



MINUTES



GOVERNING BOARD MEETING ARARAT CHARTER SCHOOL

March 23, 2023

6:30 pm

Regular Meeting

*Teleconferencing is available at:
Ararat Charter School – Campus 2
13400 Erwin Street
Van Nuys, CA 9140*

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 are available to all audience members at the door to the meeting.
2. “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. Members of the public who wish to comment during the Board meeting may use the "Request to Address the Governing Board" form" available on the School’s website. 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.
3. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
4. 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.
5. The Board reserves the right to mute or remove a member of the public if comments or actions disrupts the Board meeting.
6. 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.
7. 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.

I. OPEN SESSION

a. Call to Order

This meeting was called to order by Board Chairperson, Ms. Avakian at 6:31 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 checked="" 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 MINUTES OF THE BOARD MEETING OF FEBRUARY 28, 2023

Recommend approval

Motion by: Ms. Shamieh

Seconded by: Mr. Shirvanian

Vote: Approved Unanimously

III. APPROVAL OF CHECK AND CREDIT CARD REGISTERS

Recommend approval

Motion by: Mr. Shirvanian

Seconded by: Ms. Horvat

Vote: Approved Unanimously

IV. 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 directions to staff following a presentation.

b. Principal's Report

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

1. Assessments

- No Update

2. English Learner Instruction

- No Update

3. Special Education

- Update on SPED Roster
 - Current Caseload of 25 students
 - Percentage of students with IEPs – 7.4%
 - 5 assessments in progress – fulfilling our responsibility to search and serve.

4. General Education

- The difference between Acceleration and Remediation
 - The Teacher on Special Assignment (TOSA) title will be changed to Learning Acceleration Teacher (LAT)

5. School Fiscal Plans

- LCAP
 - The LCAP plan is reviewed routinely during every SLC and ELAC meeting.
- ESSER III
 - The ESSER plan is reviewed routinely. Please refer to the Financial Report.
- Extended Learning Opportunity Program (ELOP)
- Universal Pre-Kindergarten (UPK)

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

CURRENT ENROLLMENT

<i>Grade</i>	<i># of Sections</i>	<i>Projected Cohort</i>	<i>Current Cohort</i>
TK	1	12	12
K	3	52	53
1st	2	52	55
2nd	2	52	51
3rd	2	52	54
4th	2	52	51
5th	2	68	63
Total	14	340	339

As of Monday, February 27, 2023

- 2023-2024 Projected Enrollment
- 2023-2024 Lottery Count

2023-2024 PROJECTED ENROLLMENT AND COHORT COUNT

<i>Grade</i>	<i>Number of Section</i>	<i>Expected Count Option 1</i>	<i>Student Count Per Class Option 1</i>	<i>Current Count</i>	<i>Incoming Exempt</i>	<i>Cushion</i>	<i>Lottery Applications (Partial)</i>	<i>Available Seats for Lottery</i>
TK	1	10*	10	0	10	0	72	0
K	3	54	18	12	14	2	108	26
1	2	56	28	53	0	0	44	3
2	2	56	28	55	1	0	22	0
3	2	58	29	51	0	0	18	7
4	2	58	29	54	0	0	14	4
5	2	58	29	51	0	0	6	7
Total	14	340		276	25	2	284	47

As of Tuesday, March 21, 2023

* Pending directive from the CA Department of Education.

- The annual 2023-2024 Lottery will be held via Facebook Live stream on Saturday, May 6, 2023, at 9:00 am.

APPROVED

2. Attendance

- Aggregated Average Daily Attendance Report

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
	08/15/2022	09/12/2022	10/10/2022	11/07/2022	12/05/2022	1/16/2023	02/13/2023
	to 09/09/2022	to 10/07/2022	to 11/04/2022	to 12/02/2022	to 01/13/2023	to 02/10/2023	to 03/10/2023
K	89.18%	89.33%	92.79%	83.25%	86.67%	94.66%	90.04%
1 st	93.28%	92.66%	92.98%	89.85%	90.18%	95.69%	91.10%
2 nd	94.83%	95.01%	94.77%	89.13%	86.80%	96.18%	91.02%
3 rd	94.02%	91.18%	93.38%	84.52%	93.65%	96.77%	90.89%
4 th	91.04%	94.04%	96.20%	90.88%	93.53%	96.70%	93.70%
5 th	91.44%	93.73%	96.53%	88.10%	93.51%	96.91%	93.82%
K-5th	92.11%	92.53%	94.41%	87.45%	90.65%	96.12%	91.75%

3. Prop 39 Related Information

- ACS1: Verifone - LAUSD M&O has installed the hardware. Waiting for the electricians and IT to run the connections
- ACS2: Verifone – The existing devices is outdated and discontinued. Parts are hard to find, and so far, M&O has not been able to repair the device. The School may receive a brand-new replacement device soon.

4. State and Local Mandated Reports

- No Update

5. Update on Legislation

- No Update

d. FINANCIAL REPORT

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

1. Budget to Date Ms. Jean Yang reviewed the financial report that entailed the following items:

- State and Local Updates
 - Brown Act Teleconference Guidelines
 - Teleconferencing changes (AB2449)
 - Universal TK implementation timeline
 - Over the next 4 years, the Transitional Kindergarten age cut off for full LCFF funding will move back
 - UPK Planning and Implementations Grants
 - UPK funds are conditional upon school offering TK by 25-26
- FY23 February Financials
 - Net income 198k, a decrease of 3K from previous forecast
 - Forecasted year-end cash flow 5.06M. 184 days cash on hand
 - Current ADA 304.8 compared to forecast 307.4

V. 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 and Facilities Committee

Mr. Shirvanian, the Board Co-Treasurer, shared information regarding the available options for purchasing a facility, such as applying for bonds, obtaining private funds, and/or applying for loans from financial institutions.

b. Update on the UPK Program

Universal Pre-Kindergarten (UPK) is the expansion of the state's mixed delivery system to meet the early education needs of 3 and 4-year-old children and their families, including Transitional Kindergarten which will be available for free to all 4-year-olds by 2025-2026.

c. Update on APEX (ELOP) Program and 2023-2024 Schedule

In addition to offering the after-school program throughout the school year, the following options are being considered to meet the additional 30 non-school days requirement.

- 10 days of Summer APEX Program – July 17 – July 28, 2023
- 5 days of Intersession APEX Program – December 18 – December 23, 2023
- 15 Saturdays during the school year – dates will be determined once the APEX Committee finalizes the event calendar

The summer and intersession APEX programs will include a partnership with a contracted vendor (P&AE). Saturday APEX program will focus on field trips and excursions under the APEX staff's direct supervision. The number of staff will be determined by the number of the attendees.

d. Staffing Addition – In-House Substitute/Teacher on Special Assignment Beginning 2023-2024

It is recommended to extend an employment offer to the currently contracted long-term substitute. See attached cost analysis spreadsheet.

e. Revised Salary Schedule Placement Criteria

It is recommended to revise the placement criteria to include private school experience retroactive to July 2022.

f. 2023-2024 Staffing Vacancies

Based on the Intent to Return Survey from all staff, the following positions are vacant for the 2023-2024 school year:

- Classroom Teacher – 2
- Behavior Intervention Implementation - 1

g. Annual Governing Board Employee Satisfaction Survey

The employee satisfactory survey will be conducted by Governing Board Members at the end of the school year.

h. Update on the Impact of the UTLA and SEIU 99 Strike

Ararat Charter School remained open to provide safe, secure, and positive learning environments for our students during the three-day strike from March 21, 2023, to March 23, 2023.

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 considered which items to be removed from the list of "consent" items that 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 2023-2024 APEX Calendar**
- b. **Approval is Requested for the Addition of the In-House Substitute/Teacher on Special Assignment beginning 2023-2024**
This item will be tabled to a later time.
- c. **Approval is Requested for the Revised Salary Schedule Placement Criteria**
This item will be tabled to a later time.

Recommend approval

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

IX. FUTURE AGENDA ITEMS

The Board will discuss items for future Board meeting agenda

X. NEXT BOARD MEETING DATE

April 21, 2023 at 6:30 pm

XI. ADJOURNMENT

The meeting was adjourned was 10:33 pm.