

MINUTES



GOVERNING BOARD MEETING ARARAT CHARTER SCHOOL

August 21, 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. 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. Horvat at 6:41 pm.

b. Roll Call

	Present	Absent
Ms. Avakian	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ms. Shamieh	<input checked="" type="checkbox"/>	<input 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 type="checkbox"/>	<input checked="" 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. June 18, 2025, Meeting Minutes

Recommend approval

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

III. APPROVAL OF CHECK AND CREDIT CARD REGISTERS

a. May 2025

b. June 2025

Recommend approval

Motion by: Mr. Merzian
Seconded by: Mr. Asataryan
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.

1. Dickerson Health and Welfare Benefits Presentation

Two representatives from Dickerson Insurance Services presented an overview of various health and welfare benefit plan options available to the organization. The presentation covered different insurance plans and possibilities tailored to meet the needs of both the organization and its employees. The board engaged in discussion and asked questions to better understand the available benefits.

2. Instructional Materials Resolution – Williams Audit

The board reviewed and approved the Instructional Materials Resolution in compliance with the Williams Audit requirements. The resolution affirms that all students have sufficient access to standards-aligned instructional materials.

b. PRINCIPAL’S REPORT

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

- **English Learner Instruction**
 - Initial English Language Proficiency Assessments for California (ELPAC) testing will commence 8/18.
- **Special Education**
 - New onboarding - Special Education Administrator
- **General Education**
 - August teacher and staff professional development sessions offered 8/4-8/8
 - New teacher orientation offered 8/1
 - iReady internal fall diagnostic testing to commence 8/25
 - SB114 Dyslexia Screener for grades K to 2 – DIBELS to commence 8/25
- **School Local Control Accountability Plan (LCAP)**
 - No update

c. OPERATIONS AND COMPLIANCE REPORTS

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

1. Enrollment

- Latest student enrollment report by grade level

2025-2026 ENROLLMENT

Grade	Current Cohort	Pending Application
TK	15	5
K	41	1
1st	56	0
2nd	57	0
3rd	55	2
4th	52	0
5th	54	0
Total	330	10

2. Attendance

- No report available

3. State and Local Mandated Reports

- No Update

4. **Update on Legislation**
 - No Update
5. **Facilities and all Related Matters**
 - Facilities updates

d. **FINANCIAL REPORT**

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

1. **Prop28 Annual Report**

The Prop28 Annual Report was reviewed and approved.

2. **EPA FY25 actual expenditures**

The EPA FY25 actual expenditures were reviewed and approved.

3. **FY25 Unaudited Actuals**

- Net income 216K, increase of 140K vs. previous forecast
- Increase of 140K mostly due to savings in Compensation and Benefits
- Projected ending cash 5.15M, 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. **Facilities and all Related Matters**

No updates

b. **2025-2026 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.

c. **2025-2026 Policy Updates**

i. **Parent Student Handbook**

The Parent Student Handbook was reviewed and approved. This handbook will be updated and approved annually going forward.

ii. **Personnel Handbook**

The Personnel Handbook was reviewed and approved. This handbook will be updated and approved annually going forward.

iii. **Fiscal Policies and Procedures**

The Fiscal Policies and Procedures were reviewed and approved.

iv. **Conflict of Interest Policy**

The Conflict of Interest Policy was reviewed and approved.

d. **Compensation Committee findings and recommendations**

i. **Salary Scale**

The board will review all salary scales in the 2025-2026 academic year.

ii. **Health and Welfare Benefits**

Two representatives from Dickerson Insurance Services presented an overview of various health and welfare benefit plan options available to the organization. The presentation covered different insurance plans and possibilities tailored to meet the needs of both the organization and its employees. The board engaged in discussion and asked questions to better understand the available benefits.

iii. Flexible Spending Account (FSA)

The Flexible Spending Account (FSA) will be offered to Ararat employees.

iv. Life Insurance

Life Insurance will be offered to Ararat employees

e. Parker Anderson After School Enrichment Sessions for APEX

The Parker-Anderson Enrichment Program Cost Agreement of \$11,250 was reviewed and approved.

f. 2025-2026 Finance Committee Meeting Dates

The 2025-2026 Finance Committee meeting dates were reviewed and approved. The board added an October 2025 date.

g. Instructional Materials Resolution – Williams Audit

The board reviewed and approved the Instructional Materials Resolution in compliance with the Williams Audit requirements. The resolution affirms that all students have sufficient access to standards-aligned instructional materials.

h. 2025-2026 Principal Salary

The 2025-2026 Principal compensation and benefits is a total of \$199,493.52.

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

No update

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

This item has been removed from the consent list and will be tabled for a future meeting.

b. Approval is Requested for 2025-2026 Renewal of Declaration of Need for Fully Qualified Educators

c. Approval is Requested for 2025-2026 Policy Updates

- i. Parent Student Handbook**
- ii. Personnel Handbook**
- iii. Fiscal Policies and Procedures**
- iv. Conflict of Interest Policy**

d. Approval is Requested for Compensation Committee findings and recommendations

i. Salary Scale

This item has been removed from the consent list and will be tabled for the September board meeting.

ii. Health and Welfare Benefits

- iii. Flexible Spending Account (FSA)
- iv. Life Insurance
- e. Approval is Requested for Parker Anderson After School Enrichment Sessions for APEX
- f. Approval is Requested for 2025-2026 Finance Committee Meeting Dates
- g. Approval is Requested for Instructional Materials Resolution – Williams Audit
- h. Approval is Requested for 2025-2026 Principal Salary
- i. Approval is Requested for Prop28 Annual Report
- j. Approval is Requested for EPA FY25 actual expenditures
- k. Approval is Requested for FY25 Unaudited Actuals

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

X. NEXT BOARD MEETING DATE

September 18, 2025 at 6:30 pm.

XI. ADJOURNMENT

The meeting was adjourned at 9:41 pm.

APPROVED