MINUTES

GOVERNING BOARD MEETING
ARARAT CHARTER SCHOOL

October 16, 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

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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 Chairperson at 6:39 pm.

b. Roll Call

	Present	Absent
Ms. Avakian	☒	☐
Ms. Shamieh	☒	☐
Dr. Velarde	☐	☒
Ms. Horvat	☐	☒
Mr. Merzian	☐	☒
Mr. Shirvanian	☒	☐
Ms. Izakowitz	☒	☐
Mr. Asatryan	☒	☐

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

a. September 18, 2025, Meeting Minutes

Recommend approval
Motion by: Ms. Shamieh
Seconded by: Mr. Shirvanian
Vote: Approved Unanimously

III. APPROVAL OF CHECK AND CREDIT CARD REGISTERS

a. Check Registers September 2025
b. Credit Card Register - not yet available

Recommend approval
Motion by: Mr. Shirvanian
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.

b. FINANCIAL REPORT

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

1. FY26 August Financials
    a. Net income 133k, increase of 15k vs. previous forecast
    b. Increase of 25k mostly due to shifted one time revenue from FY25
    c. Projected ending cash 5.72M, 240 days cash on hand

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c. PRINCIPAL'S REPORT

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

- **English Learner Instruction**
  - No update

- **Special Education**
  - Search and serve efforts are in place

- **General Education**
  - Williams walkthrough for instructional materials
  - 2025-2026 quarterly report on uniform complaint procedures
    - Instructional materials
  - The Williams audit found that the school has sufficient instructional materials for each student in all major content areas (ELA, Math, Science, and Social Studies)

- **School Fiscal Plans**
  - LCAP – midyear update coming around January

d. 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	*20*	*0*
K	*42*	*0*
1st	56	0
2nd	55	0
3rd	54	0
4th	52	1
5th	54	0
Total	**333**	**1**

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2. Attendance

- Report on the percentage of the Monthly Attendance

Grade	Attendance Percentage Month 1 08/11/2025 to 09/05/2025	Attendance Percentage Month 2 09/08/2025 to 10/03/2025
TK	95.05%	90.65%
K	97.06%	96.30%
1st	94.08%	94.53%
2nd	96.24%	96.46%
3rd	94.65%	96.24%
4th	96.12%	94.61%
5th	94.98%	93.34%
K-5th	***96.02%***	***95.41%***

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3. Prop 39 Related Information

- Prop 39 application is being processed due November 1, 2025
- Intent to enroll forms sent to parents of students in grades TK-4
- 2026-2027 TK projected enrollment

4. State and Local Mandated Reports

- California Basic Educational Data System Resources and Responsibilities (CBEDS) – due October 31, 2025
- 2025-2026 LCAP upload to the California School Dashboard begins October 13 through October 31, 2025
- School Accountability Report Card (SARC) window opens mid-November and is due no later than February 1, 2026.

5. Update on Legislation

- No Update

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

i. Discussion on whether the Board will authorize the Facilities Committee to extend an offer and open escrow on a facility deemed suitable by the committee and recommended for advancement.

I. The board authorized the Facilities Committee to open escrow on a facility deemed suitable by the Committee, without requiring additional approval from the full Board, provided that the purchase price does not exceed 10M.

b. Finance Committee Meeting Update

i. Facilities affordability

ii. Current salary scale review discussion

I. This item will be tabled to the April or May board meeting

c. Employee Classifications in Personnel Handbook

The school would like to review the current Employee Classifications in the Personnel Handbook to determine whether adjustments are needed. Additional information will be obtained from the attorneys to guide any potential updates.

I. No updates to date

d. Board Member Information

The Board has been informed that a current Board member has submitted their resignation and will no longer be serving on the Board. Additional updates will be shared as we receive them.

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**

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VII. PUBLIC SESSION – REPORT OUT OF CLOSED SESSION

The Governing Board will report out any action taken in the Closed Session if any

No updates

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

Recommend approval
Motion by: Mr. Shirvanian
Seconded by: Ms. Izakowitz
Vote: Approved Unanimously

IX. FUTURE AGENDA ITEMS

The Board will discuss items for future Board meeting agendas

- **Yearly review of Fiscal Policies and Procedures Manual**
- **Yearly review of Personnel Handbook**

X. NEXT BOARD MEETING DATE

December 18, 2025

XI. ADJOURNMENT

The meeting was adjourned at 9:47 pm.

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