

# MINUTES



## GOVERNING BOARD MEETING ARARAT CHARTER SCHOOL

**March 20, 2025**  
**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 Co-Chairperson, Ms. Avakian at 6:33 pm.

**b. Roll Call**

	<b>Present</b>	<b>Absent</b>
Ms. Avakian	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ms. Shamieh	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Shirvanian	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ms. Izakowitz	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Asatryan	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

**a. February 20, 2025, Meeting Minutes**

**Recommend approval**

Motion by: Mr. Merzian  
Seconded by: Ms. Izakowitz  
Vote: Approved Unanimously

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

**a. January 2025**

**Recommend approval**

Motion by: Mr. Merzian  
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. PRINCIPAL’S REPORT**

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

- **English Learner Instruction**
  - Fall 1 Title III Eligible Immigrant Counts and Rates

Fall 1 Title III Eligible Immigrant counts and rates since 21-22:

	Fall 1 Enrollment	Fall 1 Title III Eligible Immigrant Count	Title III Eligible Immigrant Percentage
21-22	325	22	6.77%
22-23	325	28	8.62%
23-24	338	41	12.13%
24-25	333	46	13.81%

- **Special Education**
  - No update
- **General Education**
  - 2023-2024, 2024-2025 Fall to Winter NWEA MAP comparisons
    - Coaching support and feedback needed in grades:
      - 2<sup>nd</sup> for ELA and Math
      - 3<sup>rd</sup> for ELA
      - 4<sup>th</sup> for ELA and Math
  - Switch to iReady Assessments
    - Pilot in progress – one teacher per grade
- **School Local Control Accountability Plan (LCAP)**
  - 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

Grade	Current Cohort
TK	10
K	49
1st	56
2nd	56
3rd	56
4th	55
5th	55
<b>Total</b>	<b>337</b>

**2. Attendance**

- Report on the percentage of the Monthly Attendance

	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage	Attendance Percentage
Grade	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7
	08/12/2024 to 09/08/2024	09/09/2024 to 10/04/2024	10/07/2024 to 11/01/2024	11/04/2024 to 11/29/2024	12/02/2024 to 1/10/2025	1/13/2025 to 02/07/2025	2/10/2025 to 03/07/2025
<b>TK</b>	92.31%	96.49%	97.30%	97.50%	96.00%	90.53%	92.63%
<b>K</b>	92.88%	92.79%	93.69%	91.65%	92.11%	88.84%	91.01%
<b>1<sup>st</sup></b>	97.39%	96.33%	95.54%	96.43%	93.69%	91.26%	95.30%
<b>2<sup>nd</sup></b>	95.89%	96.52%	97.77%	93.45%	90.83%	94.64%	94.74%
<b>3<sup>rd</sup></b>	96.50%	93.61%	94.59%	93.75%	89.17%	91.26%	93.89%
<b>4<sup>th</sup></b>	96.31%	93.52%	93.84%	93.90%	90.83%	92.54%	91.87%
<b>5<sup>th</sup></b>	95.53%	93.47%	94.35%	90.90%	89.14%	90.77%	91.87%
<b>K-5<sup>th</sup></b>	<b>95.76%</b>	<b>94.49%</b>	<b>95.07%</b>	<b>93.53%</b>	<b>91.10%</b>	<b>91.57%</b>	<b>93.08%</b>

**3. State and Local Mandated Reports**

- Civil Rights Data Collection due March 7, 2025

**4. Update on Legislation**

- Adoption of Policy and Procedure consistent with Education Code 234.7

**5. Facilities and all Related Matters**

- Kindergarten Learning Academy (Sylmar Campus) status quo maintained
- Erwin Campus (Co-location) one less teaching station from 9 to 8; 2 Special Education Classrooms; 1 Administrative Office
- Relinquish Fair Avenue offer

**d. FINANCIAL REPORT**

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

**1. February Financials**

- Net Income 51k, increase of 3.8k vs. previous forecast
- Increase of 51k mostly due to increase in local revenue
- Projected ending cash 5.7M, 240 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 Facilities and all Related Matters**

Board members who attended the CCSA Conference shared the following information: there is no requirement for a down payment on a new property, and payments can be deferred for up to 18 months. A \$500,000 state grant is available to support new school projects. They also shared they learned information about an affordability plan from Grow Schools, along with a list of lenders that specialize in financing school properties.

**b. Adoption of Policy and Procedure consistent with Education Code 234.7**

The immigration resolution was adopted and approved by the Governing Board.

**c. Submission of Form 700 applications to the Los Angeles County due April 1, 2025**

Form 700's will be completed and submitted to the Los Angeles County by the due date.

**d. Request for Proposals - E-Rate**

Our IT specialist presented the board with an E-rate bid evaluation rubric. The rubric compared several companies based on installation cost, monthly recurring cost, E-rate discount application in billing, communication and support, and confidence in service. Based on the results, AT&T received the highest overall score. Therefore, it is recommended that we proceed with AT&T.

**e. Employee Retention Credit (ERC)**

The board engaged in a presentation from the ERC representative that shared relevant information regarding the refundable tax credit.

**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:**

- **Pupil Discipline**
- **Appointment, Employment, Evaluation, and Discipline of Personnel**
- **Real Estate Negotiations**

**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 Facilities and all Related Matters**
- b. Approval is Requested for the Adoption of Policy and Procedure consistent with Education Code 234.7**
- c. Approval is Requested for the Proposed Vendor for Category 1 E-Rate Services**  
Item C was approved with a two year extension and termination language added on the contract
- d. Approval is Requested for the Adoption of iReady Program**
- e. Approval is Requested for Employee Retention Credit (ERC)**

**Recommend approval**

Motion by: Dr. Velarde

Seconded by: Ms. Izakowitz

Vote: Approved Unanimously

**IX. FUTURE AGENDA ITEMS**

*The Board will discuss items for future Board meeting agendas*

**X. NEXT BOARD MEETING DATE**

May 15, 2025

**XI. ADJOURNMENT**

The meeting was adjourned at 9:54pm