



MINUTES



GOVERNING BOARD MEETING ARARAT CHARTER SCHOOL

January 18, 2024

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 Chair, Ms. Avakian at 6:40 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 checked="" type="checkbox"/>	<input type="checkbox"/>
Nayri Horvat	<input checked="" type="checkbox"/>	<input 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. December 7, 2023, Meeting Minutes

Recommend approval

Motion by: Dr. Velarde

Seconded by: Mr. Shirvanian

Vote: Approved Unanimously

III. APPROVAL OF CHECK AND CREDIT CARD REGISTERS

Recommend approval

Motion by: Mr. Shirvanian

Seconded by: Dr. Velarde

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. ARARAT PROGRAM FOR EXTENDED LEARNING (APEX) PRESENTATION

The APEX Lead Coordinator and Program Coordinator presented a PowerPoint highlighting the afterschool program.

c. 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

- No update

3. General Education

- Partnership with Student Empowerment and Choices to support student behavior and attend to social and emotional learning
- Teach Start Partnership – program pathways that create a teacher pipeline for Ararat
- School Accountability Report Card (SARC) - detailed information about Ararat’s programs and community due February 1, 2024
- 2023 CAASPP-Dashboard-5x5 Grid – sharing academic student outcomes and plans going forward

d. 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	56
2nd	2	56	56
3rd	2	56	56
4th	2	56	54
5th	2	54	52
Total	14	340	340

2. Attendance

- Report on the percentage of the Monthly Attendance

Grade	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage
	Month 1	Month 2	Month 3	Month 4	Month 5
	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	12/04/2023 to 01/19/2024
TK	90.59%	89.50%	89.50%	75.00%	90.59%
K	95.69%	96.31%	93.11%	95.54%	91.18%
1st	94.09%	93.93%	95.16%	97.32%	92.68%
2nd	95.64%	96.52%	94.93%	93.64%	95.87%
3rd	94.58%	93.82%	95.36%	96.13%	94.43%
4th	93.90%	94.26%	92.59%	93.52%	91.76%
5th	97.35%	97.40%	93.44%	96.85%	94.91%
K-5th	95.04%	95.18%	94.11%	94.90%	93.37%

3. Prop 39 Related Information and Facilities

- “Status Quo” Agreement for ACS – no update
- Facilities update from Facilities Committee
A potential location was found for approximately \$13M for the building not including construction. The committee will review the multi-year budget projection prior to making any determinations.

4. 2024-2025 Annual Calendar

- Ararat’s 2024-2025 Annual Calendar
 - The 2024-2025 Annual Calendar was reviewed by the Governing Board.

5. State and Local Mandated Reports

- Update on Health and Welfare benefits
 - The Health and Welfare cost has risen by 10%
- Update on Fall 1 Reporting
 - Data was submitted and certified
- Credentialing document - Declaration of need for fully qualified educators for temporary and emergency permits
- Civil Rights Data Collection due February 26, 2024

6. Update on Legislation

- No update

e. **FINANCIAL REPORT**

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

1. **Facilities fund -12-month CD to earn a higher interest rate**
The 2M facilities account was transferred to a 12 month CD at a higher interest rate.
2. **General fund - SWEEP Money Market account to earn a higher interest rate**
Funds have been moved into respective sweep accounts that generate a higher interest rate than the regular account.
3. **Working to secure all funds beyond the \$250,000 maximum**
The school is obtaining more information on how to secure funds beyond the \$250K maximum.
4. **Audit Report**
There were no findings in the prior year audit.
5. **November Forecast Update**
The following information was shared from the November Forecast:
 - The net income of 224k has decreased of 7K since the previous forecast.
 - There is a projected ending cash at 4.8M, 268 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. **Teach Start Partnership – program pathways that create a teacher pipeline for Ararat**
Teach Start Program is affiliated with Scoot Education Program. The Teach Start Program helps support fellows in obtaining their teaching credential and seeking employment at partnership schools.
- b. **School Accountability Report Card (SARC) - detailed information about Ararat’s programs and community due February 1, 2024**
The School Accountability Report Card was submitted to the California Department of Education. The board reviewed and approved.
- c. **Ararat’s 2024-2025 annual calendar**
The 2024-2025 School Annual Calendar was shared and approved by the board.
- d. **Declaration of Need for Fully Qualified Educators for temporary and emergency permits**
The Declaration of Need is a charter transparency with the commission and a prerequisite for the CTC to grant permits.
- e. **Move the Facilities Fund to a 12-month CD to earn a higher interest rate**
The 2M facilities account was transferred to a 12 month CD at a higher interest rate.

f. Move General Fund to a SWEEP Money Market account to earn a higher interest rate
Funds have been moved into respective sweep accounts that generate a higher interest rate than the regular account.

g. 2022-2023 Audit Report
The 2022-2023 Audit Report was reviewed. There were no findings.

h. Updates on Personnel Handbook; Complaint Procedures (formal and informal) identifying Director of Operations and Compliance (DOC) and replacing with either Operational Manager (OM) and/or Compliance Manager (CM)
The board recommended to add arbitration clause to the Personnel Handbook.

i. Updates on all other policies on website identifying Director of Operations and Compliance (DOC) and replacing with either Operations Manager (OM) and/or Compliance Manager (CM)
The policies are being revised and will be shared with the Board for approval upon completion.

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 Teach Start Partnership – program pathways that create a teacher pipeline for Ararat.**
- b. **Approval is requested for the School Accountability Report Card (SARC) - detailed information about Ararat’s programs and community due February 1, 2024.**
- c. **Approval is requested for Ararat’s 2024-2025 Annual Calendar.**
- d. **Approval is requested for Declaration of Need for Fully Qualified Educators for temporary and permits and waivers.**
- e. **Approval is requested to move the Facilities Fund to a 12-month CD to earn a higher interest rate.**
- f. **Approval is requested to move General Funds to a SWEEP Money Market account to earn a higher interest rate.**
- g. **Approval is requested for the 2022-2023 Audit Report.**

Recommend approval

Motion by: Ms. Shamieh

Seconded by: Dr. Velarde

Vote: Approved Unanimously

IX. FUTURE AGENDA ITEMS

The Board will discuss items for future Board meeting agendas

- Civil Rights Data Collection (CRDC) submission update (February 26, 2024)
- Community Schools Grant with Seneca
- 2023-2024 Second Period Interim Financial Report (approve by March 21, 2024)
- P2 Attendance Report (April 1, 2024)
- ADA Report to the LAUSD (April 1, 2024)
- Forms 700 (April 1, 2024)
- Annual Attendance Report (June 28, 2024)
- 2024-2025 Preliminary Budget (approve by June 14, 2024)
- Local Control Accountability Plan (LCAP) (approve by June 6, 2024)
- 2024-2025 Governing Board Meeting Calendar (approve by June 6, 2024)

X. NEXT BOARD MEETING DATE

February 15, 2024

XI. ADJOURNMENT

The meeting was adjourned at 9:20 pm.