



MINUTES



GOVERNING BOARD MEETING ARARAT CHARTER SCHOOL

March 17, 2022

6:30 pm

Regular Meeting

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

Topic: ACS Governing Board Meeting

Time: Mar 17, 2022 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/89304131675>

Meeting ID: 893 0413 1675

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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 disrupt 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 you will visit these meetings often. Your participation assures us of continuing community interest in our School. The following guidelines are provided to assist you in the ease of speaking/participating in our meetings.

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 the 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 appropriately 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 6:34PM

b. Roll Call

Shakeh Avakian	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Silva Karayan	<input checked="" type="checkbox"/>	<input 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 type="checkbox"/>
Karim Merzian	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vache Shirvanian	<input checked="" type="checkbox"/>	<input type="checkbox"/>

II. APPROVAL OF 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.

Recommend approval

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

III. APPROVAL OF MINUTES OF BOARD MEETING OF FEBRUARY 17, 2022

Recommend approval

Motion by: Ms. Horvat
Seconded by: Ms. Shamieh
Vote: Approved Unanimously

IV. APPROVAL OF CHECK AND CREDIT CARD REGISTERS

Recommend approval

Motion by: Mr. Shirvanian
Seconded by: Dr. Karayan
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

b. **Principal's Report**

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

1. **Update on English Learner Instruction**

Designated and Integrated ELD continues to support all English Learners.

2. **Update on Special Education**

A discussion is of a child's learning loss is required at every IEP meeting. We are partnering with parents to address learning loss. Additionally, the school is provided services missed called Recoupment services versus Compensatory services because the school is not at fault for the school closures from the pandemic. We are currently in the process of hiring for 4 new positions.

Board previously approved hiring in-house BII's and paraprofessionals to support students as needed. Currently positions include: 1 FT BII, 1 PT BII, 1 FT Para, and 1 PT Para

The school is trying to change parent perspectives of Special Education. Personnel are planning workshops at K Orientation to better educate parents around what SPED is and how it helps students.

3. **Update on School-Wide Assessments**

ELPAC Testing

50% of the students have completed the assessment to date. The EL Coordinator is supporting as needed with assistance from various adult assistants for all individualized sections of the ELPAC.

NWEA MAP Assessments

1:1 device to students has been a game-changer. Testing is complete in both Reading and Math. Teachers will use the NWEA reports to share individual student data during parent conferences on March 18. Data will be shared with the board next month.

4. **Update on Intervention and Enrichment**

- Parker Anderson Enrichment after-school program one day per week continues
- mClass intervention for grades 3-5 during the school day continues
- All K-2 teachers have created schedules for adult assistants to pull small groups during the school day as part of intervention

5. **Update on School Plans**

LCAP

We are carefully monitoring the LCAP plans to see how expenditures are faring with the goals and actions.

ESSER III

We are revising our ESSER plans as needed to ensure that the monies spent to meet the current needs of the school community and realize our LCAP goals.

Extended Learning Opportunity Program (ELOP)

The ELOP (APEX) committee will meet and craft a preliminary draft of the program.

Universal Pre-Kindergarten (UPK)

A preliminary framework for the UPK has been created and will be shared soon.
 Considerations: number of teachers, rooms, curriculum, furniture, resources, etc.

c. **Director of Operation's Report**

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

1. **Update on Attendance**

- Year to date monthly attendance report by grade level.

<i>Instruction Type</i>	<i>Number of Students</i>
Total Enrollment as of February 15, 2022	329
In-Person Instruction	311
AB-130 Independent Study Long Term	18

Grade	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage
	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7
	08/17/2022	09/13/2021	10/11/2021	11/08/2021	12/06/2021	1/17/2022	02/14/2022
	to	to	to	to	to	to	to
	09/10/2021	10/08/2021	11/05/2021	12/03/2021	12/31/2021	02/11/2022	03/11/2022
K	85.44%	76.88%	92.74%	80.19%	76.04%	87.69%	94.44%
1st	86.31%	90.06%	80.38%	91.50%	93.67%	93.22%	92.65%
2nd	78.68%	74.39%	88.06%	88.43%	64.26%	87.69%	93.00%
3rd	74.77%	85.60%	93.17%	86.86%	87.15%	87.06%	94.76%
4th	82.12%	91.25%	92.21%	77.26%	92.71%	92.18%	95.64%
5th	60.04%	85.23%	91.02%	91.19%	87.86%	88.34%	94.04%
K-5th	77.97%	84.22%	89.80%	85.38%	83.89%	89.45%	93.85%

2. **Update on Enrollment**

- Latest student enrollment report by grade level.

<i>Grade</i>	<i># of Sections</i>	<i>Expected Cohort</i>	<i>Current Cohort</i>
TK/K	2	52	53
1st	2	52	48
2nd	2	52	54
3rd	2	54	53
4th	3	78	70
5th	2	52	51
Total	13	340	329

3. Update on 2022-2023 Prop 39 Facilities Request Application

- Report on the Prop 39 Application Process for 2022-2023 school year.

LAUSD 2022-2023 Prop 39 Preliminary offer includes:

ACS Campus 2 (Erwin Elementary School)

- Nine (9) teaching stations
- One (1) administrative office space
- One (1) special education space
- Allocation of 27% of:
 - Assembly area
 - Faculty lounge
 - Dining room
 - Library
 - Parent center
 - Outdoor basketball
 - Outdoor dining
 - Outdoor volleyball
 - Shared use of storage space
 - Nursing station space
 - Staff parking lot
 - Conference rooms/private meeting spaces

(ACS Campus 1 (Kindergarten Learning Academy ("KLA"))

Six (6) teaching stations

One (1) administrative office space

One (1) special education space

Allocation of 100% of all other indoor and outdoor space to the Charter School

The School was also provided the following preliminary information (which may be subject to change based on developments in enrollment and programmatic needs):

- Whether Charter School intends to occupy the total number of exclusive use teaching stations proposed: Yes
- Whether Charter School intends to use the total percentage of specialized teaching station space proposed: Yes
- Whether Charter School intends to use the total percentage of non-teaching station space proposed: Yes
- Whether Charter School anticipates a lower projected in-District classroom ADA than the projected in-District classroom ADA on which this proposal is based: No, the Charter School anticipates a higher projected in-District classroom ADA than that upon which this proposal is based.

4. State and Local Mandated Reports

No Update

5. **2022-2023 Classroom Configuration**

2022-2023 Grade Level, Cohort, and Enrollment Configuration

W/O MR

Grade	Enrollment Based on 2021-22 Numbers	# of Sections	Section 1	Section 2	Section 3	Total Enrollment
TK		1	12	0	0	12
K		3	18	17	17	52
1	53	2	27	26	0	53
2	48	2	24	24	0	48
3	54	2	27	27	0	54
4	53	2	27	26	0	53
5	70	2	34	34	0	68
Total	278	14				340

2022-2023 Grade Level, Cohort, Enrollment Configuration

W/MR

Grade	Enrollment Based on 2021-22 Numbers	# of Sections	Section 1	Section 2	Section 3	Total Enrollment
TK		1	12	0	0	12
K		3	18	28	28	74
1	53	3	28	28	28	84
2	48	2	28	28	0	56
3	54	2	28	28	0	56
4	53	2	28	28	0	56
5	70	2	34	34	0	68
Total	278	15				406

6. **COVID-19 Related School Compliance Items**
Report on Employee vaccination status and telework

7. **Update on Legislation**
No Update

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**
No Update

- b. **Update on Material Revision to Charter Petition**
The material revision was submitted and accepted by the Charter Schools Division (CSD). Follow-up CSD questions have been addressed. The LAUSD board action is within 60 – 90 days.
- c. **Results of School-wide Surveys:**
A presentation was shared on the survey results of the following topics: Long Standing Programs, New Programs, Professional Development Needs, and ELOP.
- d. **Universal Pre-Kindergarten Program (UPK)**
A preliminary framework for the UPK has been created and will be shared soon. Committee members (classified, certificated, and admin.) will meet to continue planning. Considerations: number of teachers, rooms, curriculum, furniture, resources, etc.
Employee Stipends
Recommendation and discussion about employee COVID-19/Appreciation Stipend. (See Table)
Recommendation and discussion on annual stipend of \$5000 for employees who utilize their BCALD to teach a language other than English.
- e. **Selection of External Financial Auditor**
An external financial auditor must be selected to review and audit the 2021-2022 school year. The selected Auditor’s information is to be submitted to CDE by the end of March. The school is recommending to contract Wilkinson and Hadley for the 2021 – 2022 external financial audit.
- f. **E-Rate Service Provider Selection Process**
The Criteria and top three service providers were shared as well as the school’s recommendation to select Internet Service provider and the IT Manager.

VII. FINANCIAL REPORT

This is an update on what has transpired since the previous board meeting. (Per attached report)

- 1. **Budget to Date:** Ms. Jean Yang reviewed the financial report that entailed the following items:
 - FY22-23 State Updates**
 - Plans halfway completed – Pre-K and ELOP due June 30, 2022
 - Iterative process with many changes to Governor’s proposal
 - If FY22 Held Harmless, ADA would increase from 307 to 327
 - Ararat’s FY23 budget includes \$397k of one-time funds, 989k ELOP
 - FY22 February Forecast Update**
 - FY22 Net Income 112k, increased 106k since previous forecast
 - Cash flow projected to end at 3.85 million, 129 days cash on hand

VIII. 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**

IX. PUBLIC SESSION – REPORT OUT OF CLOSED SESSION

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

X. 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 The Employee Stipend Policy**
- b. Approval is Requested for the Selection of the External Financial Auditor**
- c. Approval is requested for the Selection of the E-Rate Vendors**

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

Recommend approval

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

XI. FUTURE AGENDA ITEMS

The Board will discuss items for future Board meeting agendas

- NWEA MAP
- CSD Oversight Report
- Assessment Data

XII. NEXT BOARD MEETING DATE

Finance Committee Meeting - April 21, 2022, at 5:30pm
Governing Board Meeting - April 21, 2022, at 6:30 pm

XIII. ADJOURNMENT

The meeting was adjourned was at 9:15 pm