



MINUTES



GOVERNING BOARD MEETING ARARAT CHARTER SCHOOL

September 14, 2023

6:30 pm

Regular Meeting Location:

*Ararat Charter School – Campus 1
6555 Sylmar Avenue
Van Nuys, CA 91401*

Teleconferencing is available at:

*Ararat Charter School – Campus 2
13400 Erwin Street
Van Nuys, CA 91401*

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 agendized 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 6:41 p.m.

b. Roll Call

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

II. APPROVAL OF MINUTES OF THE BOARD MEETING(S)

a. August 17, 2023 Meeting Agenda

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: Mr. Merzian
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.

1. None

b. PRINCIPAL'S REPORT

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

1. **Assessments**
 - NWEA MAP assessments in progress in grades K-5
 - The RAISE (Responsive Acceleration in Students' Education) students will be chosen based on the data.
 - CAASPP data to be reported on the Dashboard in December
2. **English Learner Instruction**
 - Initial ELPAC assessments in progress
3. **Special Education**
 - Search and serve efforts have commenced
 - We would benefit from opening a Special Day Class (SDC) to support students with a Free and Appropriate Education (FAPE).
 - Recommend a Board Resolution
 - Checking with the Charter Schools Division and Charter Operated Programs about further requirements.
4. **General Education**
 - Honoring the School's Visionary and Founder - Mr. Gabriel Injejikian
 - We want to honor Ararat Charter's visionary, Mr. Gabriel Injejikian, and celebrate his legacy by having a memento at the school site created by a sculptor/artist and donated to Mr. Injejikian's eldest son. If our plans come to fruition, this item will be housed at our ACS 1 office, preceded by a celebratory event which his family and many other founding community members will be invited. A committee has been assembled made up of our World Language teachers, founding members, and relevant staff.
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

2023-2024 ENROLLMENT

Grade	# of Sections	Projected Cohort	Current Cohort
TK	1	10	10
K	3	52	54
1st	2	56	56
2nd	2	56	56
3rd	2	56	55
4th	2	56	54
5th	2	54	52
Total	14	340	337

2. Attendance

- Report on the percentage of the Monthly Attendance

Attendance Percentage	
Grade	Month 1 08/14/2023 to 09/08/2023
TK	66.67%
K	81.03%
1st	94.42%
2nd	94.54%
3rd	91.50%
4th	94.24%
5th	97.82%
K-5th	91.47%

3. Prop 39 Related Information

- No Report Available

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 Update Ms. Jean Yang reviewed the financial report that entailed the following items:

- **2023-2024 FY23 Unaudited Actuals**
 - Unaudited actuals net income 88K
 - Ending cash at 5.2M, 203 days cash on hand 1M in deferred revenue
 - Audit is result of EdTec accounting close and auditor review and testing
- **FY24 July Forecast**
 - July forecast net income 214K, decreased of 5K from budget
 - Ending cash at 4.19M, 122 days cash on hand

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 Acquisition

There is no update.

b. Divesting School Funds from the Current Bank Accounts to other Financial Institutions

The board and the school's administration are looking at sweep accounts that will provide maximum interest.

c. Form J13a - Request for Allowance of Attendance Due to Emergency Conditions

The Form J13A was completed due to the school closure on Monday, August 21, 2023. The form will be sent to the District for approval.

d. 2023-2024 Comprehensive Safe School Plan

The 2023-2024 Comprehensive Safe School Plan was reviewed and approved.

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 the 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 Consolidated Applications for Title Funds**
- b. Approval is Requested for the 2022-2023 Unaudited Actuals Financial Report**
- c. Approval is Requested for submitting Form J13a to Request Allowance of Attendance Due to an Emergency**
- d. Approval is Requested for the 2023-2024 Comprehensive Safe School Plan**

Recommend approval

Motion by: Ms. Shamieh

Seconded by: Mr. Shirvanian

Vote: Approved Unanimously

IX. FUTURE AGENDA ITEMS

The Board will discuss items for future Board meeting agendas

X. NEXT BOARD MEETING DATE

December 7, 2023, at 6:30 pm

XI. ADJOURNMENT

The meeting was adjourned at 10:28 PM