



MINUTES



GOVERNING BOARD MEETING ARARAT CHARTER SCHOOL

August 18, 2022

6:30 pm

Regular Meeting

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

Topic: ACS Governing Board Meeting

Time: Aug 18, 2022 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/84729555139>

Meeting ID: 847 2955 5139

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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 info@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 6:35 pm.

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 type="checkbox"/>
Karim Merzian	<input checked="" 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: Mr. Merzian
Vote: Approved Unanimously

III. APPROVAL OF MINUTES OF BOARD MEETING OF June 16, 2022

Recommend approval

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

IV. APPROVAL OF CHECK AND CREDIT CARD REGISTERS

Recommend approval

Motion by: Mr. Merzian
Seconded by: Mr. Shirvanian
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. **English Learner Instruction**

- Classroom schedules include both designated and integrated ELD
- Initial English Language Proficiency Assessments for California (ELPAC) will commence on August 22, 2022

2. **Special Education**

- Special Education Leader Fellowship (SELF) Application
 - Summer Intensive - July 28-30, 2022
 - Trainings – tentative dates: September 20, 2022, December 6 and February 7, 2023
 - Professional Learning community gatherings – tentative dates: October 4, 2022, November 8, 2022, January 17, and February 28, 2023
 - Executive Coaching sessions meet monthly
 - Program Cost: \$1,550 (\$8,800 - \$7,250 stipend from COP)
- Program Development Grant (PDG)
 - \$82,716.76 grant money; amount contributed by the school 10%
 - Training for Ararat’s four Behavior Intervention Implementation (BII) personnel through Seneca
 - The Restorative Circles Handbook
 - Sensory Boxes for cool-down areas in each classroom
 - Class Job Pocket Chart for each classroom
 - Positive Behavior Intervention and Supports (PBIS) training through LACOE
 - Weekly coaching and consultation for Special Education Coordinator through Seneca
 - Monthly Co-facilitation of BII group
- Learning Recovery Grant (LRG)
 - Grant amount: \$14, 000
 - Manipulatives to make learning fun, hands-on, and meaningful – reading comprehension games, place-value bingo, magnetic fraction circles, leveled books, fluency cards, kidney shaped tables, etc.

3. **School-Wide Assessments**

- NWEA MAP Reading and Math administrations are scheduled for the week of August 29-September 2, 2022
- Teacher/principal “data talk” sessions are scheduled for the week after testing

4. 2022-2023 Staffing

- All positions are filled except Armenian Instructional Aide, 1 Behavior Intervention Implementor, and 1 Adult Assistant
- Promotions: 3rd grade teacher promoted to Special Education and Title I Coordinator; Kindergarten teacher promoted to Teacher on Special Assignment
- Librarian has resumed her position at campus 1

5. Chicago School of Psychology

- We are forging a symbiotic partnership to support students' social and emotional learning and individuals aspiring to become counselors and psychologists
- Meet and Greet scheduled for Friday, September 16, 2022 at 1 pm

6. Beginning of the Year Professional Development

- Teachers participated in the following BOY trainings: Thinking Maps, Guided Language Acquisition Development (GLAD), Write from the Beginning, TK/K-1 Penmanship and Phonemic Awareness, Project-Based Learning/Constructivist; Positive Behavior Intervention and Supports (PBIS); and NWEA MAP Assessments

7. School Fiscal Plans

- LCAP
- ESSER III
- Extended Learning Opportunity Program (ELOP)
- Universal Pre-Kindergarten (UPK)
 - Vision
 - Support our existing and incoming families with their transitional kindergarten students
 - Prepare these students for kindergarten readiness and success beyond the primary grades.
 - Allow students to further develop their social and emotional skills and be ready to actively engage in academics at the kindergarten level
 - UPK and APEX
 - The Charter School's Administration will be responsible for overseeing and connecting the UPK with the ELOP and ensuring that students' needs are met by offering extended programming, language, and social-emotional support.
 - Committee
 - Principal; DOC; EL Coordinator; Sped/Title I Coordinator; Classroom teachers; Classified staff
 - Students with Special Needs
 - The Special Education/Title I Coordinator, as well as the Resource Teacher will be responsible for the inclusion of students with disabilities in the UPK classroom.

c. **DIRECTOR OF OPERATION'S REPORT**

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

1. **Enrollment**

Latest student enrollment report by grade level

Grade	# of Sections	Expected Cohort	Current Cohort
TK	1	12	12
K	3	52	51
1st	2	52	52
2nd	2	52	46
3rd	2	52	51
4th	2	52	52
5th	2	68	66
Total	14	340	330

2. **Prop 39 Related Information**

- 2022-2023 Prop 39 Alternative Agreement
 - LAUSD has agreed to enter into an alternative agreement with Ararat Charter School based on the Prop 39 facilities request submitted on November 1, 2021. The space allocation at Erwin ES is as follows:
 - Exclusive Use:
 - 9 teaching stations (24, 42, 43, 44, 45, 50, and 51)
 - 1 SPED room (47)
 - 1 Office
 - Shared Use:
 - ACS will have access to the shared use of other non-teaching stations space based on the Facilities Use Agreement
 - ACS has exclusive use rights at Campus 1 (KLA)
 - Time line – School is to execute the alternative agreement within 5 days of its receipt – August 19, 2022
- Prop 39 2021-2022 Overallocation Notice
 - ACS actual in-district ADA is less than the initial projected ADA
 - The difference was greater than 10% or 25 ADA
 - Ararat Charter School must pay \$59,208.00 to LAUSD for the over-allocation of facilities in 2021-2022

3. State and Local Mandated Reports

Update on any mandated reports submitted to the Authorizer, County, State, or Federal entities. CALPADS submission calendar was presented.

4. 2021-2022 External Audit

School has submitted all requested documents to Wilkinson and Hadley for review. Generally, the audit report is available for the Governing Board’s review by late November, or early December

5. 2022-2023 Lottery Waitlist

2022-2023 Lottery Waitlist As of Aug. 16, 2022	
TK	9
K	76
1 st	54
2 nd	26
3 rd	32
4 th	16
5 th	7
TOTAL	220

6. COVID-19 Related School Compliance Items

In preparation for the new school year and in alignment with the recent guidance from the Los Angeles County Department of Public Health, Ararat Charter School is committed to implementing the following safety procedures:

- **Back to School Rapid Antigen Testing:** The COVID-19 testing was completed using an at-home rapid test. The test was administered to the student no earlier than 48 hours before the morning of Monday, August 15, 2022. If the student tested positive for COVID-19, parents kept them home and notified the office. Parents did not need to notify the office if the student tested negative for COVID-19. Antigen tests were distributed to the families the week before school started.
- **Response Testing:** The California Department of Public Health recommends that “antigen tests be considered the primary option for detecting COVID-19 in schools, compared to PCR tests.” Testing will only be required for those experiencing COVID-19 symptoms or those who have been in close contact with a person who has tested positive. Symptomatic students and close contacts will be provided with an at-home rapid antigen test by their school. Students who become symptomatic or ill while at school are required to wear a mask while being treated at the health office and waiting to be picked up by a parent/guardian. School administrators will provide a rapid antigen test kit for the symptomatic student to take home.

- **Masking:** Indoor masking is strongly recommended at all LAUSD Facilities. Ararat Charter also has masks available for distribution upon request to any student or employee.
- **At School Testing:** Testing will only be required for those experiencing COVID-19 symptoms or those who have been in close contact with a person who has tested positive. Students who become symptomatic or ill while at school are required to wear a mask while being treated at the health office and waiting to be picked up by a parent/guardian.
- **Site Access Questionnaire:** Students, parents, and employees do not need to complete a site access questionnaire to enter school campuses.
- **Positive Cases:** Individuals who test positive must isolate at home and may be released from isolation on Day 6, provided symptoms are improving, they are fever-free for the past 24 hours without fever-reducing medication and have a negative test result from a rapid antigen test taken on or after Day 5.

7. Ararat Program for Extended Learning (APEX) Overview

The Ararat Program for Extended Learning (APEX) is a provider of comprehensive after-school program services composed of three major components: 1) Academic Assistance, 2) Recreation, and 3) Enrichment. The newly introduced program provides a unique, wholesome experience for students attending Ararat Charter School. It provides an exciting after-school enrichment program in a safe, well-supervised environment that engages and encourages students to achieve their greatest potential.

APEX Enrollment as of August 16, 2022

Grade Level	Number of Students Enrolled
TK	5
K	19
1 st	18
2 nd	14
3 rd	12
4 th	11
5 th	12
Total	91

8. Update on Legislation
No Update

d. 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:

FY23 State Updates

- Improved LCFF funding for all; high UPP charters to receive even more
- 815k total funding – split evenly across future years (FY25-27)
- Average increase F19 to FY26 is 4.75%, 38% growth in LCFF over 8 years
- Over next 4 years, TK age cutoff for full LCFF funding will move back

FY23 Forecast Update

- Net income 595k, increased 382k since previous forecast
- Cash flow projected to end at 4.95 million, 180 days cash on hand

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. Facility Purchase

No Update

b. Material Revision to Charter Petition

No Update

c. World Language Committee Report

- Review of Schedules - The schedule for Spanish and Armenian was reviewed
- Reviewed and discussed curriculum
- Needs and supports – Observe Glendale Unified FLAG program for ideas and best practices
- Beginning of the Year, activities shared
- Winter performance – one song/dance/poem/ per grade level (TK, K, 1, 2, 3, 4, 5)

d. Sub-Pay for Classroom Teachers for Missed Prep Time

Recommend to approve an hourly pay equivalent to the credentialed teachers set extra hourly rate for missed prep time when the specialty instructors are absent.

e. Personnel Handbook

Recommended revisions on the following:

- Earned Vacation Day Policy
- Revisions to the Dress Code Policy
- Revisions to the Sub Request Procedure

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 the Classroom Teacher Sub-Pay**
- b. **Approval is Requested for the 2022-2023 Personnel Handbook**

Recommend approval

Motion by: Dr. Velarde

Seconded by: Mr. Shirvanian

Vote: Approved Unanimously

X. FUTURE AGENDA ITEMS

The Board will discuss items for future Board meeting agendas

- CAASP Data

XI. NEXT BOARD MEETING DATE

September 15, 2022, at 6:30 pm

XII. ADJOURNMENT

The meeting was adjourned was at 8:53pm.