MINUTES

GOVERNING BOARD MEETING
ARARAT CHARTER SCHOOL

December 18, 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 6:45 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. October 16, 2025 Meeting Minutes

b. November 20, 2025 Meeting Minutes

Recommend approval

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

III. APPROVAL OF CHECK AND CREDIT CARD REGISTERS

a. Check and Credit Card Registers September and October 2025

Recommend approval

Motion by: Ms. Izakowitz
Seconded by: Ms. Shamieh
Vote: Approved Unanimously

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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. **First Interim Budget Report**
    a. Net Income 71k, decrease of 62k vs. previous forecast
    b. Decrease of 62k mostly due to accounting related fees and updated State Lottery
    c. Projected ending cash 6.2M, 240 days cash on hand

c. PRINCIPAL'S REPORT

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

- **Assessments**
    - 2025 California Assessment of Student Performance and Progress (CAASPP), English Language Proficiency Assessments for California (ELPAC) and Resident Schools Data
        - The Principal provided an informational presentation on the 2025 CAASPP and ELPAC assessments, including student performance data, and reviewed Resident Schools data.

- **Special Education**
    - Applied for the Program Development Grant through Charter Operated Programs (COP)
        - The school applied for the Program Development Grant through Charter Operated Programs (COP) for $40,000. This item was informational only, and no action was taken.

- **General Education**
    - Bernardi Senior Center Thanksgiving Food Drive
    - Winter Performances
    - Ararat Programs for Extended learning (APEX) Winter Camp January 5-9, 2026
    - Charter School Division (CSD) visit scheduled on Thursday, January 29, 2026

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

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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	*19*	*0*
K	*41*	*0*
1st	56	0
2nd	56	0
3rd	54	0
4th	53	0
5th	54	0
Total	**333**	**0**

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	Attendance Percentage Month 3 10/06/2025 to 10/31/2025	Attendance Percentage Month 4 11/03/2025 t0 11/28/2025
TK	95.05%	90.65%	84.69%	95.18%
K	97.06%	96.30%	93.13%	94.11%
1st	94.08%	94.53%	93.75%	93.37%
2nd	96.24%	96.46%	97.45%	95.61%
3rd	94.65%	96.24%	94.72%	93.36%
4th	96.12%	94.61%	93.94%	93.70%
5th	94.98%	93.34%	95.09%	94.75%
K-5th	***96.02%***	***95.41%***	***94.16%***	***93.87%***

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3. State and Local Mandated Reports

- Immunization Report submitted to the state before the December 5, 2025 deadline.
- School Accountability Report Card (SARC) window opens mid-November and is due no later than February 1, 2026.

4. 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. Proposition 39 Request for Facilities Alternative Agreement

The Board reviewed and approved the Proposition 39 Request for Facilities Alternative Agreement.

b. Auditor Selection

The Board reviewed and approved the renewal of Wilkinson Hadley King & Co. to serve as the school's auditor for the next three years.

c. Technology Update

i. Migration to One Drive

We provided an update on the planned migration to OneDrive, which is anticipated to occur during the spring or summer.

ii. Apple Devices and Chrome Books

The possibility of transitioning from Apple to Google devices was discussed, with a plan to be presented by our IT facilitator at our next Board meeting.

d. Charter School Compliance Monitoring Board Certification

The Charter School Compliance Monitoring Board Certification was reviewed and approved, and signed by the Board Chair.

e. 2026-2027 School Calendar

The Board reviewed and approved the 2026–2027 School Calendar.

f. Fiscal Policies and Procedures Manual Update

The Board reviewed and approved the updates to the Fiscal Policies and Procedures Manual.

g. First Interim Budget Report

The Board reviewed and approved the First Interim Budget Report.

h. Parker and Anderson 2nd Semester Enrichment Classes

The Board reviewed and approved Parker and Anderson second semester after-school enrichment classes.

i. 2024-2025 Audit Report Review

The Board reviewed and approved the 2024–2025 Audit Report, which reflected no audit findings.

j. Board Member Resignation

The resignation of the Board Co-Chair was accepted.

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k. Local School Wellness Policy
The Local School Wellness Policy was reviewed and approved.

l. Recess Policy
The Recess Policy was reviewed and approved.

m. Immigration Enforcement Policy
The Immigration Enforcement Policy was reviewed 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:

- **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 Auditor Selection
c. Approval is Requested for Charter School Compliance Monitoring Board Certification
d. Approval is Requested for 2026-2027 School Calendar
e. Approval is Requested for Fiscal Policies and Procedures Manual Update
f. Approval is Requested for First Interim Budget Report
g. Approval is Requested for Parker and Anderson 2nd Semester Enrichment Classes
h. Approval is Requested for 2024 -2025 Audit Report
i. Approval is Requested for Accepting the Resignation of Board member
j. Approval is Requested for Local School Wellness Policy
k. Approval is Requested for Recess Policy
l. Approval is Requested for Immigration Enforcement Policy

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

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IX. FUTURE AGENDA ITEMS

The Board will discuss items for future Board meeting agendas

- **Yearly review of Personnel Handbook**

X. NEXT BOARD MEETING DATE

January 22, 2026

XI. ADJOURNMENT

The meeting was adjourned at 9:17 pm.

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