



# MINUTES



## GOVERNING BOARD MEETING ARARAT CHARTER SCHOOL

**August 22, 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](mailto: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 6:35 pm.

**b. Roll Call**

	<b>Present</b>	<b>Absent</b>
Ms. Avakian	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ms. Shamieh	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Dr. Velarde	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ms. Horvat	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Merzian	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Shirvastian	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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

**a. July 23, 2024, Meeting Minutes**

**Recommend approval**

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

**III. APPROVAL OF CHECK AND CREDIT CARD REGISTERS**

- April 2024
- May 2024
- June 2024
- July 2024

**Recommend approval**

Motion by: Mr. Shirvastian  
Seconded by: Ms. Shamieh

**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.*

Dr. Tatiassian shared an email from a parent in Room 6, expressing heartfelt gratitude for the SEALS program.

**b. PRINCIPAL'S REPORT**

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

- **Assessments**
  - Initial English Language Proficiency Assessments for California (ELPAC)
    - The assessments must be completed within a 30 day timeline. We currently have 27 student's to test.
  
- **English Learner Instruction**
  - No Update
  
- **Special Education**
  - No Update
  
- **General Education**
  - August Teacher and staff professional development sessions offered 8/5 - 8/9
    - Topics: Pro Act Training; Strategy Use; Data Talks; Positive Behavior Intervention and Supports; and Thinking Maps
    - New Teacher Orientation offered 8/1 - 8/2
  - NWEA math scores from RAISE After School Program
    - The NWEA comparison chart, which displays the scores, was presented.
  
- **Donation of Artifacts**
  - Mr. Nikol Aghababyan and Mr. Gegham Khekoyan
    - This item will be presented at the next board meeting.
  
- **School Fiscal Plans**
  - No Update

**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

**2024-2025 ENROLLMENT**

<b>Grade</b>	<b>Current Cohort</b>	<b>PHBAO Count</b>	<b>PHBAO New Enrollment</b>
<b>TK</b>	10	1	1
<b>K</b>	43	2	2
<b>1st</b>	56	5	0
<b>2nd</b>	55	7	1
<b>3rd</b>	56	4	0
<b>4th</b>	56	4	0
<b>5th</b>	55	7	0
<b>Total</b>	<b>331</b>	<b>30</b>	<b>4</b>

*As of Thursday, August 22, 2024*

\* **PHBAO** is an acronym for **P**redominantly **H**ispanic, **B**lack, **A**sian, or **O**ther Non-Anglo. This information is obtained from the students' enrollment documents. – in some state department, the “PHBAO” acronym is replaced with “BIPOC”; **B**lack, **I**ndigenous, and **P**eople of **C**olor.

**2. Attendance**

- No Report Available

**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**

- No update

## 2. FY24 Unaudited Actuals Financial Report

- Net income 55K, decrease of 12K, vs. previous forecast
- Ending cash balance 4.9 M, 265 days COH

## 3. Facility Financing

- 150 days cash on hand recommended for future financing
- Authorizers require 3% fund balance reserve by site
- Facility affordability dips after FY27 when state one time funds end (currently 310k/year)
- After deferred revenue and 150 days, COH, available cash = 1.12M

## 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. 2024-2025 Renewal of Declaration of Need for Fully Qualified Educators

The Declaration of Need is a charter transparency with the commission and a prerequisite for the CTC to grant permits. We are requesting two permits for teachers to be in compliance with the state guidelines.

### b. Teacher Induction Stipend

We currently have seven teachers who are required to go through the induction program to clear their preliminary teaching credential. On average an induction program cost is \$8,000. We have cut the cost by \$2,000 by having an on-site administrator supporting with their mentorship. Approval is requested to provide the seven teachers with a \$2,000 stipend to support with clearing their credentials and be in compliance with the CTC requirements.

### c. 2023-2024 Annual Performance Based Oversight Visit Report

The LAUSD Charter School Division 2023-2024 Oversight Report was presented and reviewed in detail.

### d. 2024-2025 Parker-Anderson Enrichment Program Cost Agreement

The 2024-2025 Parker-Anderson Enrichment Program Cost Agreement was reviewed and approved.

### e. 2024-2025 Harassment, Intimidation, Discrimination, and Bullying Policy

The 2024-2025 Harassment, Intimidation, Discrimination, and Bullying Policy was reviewed and approved.

### f. 2024-2025 Title IX Policy

The 2024-2025 Title IX Policy was reviewed and approved.

### g. 2024-2025 Parent-Student Handbook

The 2024-2025 Parent-Student Handbook Policy was reviewed and approved.

### h. 2024-2025 Educational Records and Directory Information Policy

The 2024-2025 Educational Records and Directory Information Policy was reviewed and approved.

### i. FY24 Unaudited Actuals Financial Report

The FY24 Unaudited Actuals Financial Report was presented by Ms. Jean Yang 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:**

- **Exposure to litigation** pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9
- **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 2024-2025 Renewal of Declaration of Need for Fully Qualified Educators**
- b. **Teacher Induction Stipend**  
This item has been removed from the consent list and will be tabled for a future meeting.
- c. **Approval is Requested for 2024-2025 Parker-Anderson Enrichment Program Cost Agreement**
- d. **Approval is Requested for FY24 Unaudited Actuals Financial Report**
- e. **Approval is Requested for the 2024-2025 Educational Records and Directory Information Policy**
- f. **Approval is Requested for the 2024-2025 Harassment, Intimidation, Discrimination, and Bullying Policy**
- g. **Approval is Requested for the 2024-2025 Title IX Policy**
- h. **Approval is Requested for the 2024-2025 Parent-Student Handbook**

**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**

September 19, 2024, at 6:30 pm

**XI. ADJOURNMENT**

The meeting was adjourned at 10:40 pm.