waitlist Count
Kinder	2	46	50	0	128
1st	2	50	50	0	56
2nd	2	54	56	0	23
3rd	3	79	81	0	10
4th	2	51	52	0	0
5th	2	51	50	1	0
TOTAL		331	339	0	245

2020-2021 PHBAO Count As of 02/10/2021

Grade	Total PHBAO
Kindergarten	10 (20%)
1 st Grade	9 (18%)
2 nd Grade	12 (21%)
3 rd Grade	16 (20%)

4 th Grade	3 (6%)
5 th Grade	5 (10%)

4. Update on 2021-2022 Public Lottery Applications

Grade	2021-2022 Sections	Projected Enrollment	Available Seats	Waitlist Count	PHBAO
Kinder	2	51	51	85	25 (29%)
1st	2	50	0	26	6 (23%)
2nd	2	50	0	18	6 (33%)
3rd	2	56	0	12	1 (8%)
4th	3	81	0	6	3 (50%)
5th	2	52	2	1	1 (100%)
TOTAL	13	340	53	187	

5. Update on State/Federal Reporting

- Fall 1 CALPADS Key Measure Indicators

CALPADS Fall 1 Certification Key Measures and Indicators	2019-2020 Count	2019-2020 % of Total Enrollment	2020-2021 Count	2020-2021 % of Total Enrollment	% Change	Two-year average	Supporting Certification Reports
Student Population and Student Groups							
Total Enrollment*	339	-	340	-	↑ 0.3%	NA	1.2, 1.3, 1.4, 1.5
Socioeconomically Disadvantaged	234	69.0%	282	82.9%	↑ 13.9%	76.0%	8.1
Special Education Students	17	5.0%	25	7.4%	↑ 2.3%	6.2%	1.2, 8.1
Title III Eligible Immigrants	8	2.4%	22	6.5%	↑ 4.1%	4.4%	1.2, 2.1, 2.2
Transitional Kindergarteners	0	0.0%	11	3.2%	↑ 3.2%	1.6%	1.2, 8.1
English Learners***	187	55.2%	157	46.2%	↓ -9.0%	50.7%	1.2, 1.18, 2.10, 8.1
Total Reclassified to Fluent English Proficient (RFEP)	41	12.1%	33	9.7%	↓ -2.4%	10.9%	2.9
Students Reclassified between Census Days**	22	-	15	-	↓ -31.8%	NA	2.8, 2.9, 2.13, 8.1
Local Control Funding Formula Sources							
Unduplicated Free / Reduced Meal Eligible	230	67.8%	282	82.9%	↑ 15.1%	75.4%	1.17, 1.18
EL Funding Eligible***	187	55.2%	175	51.5%	↓ -3.7%	53.3%	1.2, 1.17, 1.18
Foster	0	0.0%	0	0.0%	= -	-	1.17, 1.18
Homeless	0	0.0%	0	0.0%	= -	-	1.17, 1.18
Total Unduplicated	277	81.7%	301	88.5%	↑ 6.8%	85.1%	1.17, 1.18
Special Education							
Unduplicated Count of Education Plan Types	16	-	25	-	↑ 56.3%	NA	16.1, 16.2, 16.3
Count of Students Receiving Services	8	2.4%	25	7.4%	↑ 5.0%	4.9%	16.5, 16.6
Language of Instruction Programs							
Count of Programs ^a	187	-	184	-	↓ -1.6%	NA	2.14, 2.15

*Counts are taken from October 2, 2019 to October 7, 2020 (Census days)

- Kindergarten Immunization Report Status
 - Total Number of Kindergarten Students: 50
 - Requirements met for all Vaccines: 45
 - Permanent Medical Exemption: 1
 - Conditional Admission - Need Follow Ups: 3
 - Requirement not Met: 1

6. Update on Mandated State Hearing and Vision Testing

All screening has been suspended until further notice

7. Update on Floor Remodeling at ACS1 and ACS2

- ACS1 – Projects to begin February 15, 2021
 - All carpets are removed and replaced with linoleum flooring
 - School was able to choose colors and style

- Estimated project end date: Mid to end of March 2021
- ACS2 – 5 out of 7 classrooms have new flooring
- Office floors has been changed as well

d. Financial Report

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

1. Budget to Date Ms. Kristin Dietz reviewed the financial report that entailed the following items:

- **Federal and State Updates**
 - Federal Stimulus Package December 2020
 - ESSER II
 - Governor’s January Budget: Proposal for FY22
 - FY 20-21 State Aid Deferrals
 - Spring State Aid Deferrals start in February
- **January 2021 Forecast Update**
 - FY 20-21 Forecast Change
 - The current forecast reflects a net increase of \$132k
 - 2020-21 Cash Flow
 - Projected to end FY21 with 3.19M, 103 days Cash on Hand after reducing Building Fund and Spring deferrals
 - Cash Balance Designations
 - Building fund designation leaves \$771k cash available for operations

V. DISCUSSION INFORMATION ITEMS/POSSIBLE ACTION

After the presentations, the Board will consider which items will be removed from the list of "consent" items which will be adopted with a single vote without discussion. This is followed by the Board discussing and voting on the items removed from the list by the Board or where individuals have signed up to address the Board on the item.

a. Update on Facility Purchase

No updates

b. Update on Humanitarian Fundraising for Artsakh

The Artsakh committee met with an organizer who is involved in a number of humanitarian efforts and discussed possible ways on how to support families who are in need and who have elementary age students. The organizer will put a list together of families who might potentially benefit from the fundraising effort and share the list with the committee members at the next meeting.

- a. Sponsor 7 families with elementary age children
- b. Grades 3-5 will adopt one family per class
- c. Support each family for 4 months
- d. Connecting our students with those families via letter writing

c. Update on LAUSD Oversight

Our LAUSD Oversight was on February 9, 2021. The Charter School Division and Ararat Charter School team met and discussed guiding questions in addition to reviewing documents related to our instructional program. The Charter School Division Oversight Report has 4 components: Governance, Student Achievement, Organizational Management, Operations and Programs, and Fiscal. The report will be shared with the Governing Board once available.

d. Update on Prop 39 and LAUSD’s Preliminary Proposal

Every year in February, we receive a preliminary Proposal from LAUSD. The proposal contains information about the facilities that will be offered to ACS. The board reviewed and approved the Preliminary Proposal.

e. Update on COVID-19 School-Wide Testing

The Board was informed of an extra fee that was unanticipated. Board recommended to move forward with the COVID-19 Testing Agency (Co-Verify).

f. Update on Approval of ACS Conflict of Interest Policy by LA County Board of Supervisors

Based on Assembly Bill No.1505 there were certain rules that were imposed on Charter Schools including the Conflict of Interest Policy. Charter Schools are now to report to the LA County Board of Supervisors and not directly to LAUSD.

- g. Update on Form 700 Submission Process**
Forms 700's will be submitted electronically to LA County by April 1, 2021 and a copy will be given to the District.
- h. Report on 2019-2020 School Accountability Report Card (SARC)**
The Board reviewed and approved the 2019-2020 School Accountability Report Card (SARC).
- i. Report on 2019-2020 External Financial Audit**
The Board reviewed and approved the 2019-2020 External Financial Audit.
- j. Update on Title I Parent Involvement Policy**
The Board reviewed and approved the Title I Parent Involvement Policy.
- k. Student Teaching MOU with CSUN**
The Board approved the CSUN Student Teaching MOU.
- l. Comprehensive Safe School Plan**
The Board reviewed and approved the Comprehensive Safe School Plan.
- m. Selection of External Auditor for 2020-2021 School Year**
The deadline to submit the name of the selected financial auditor for the next school year to the state is April 1, 2021. The Director of Operations and Compliance will share with the Board, proposals of various auditors at the next Governing Board meeting.

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**

VII. PUBLIC SESSION – REPORT OUT OF CLOSED SESSION

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

VIII. ACTION ITEMS/CONSENT AGENDA ITEMS

After the presentations, the Board has considered which items to be removed from the list of "consent" items which will be adopted with a single vote without discussion. This is followed by the Board discussing and voting on the items removed from the list by the Board or where individuals have signed up to address the Board on the item.

- a. Approval is Requested for 2021-22 Prop 39 LAUSD Preliminary Proposal**
- b. Approval is Requested for 2019-2020 School Accountability Report Card (SARC)**
- c. Approval is Requested for 2019-2020 External Financial Audit Report**
- d. Approval is Requested for Title I Parents Involvement Policy**
- e. Approval is Requested for CSUN Student Teaching MOU**
- f. Approval is Requested 2020-2021 Comprehensive Safe School Plan**

Recommend approval

Motion by: Dr. Velarde

Seconded by: Mr. Kirkland

Vote: Approved Unanimously

Public Comment: No Public Comment

Roll Call for Casting the Vote

IX. FUTURE AGENDA ITEMS

The Board will consider items for future Board Meeting Agendas

- Charter School Division Oversight Report
- Salary Scale for Technology Coordinator Position
- Special Education Costs Broken down by Contracted Personnel
- District Validation Review (TDVR)

X. NEXT BOARD MEETING DATE

March 18, 2021, 6:30pm

XI. ADJOURNMENT

The meeting was adjourned was at 10:08pm

APPROVED