



MINUTES



GOVERNING BOARD MEETING ARARAT CHARTER SCHOOL

December 7, 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 Secretary Ms. Shamieh at 6:33 p.m.

b. Roll Call

Shakeh Avakian	<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 type="checkbox"/>	<input checked="" type="checkbox"/>
Vache Shirvanian	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

a. October 19, 2023, Meeting Minutes

Recommend approval

Motion by: Ms. Horvat

Seconded by: Dr. Velarde

Vote: Approved Unanimously

III. APPROVAL OF CHECK AND CREDIT CARD REGISTERS

The check and card registers will be tabled to be approved at the next board meeting.

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

Programs

- Recommendation to open a Social Emotional Academic Life Skills (SEALS) Program and not a Special Day Class (SDC)
 - The SEALS Program is outlined in the ACS Least Restrictive Environment Brochure.
 - See PowerPoint Presentation.

- Resolution of the SEALS Program
 - See the SEALS Resolution.

Trainings

- Pro-Act Behavior Training for Tier 2 and Tier 3 Behaviors
 - Five all-day training at 2.5K per participant and COP is picking up the tab for one TOT participant.
 - Trauma Informed Care is most considered the conveyance of treatment and/or services in an environment which is physically and emotionally safe and does not create new trauma or add to or reactivate existing trauma. While it may be stated simply, the practice requires thoughtful and integrated activities. To achieve an environment in which trauma is not created or exacerbated requires several essential elements:
 - staff must understand trauma and incorporate that understanding into their work;
 - there must be a culture of safety confidentiality, and trust in the environment;
 - organizational programs and policies must focus on a strength-based approach to programming.
 The contribution that Pro-ACT training makes in building environments in which Trauma Informed Care can flourish is through staff training and cultural enhancement.
- Pro-Act Restraint Training for Selected Employees
 - Pro-ACT focuses on preventing the crisis, not just responding!
 - Pro-ACT uses a problem-solving approach to increase safety. The Pro-ACT curriculum teaches a set of principles used to guide staff decision-making. Because no two crisis situations are alike, it is essential that staff have more than a single option. Pro-ACT offers the flexibility to provide the best response for maintaining the safety of both clients and staff.
 - Pro-ACT does more than teach a response to assaultive behavior. Instead of teaching specific techniques to be used after the crisis begins, Pro-ACT focuses on addressing your clients' needs as a way of preventing the escalation and crisis from occurring.
 - Pro-ACT incorporates staff skill development into its curriculum. Believing that staff who are aware of the mission of their organization, understand the expectations of their profession, and are prepared for potentially dangerous situations are better suited to respond to a crisis, Pro-ACT training addresses these issues helping staff develop strategies for improved observation and maintaining self-control.
 - Pro-ACT addresses client violence and staff response from a perspective of civil rights. Attentive to continually changing law, Pro-ACT principles are grounded in the constitutional rights of all individuals. Pro-ACT teaches restraint on a continuum of least to most restrictive. Recognizing that restraint can create trauma, Pro-ACT presents restraint principles that offer staff a variety of restraint options, the choice of which is based upon staff assessment of needs and risk.
 - Pro-ACT does not teach a single person restraint. Citing the significantly increased risk to both the client and the staff, as well as the higher risk assumed by the agency or institution, Pro-ACT teaches restraint principles that include no fewer than two persons.

3. **Gifted and Talented Education**

- First round of students in grades 3-5 recommended for GATE testing

CATEGORIES FOR FORMAL IDENTIFICATION:

CATEGORY	GRADES	DEFINITION
Intellectual Ability	K-12	Students whose general intellectual development is markedly advanced in relation to their chronological peers (one semester teacher observation is required).
High Achievement Ability	5-12; 2 (OLSAT-8)	Students who function at highly advanced levels in both English-Language Arts/Reading and Mathematics (evidence requires two consecutive years); Students who demonstrate high achievement on a nationally standardized, norm-referenced, group administered measure of verbal and non-verbal school abilities (2 nd Grade OLSAT-8 only).
Specific Academic Ability	5-12	Students who function at highly advanced levels in either English-Language Arts/Reading, or Mathematics (evidence requires three consecutive years).
Creative Ability	2-12	Students who use imagination or have original ideas; have the ability to think up and design new inventions; produce innovative work, solve problems in new ways, or develop an idea based on an original, novel or unconventional approach.
Leadership Ability	2-12	Students who show confidence and knowledge; influence others effectively; have problem-solving and decision-making skills; express ideas in oral or written form clearly; show sense of purpose and direction.
Visual and Performing Arts	2-12	Students who originate, perform, produce, or respond at exceptionally high levels in either dance, drama, voice, drawing or painting.

4. **2023-2024 UPK Plan Review**

- Review the 2023-2024 UPK Plan
- Curriculum – (Frog Street Pre-K) Key learning domains are woven into every aspect of Frog Street’s curriculum for pre-k, and weekly instructional plans are easy to follow and implement with fidelity. Integrated STEAM projects promote problem-solving and beginning coding skills. Interactive digital programs support virtual learning and families at home. An exclusive partnership with the Conscious Discipline program provides the tools for a strong social-emotional foundation.

5. **Program Development Grant – Charter Operated Programs**

- Wrote a grant to support the new Social Emotional Academic and Life-Skills Program (SEALS) Program and provide funding for the SEALS Teacher for the 2024-2025 school year
- The establishment of the SEALS program within Ararat Charter School would provide a structured and supportive learning environment for students with exceptional needs, who do not benefit from inclusion in the general education setting, helping them achieve academic success while promoting their social-emotional and life-skills development.
- See PowerPoint Presentation

6. **2023-2024 Revised Fiscal Policies and Procedures**

- a. Updates based on current staffing and positions.

c. **OPERATIONS AND/OR COMPLIANCE MANAGERS' REPORTS**

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	Projected Cohort	Current Cohort
TK	1	10	10
K	3	52	56
1st	2	56	55
2nd	2	56	55
3rd	2	56	56
4th	2	56	54
5th	2	54	52
Total	14	340	338

2. **Attendance**

- Report on the percentage of the Monthly Attendance

	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage
Grade	Month 1	Month 2	Month 3	Month 4
	08/14/2023 to 09/08/2023	09/11/2023 to 10/06/2023	10/09/2023 to 11/03/2023	11/06/2023 to 12/01/2023
TK	90.59%	89.50%	89.50%	75.00%
K	95.69%	96.31%	93.11%	95.54%
1 st	94.09%	93.93%	95.16%	97.32%
2 nd	95.64%	96.52%	94.93%	93.64%
3 rd	94.58%	93.82%	95.36%	96.13%
4 th	93.90%	94.26%	92.59%	93.52%
5 th	97.35%	97.40%	93.44%	96.85%
K-5th	95.04%	95.18%	94.11%	94.90%

3. **Prop 39 Related Information**

- The District is looking into a “Status Quo” Agreement for ACS

4. **State and Local Mandated Reports**

- Immunizations update due to the state December 1, 2023
- Continuation of Health and Welfare benefits
- Fall 1 Reporting due to state December 15, 2023
 - Enrollment counts
 - English language acquisition status

- Immigrant Counts
 - Free/reduced-price meal-eligibility
 - Special Education
- 2023-2024 Compliance Monitoring Board Certification

5. Update on Legislation

- No update

d. FINANCIAL REPORT

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

- 1. First Interim Budget Report** Ms. Jean Yang reviewed the FY24 1st Interim vs July Forecast that entailed the following:
- Net Income 231K, increase of 18K vs. July forecast
 - Ending cash at 5.2M, 182 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. Social Emotional Academic Life Skills (SEALS) Program at Ararat

It is recommended to open a Social Emotional Academic Life Skills (SEALS) Program and not a Special Day Class (SDC)

- i. The SEALS Program is outlined in the ACS Least Restrictive Environment Brochure.
- ii. See PowerPoint Presentation.
- iii. See the SEALS Resolution.

b. Pro-Act Behavior and Restraint Training

ACS will be sending selected employees to attend the Pro-Act Behavior Training for Tier 2 and Tier 3 Behaviors and the Pro-Act Restraint Training.

c. Program Development Grant

A Program Development Grant has been written to support the new SEALS Program and provide funding for the SEALS Teacher for the 2024-2025 school year.

d. 2023-2024 UPK Plan Review

The 2023-2024 UPK Plan has been reviewed and approved.

e. 2023-2024 Revised Fiscal Policies and Procedures

The Fiscal Policies and Procedures has been approved with updates based on current staffing and positions.

f. Health Benefits (Medical, Dental, Vision) Continuation

The new rates have not been released for healthcare; however, we were informed that there will be an approximate increase of 20% and no premium increase for our vision and dental coverage.

g. 2023-2024 Compliance Monitoring Board Certification

The 2023-2024 Compliance Monitoring Board Certification is due with our Board Chairperson's signature to the district by Friday, January 12, 2024.

h. Facilities Updates from the Board Chair

Tabled to the next meeting.

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 SEALS Program and Resolution - TK-2 at Campus 1**
- b. **Approval is Requested for the UPK Plan Continuation**
- c. **Approval is Requested for the 2023-2024 Revised Fiscal Policies and Procedures**
- d. **Approval is Requested for the Continuation of Health Benefits**
- e. **Approval is Requested for First Interim Budget Report**

Recommend approval

Motion by: Ms. Horvat

Seconded by: Dr. Velarde

Vote: Approved Unanimously

IX. FUTURE AGENDA ITEMS

The Board will discuss items for future Board meeting agendas

- **CAASPP Dashboard Data**
- **Reorganization 2024**
- **2022-2023 Wilkinson Audit Report**
- **Community Schools Grant with Seneca**
- **Sweep Account Approval**

X. NEXT BOARD MEETING DATE

January 18, 2024, at 5:30pm (Board Committee Finance)

January 18, 2024, at 6:00 pm (Reorganization)

January 18, 2024, at 6:30 pm (Regular)

XI. ADJOURNMENT

The meeting was adjourned at 8:36 pm.

APPROVED