



# MINUTES



## GOVERNING BOARD MEETING ARARAT CHARTER SCHOOL

**November 18, 2021**

**6:30 pm**

***Regular Meeting***

Ararat Charter School is inviting you to a scheduled Zoom meeting.

Topic: Ararat CS Governing Board Regular Meeting  
Time: Nov 18, 2021 06:30 PM Pacific Time (US and Canada)

**Join Zoom Meeting**

<https://us06web.zoom.us/j/83669540743>

**Meeting ID: 836 6954 0743**

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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@aratcharterschool.com](mailto:cmenjivar@aratcharterschool.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 agendaized 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 6:32pm

**b. Roll Call**

Shakeh Avakian	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Silva Karayan	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Rosemarie Shamieh	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Giuliana Velarde	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Nayri Horvat	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Karim Merzian	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vache Shirvanian	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**II. GOVERNING BOARD FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 54953(e)**

The Charter School Governing Board determines, in accordance with Government Code Section 54953(e)(1)(B), that meeting in person would present imminent risks to the health or safety of attendees. Pursuant to Government Code Section 54953(e)(3), the Board has also reconsidered the circumstances of the State of Emergency declared by the Governor on March 4, 2020, and finds the State of Emergency continues to directly impact the ability of the Directors to meet safely in person and/or that State or local officials continue to impose or recommend measures to promote social distancing.

**III. APPROVAL OF MINUTES OF BOARD MEETING OF OCTOBER 7, 2021**

**Recommend approval**

Motion by: Ms. Shamieh  
Seconded by: Mr. Merzian  
Vote: Approved Unanimously

**IV. APPROVAL OF CHECK AND CREDIT CARD REGISTERS**

**Recommend approval**

Motion by: Ms. Shamieh  
Seconded by: Mr. Merzian  
Vote: Approved Unanimously

## V. COMMUNICATIONS

### a. **Public Hearing/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*

#### 1. **Discussion and Public Presentation of Educators Effectiveness Grant 2021-2026**

### b. **Principal's Report**

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

#### 1. **Update on English Learner Instruction and Assessments**

No updates

#### 2. **Update on Special Education**

No updates

#### 3. **NWEA Assessment and Analysis**

A summary of the projected SBAC proficiency based on NWEA MAP scores for all students was presented.

#### 4. **Update on Amplify (mClass) Intervention Program**

- Intervention groups have been formed based on NWEA MAP assessments
- Groups will be further assessed through DIBELS with 10-day Burst lessons
- TSA on campus 2 will service the students
- IAs on campus 1 will service the students

#### 5. **Update on Instructional Technology**

- Device Agreements – to date 86 families have not submitted their device agreements, 16 of those are students in long-term independent study.
- Operations / office personnel will connect to ensure that each family submits a device agreement.

#### 6. **Update on Satchel Pulse Program Implementation**

Satchel Pulse is a platform that captures Social and Emotional data to appropriately assess students' SEL levels. Data is collected through a 25-question student survey and 5-question teacher screener based on the Collaborative for Academic, Social, and Emotional Learning (CASEL) competencies.

- Self Awareness • Self-Management • Social Awareness • Relationships Skills • Responsible Decision Making

This program is being initialized in one 5<sup>th</sup> grade classroom.

#### 7. **Justice Equity Diversity and Inclusion (JEDI) Training**

The term JEDI is purposeful because they are the infamous warriors in the Star Wars saga. JEDI are people with exceptional skill, guardians of peace and justice, are guided by moral authority, and learn from a young age that they have rules to abide by.

- **Year 1** (2020-2021)– Setting the Stage Objective: “Getting us thinking and talking about DEI”
- **Year 2** (2021-2022)– Lessons on DEI Objective: “Demonstrations that teachers can emulate in subsequent years with resources that we can purchase beforehand to ensure that lessons are complete”
- **Year 3** (2022-2023) – Coaching on DEI Objective: “Observe teachers teach DEI using the lessons derived from coaches or lessons created by teachers

Ararat Literary Selections-The Best Diverse Books for Embracing Diversity in the Elementary School Classroom. Set of 60 books to purchase over a 4-month period. This library will be used on a check-out basis.

**8. Update on CurbSmart**

CurbSmart - For better communication, improved efficiency, and increased safety during dismissal. The test run for both campuses are complete. Second grade team and one teacher from Grade 4 participated in the test run along with select Admin. staff.

Instructional Technology Coordinator is working with the Operations team to send out an introduction to the parents. The Operations team will also create the placards.

Immediate future - appropriate training for all staff supported by Technology Committee and Administrators, as appropriate.

**9. Update on CSUN Student Teacher Program**

- 4 student teachers in grades K, 1 and 3 in the fall
- 3 student teachers in grades 1 and 3 in the spring

**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 Attendance**

<i>Instruction Type</i>	<i>Number of Students</i>
In-Person Instruction	315
AB-130 Independent Study Long Term	16
AB-130 Independent Study Short Term	25

**2. Update on Enrollment**

<i>Grade</i>	<i># of Sections</i>	<i>Expected Cohort</i>	<i>Current Cohort</i>
<b>TK/K</b>	2	52	<b>53</b>
<b>1st</b>	2	52	<b>49</b>
<b>2nd</b>	2	52	<b>54</b>
<b>3rd</b>	2	54	<b>52</b>
<b>4th</b>	3	78	<b>70</b>
<b>5th</b>	2	52	<b>52</b>
<b>Total</b>	<b>13</b>	<b>340</b>	<b>330</b>

**3. Review of CharterLIFE Plan Options for 2022 Renewal**

Currently, the School is offering the following benefits:

- Anthem Blue Cross Classic EPO (HMO Low)
- Kaiser Foundation Health Plans (HMO Low)
- Delta Dental PPO 1000
- VSP Vision

Number of Employees Covered: 21  
Number of Dependents Covered: 28  
No change in current monthly premium: \$28,814.00  
Annual Premium (Estimated): \$345,774

**4. Prop 39 Facilities Request Application**

- Submitted on October 29, 2021
- 279 Current Students from Grades K-4 are from 53 different LAUSD home schools
- There are 6 Exempt Students
- There are 83 applicants for the 2022-2023 Public Lottery. This is a partial list.
- School also included the possibility of needing additional rooms for the elementary expansion

**5. Annual Brown Act Training**

Required training for all Board Members scheduled for Thursday, December 16, 2021, 4:00 pm

**6. Update on Staff Vaccination Status – Exemptions and Accommodations**

As of October 15, 2021, all employees and Service Providers who access the school's sites are vaccinated.

- Exemption has been granted to three (3) Employees
- The school conducts a monthly Interactive Process to gain updates

**7. Update on Legislation – AB361 and AB104**

- AB361: This bill, until January 1, 2024, would authorize a local agency to use teleconferencing without complying with the teleconferencing requirements imposed by the Ralph M. Brown Act when a legislative body of a local agency holds a meeting during a declared state of emergency, as that term is defined, when state or local health officials have imposed or recommended measures to promote social distancing, during a proclaimed state of emergency held for the purpose of determining, by majority vote, whether meeting in person would present imminent risks to the health or safety of attendees, and during a proclaimed state of emergency when the legislative body has determined that meeting in person would present imminent risks to the health or safety of attendees, as provided.
- AB22 Existing law, covering the period from the 2014–15 school year to the 2021–22 school year, inclusive, requires, as a condition of receipt of apportionments for pupils in a transitional kindergarten program, a child who will have their 5th birthday between September 2 and December 2 to be admitted to a transitional kindergarten program maintained by a school district or charter school. Existing law revises the timespans for those mandatory admittance requirements to be phased in from the 2022–23 school year to the 2025–26 school year, as provided, at which time a school district or charter school, as a condition of receipt of apportionments for pupils in a transitional kindergarten program, would be required to admit to a transitional kindergarten program maintained by the school district or charter school a child who will have their 4th birthday by September 1.
  - a. From the 2014–15 school year to the 2021–22 school year, inclusive, a child who will have their fifth birthday between September 2 and December 2 shall be admitted to a transitional kindergarten program maintained by the school district or charter school.
  - b. In the 2022–23 school year, a child who will have their fifth birthday between September 2 and February 2 shall be admitted to a transitional kindergarten program maintained by the school district or charter school.
  - c. In the 2023–24 school year, a child who will have their fifth birthday between September 2 and April 2 shall be admitted to a transitional kindergarten program maintained by the school district or charter school.
  - d. In the 2024–25 school year, a child who will have their fifth birthday between September 2 and June 2 shall be admitted to a transitional kindergarten program maintained by the school district or charter school.

- e. In the 2025–26 school year, and in each school year thereafter, a child who will have their fourth birthday by September 1 shall be admitted to a transitional kindergarten program maintained by the school district or charter school.

**d. Financial Report**

*This is an update from what has transpired since the last board meeting since the last board meeting. (Per attached report)*

1. **Budget to Date** Ms. Jean Yang reviewed the financial report that entailed the following items:
2. **First Interim Financial Report**
  - FY22 Net Income at 44K, decreased 133K from previous forecast
  - FY22 Net Income decreased 133K mostly due to LCFF and substitutes
  - Cash Flow projected to end at 3.9 million, 135 days cash on hand
3. **Elementary Expansion Material Revision Revised Budget**
  - Enrollment grows from 360 to 492 over three years
  - Net incomes remain strong for three years, increasing with enrollment

**VI. DISCUSSION, INFORMATION, AND POSSIBLE ACTION ITEMS**

*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**

- Charter School Capital – Rekha Krishnan
- Real Estate Agent – Nick Tatone
- Pacific Charter School Development – Hope Fang

**b. Update on Material Revision to Charter Petition and Facilities' Plan**

- Update Governing Board Resolution
- Update Cover Letter
- Update Budget

**c. ACS Annual Thanksgiving Food Drive**

Partnering with the Bernardi Senior Center (Corner of Sylmar and Haynes) and the Meals on Wheels Program. Staff and 2<sup>nd</sup> grade students delivered the merchandise on November 15, 2021.

**d. ACS1 Zoning Changes**

The Los Angeles Unified School Office of Environmental Health and Safety visited ACS1 regarding the traffic issues at the school. This change in parking zoning is supported by the LAPD, Councilmember's office, and LAUSD.

**e. Safety Violations During Moring Drop-Off**

At each campus we have a designated staff member that keeps track of daily violations such as (Double Parking, U-Turn, and/or Drive-Way Blocking). An email is then sent to families requesting their support in creating a safe environment for our students and community. An example of the message was shared.

**f. ACS Annual Thanksgiving Potluck**

School held its Annual Thanksgiving Potluck on Thursday, November 18 to celebrate the holiday together.

**g. ACS Annual Harvest Festival**

The annual celebration took place on Friday, October 29. Students were encouraged to wear school appropriate costumes. We had a classroom door decoration competition with a first place prize of 10-minute extra recess and a pumpkin decoration competition with various categories such as funniest, most creative, cutest, scariest, etc. Each classroom submission qualified under a category.

**h. Independent Study Program Preparation Stipend**

Classroom Teachers are planning diligently for those students who are on Independent Study to ensure equivalent instruction. Packets include slides for ELA and Math, links to videos, and the publisher’s portals, classwork, and homework sheets. Packets are prepared weekly and uploaded to Google Classroom. Grade Levels Teams either share the responsibility or choose one teacher to take on the task.

The school is recommending a stipend to compensate the teachers:

- Not to exceed 3 hours per week
- For 15 Weeks (August 16 through December 3)
- The total cost will not exceed \$ 10,000
- Will be distributed based on the responses from the Grade Levels and the completed Extra Hourly Log

**i. Approval of Behavior Intervention Implementation (BII) In-House Positions**

The BII/BID Expenditure Comparison table was shared and discussed.

**j. Implementation of New Systems for Paid Time Off and General Questions/Inquiry**

To mainstream the request for time off, all staff have been instructed to complete a Google Form and submit the form along with the lesson plans to a PTO email. This is a “shared” mailbox.

Responding to Parent Concerns/Questions – School has begun utilizing the [info@araratcharterschool.com](mailto:info@araratcharterschool.com) email.

**VII. 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**

**VIII. PUBLIC SESSION – REPORT OUT OF CLOSED SESSION**

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

**IX. 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 Independent Study Preparation Stipend**
- b. Approval is Requested for Hiring In-House BIIs**
- c. Approval is Requested for First Interim Financial Report**
- d. Approval is Requested for the Revised Elementary Expansion Material Revision**



Public Comments: No Public Comments  
Roll Call for Casting the Vote

**Recommend approval**

Motion by: Dr. Velarde  
Seconded by: Ms. Shamieh  
Vote: Approved Unanimously

**X. FUTURE AGENDA ITEMS**

*The Board will discuss items for future Board meeting agendas*

- Educators' Effectiveness Grant

**XI. NEXT BOARD MEETING DATE**

December 16, 2021, 6:30pm

**XII. ADJOURNMENT**

The meeting was adjourned was at 10:24pm

APPROVED