



MINUTES



GOVERNING BOARD MEETING ARARAT CHARTER SCHOOL

October 19, 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 6:32 p.m.

b. Roll Call

Shakeh Avakian	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rosemarie Shamieh	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Giuliana Velarde	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>

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

a. September 14, 2023, Meeting Minutes

Recommend approval

Motion by: Mr. Merzian

Seconded by: Ms. Shamieh

Vote: Approved Unanimously

III. APPROVAL OF CHECK AND CREDIT CARD REGISTERS

a. No update on this item this month

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. **English Learner Instruction**
 - No update
2. **Special Education**
 - Opening a Special Day Class in Support of Students
3. **Creating a New Position**
 - Compliance/Human Resource Manager

c. DIRECTOR OF OPERATION'S REPORT

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

1. **Enrollment**
 - No Update
2. **Attendance**
 - No Update
3. **Prop 39 Related Information**
 - Prop 39 Application is Being Processed – Due November 1, 2023
 - Intent to Enroll Forms sent to parents with students in grades TK-4
4. **State and Local Mandated Reports**
 - California Basic Educational Data System Resources and Responsibilities (CBEDS) – due October 4, 2023
 - 2023-2024 English Learner Master Plan Certification Submission to the District-Due November 3, 2023
 - 2023-2024 Compliance Monitoring Certification Submission to the District-Due November 3, 2023
5. **Update on Legislation**
 - Revised Independent Study Policy Providing More Details on AB 181

d. FINANCIAL REPORT

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

1. **Bank Changes**
 - a. Names and signatories on the accounts have been changed to reflect current personnel
 - b. CCU sweep account Dividend Rate is at 2.22% (\$250,000 to \$2,499,000) and 2.40% (\$2,500,000+)
 - c. Recommendation to keep the operating capital with CCU – receiving local, state, and federal dollars using the long-time CCU account.
 - d. School issued credit card and notification system
 - e. Monthly revenue deposit pick-ups going forward

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. Opening a Special Day Class at Ararat

The following items were shared:

- BII and BID cost analysis
- SDC Resolution
- SDC Teacher Job Description

The board recommended to have a \$3,000 sign-on bonus depending on the candidate's experience. The sign-on bonus will be split between 90 days of employment and the end of the year.

b. Creating a New Position – Compliance/Human Resources Mana

The job description and salary scale were reviewed. The board recommended revising the qualifications on the job description and seeking advice from Chartersafe.

c. Revised Independent Study Policy Providing More Details on AB 181

The revised Independent Study Policy was reviewed and approved.

d. Board Meeting Calendar through June 2024

The adoption of the Board Meeting Calendar through June 2024 was reviewed and approved.

e. Moving the Language Room from 24 to Room 47

We have requested to move the Language Room to Room 47 for the next school year, to avoid issues between Ararat and the co-located district school. Updates will be shared once we receive a response from the district.

f. Refreshments during board meetings

The school will continue providing refreshments for board members during board meetings.

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 Revised Independent Study Policy Providing More Details on AB 181**
- b. **Approval is Requested for Opening a Special Day Class - TK-2 at Campus 1 – SDC Resolution**
- c. **Approval is Requested for the Creation of a New Position**
 - i. **Compliance/Human Resources Manager**
- d. **Approval is Requested for the 2024 Board Meeting Calendar ending June 2024**

Recommend approval

Motion by: Mr. Merzian

Seconded by: Mr. Shirvanian

Vote: Approved Unanimously

IX. FUTURE AGENDA ITEMS

The Board will discuss items for future Board meeting agendas

- a. 2023-2024 UPK Plan Review and Approval
- b. UPK Curriculum Approval
- c. CAASPP Dashboard – December
- d. NWEA MAP Assessments – December
- e. Open Enrollment – Health Benefits (Medical, Dental, and Vision) Approval
- f. Compliance Monitoring Certification due January 12, 2024 – Board Chair
- g. Divvy Card Policy
- h. Brown Act Training

X. NEXT BOARD MEETING DATE

December 7, 2023, at 6:30 pm

XI. ADJOURNMENT

The meeting was adjourned at 9:18 pm.