

MINUTES

GOVERNING BOARD MEETING

ARARAT CHARTER SCHOOL

6555 Sylmar Ave., Van Nuys

March 19, 2019

6:30 pm

Regular Meeting

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. “Request to Speak” forms are available to all audience members who wish to speak on any agenda or non-agenda items or under the general category of “Oral Communications.”
3. “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. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
4. With regard to items that are on the agenda, you may specify that agenda item on your “Request to Speak” form and you will be given an opportunity to speak for up to three (3) minutes when the Board discusses that item.
5. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
6. 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.

Americans with Disabilities

The Ararat Charter School adheres to the Americans with Disabilities Act. Should you require special accommodations, or more information about accessibility, please contact us at least 48 hours in advance at

818-994-2904, or agharibi@araratcharterschool.com.

All efforts will be made for reasonable accommodations.

I. OPEN SESSION

A. CALL TO ORDER:

Meeting was called to order by Board Chairperson, Shakeh Avakian at 6:33pm.

B. ROLL CALL

	Present	Absent
Shakeh Avakian	<input checked="" type="checkbox"/>	<input type="checkbox"/>
John Henderson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Silva Karayan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hermine Mahseredjian	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Rosemarie Shamieh	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Giuliana Velarde	<input checked="" type="checkbox"/>	<input type="checkbox"/>

C. APPROVAL OF MINUTES OF BOARD MEETING OF FEBRUARY 19, 2019

Recommend approval

Motion by: Ms. Shamieh
Seconded by: Dr. Karayan
Vote: Approved Unanimously

D. APPROVAL OF CHECK REGISTER

Recommend approval

Motion by: Mr. Henderson
Seconded by: Ms. Shamieh
Vote: Approved Unanimously

II. COMMUNICATIONS

A. 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 direction to staff following a presentation

B. PRINCIPAL’S REPORT (Attachment)

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

1. Update on school calendar of events

- Wednesday, February 20, 2019 – Award Assembly
- Thursday, February 28 through March 1, 2019-5th Grade Riley’s Farm Overnight Field Trip
- Thursday, March 7, 2019-Choir Session 2 Begins-4th & 5th Grade
- Monday, March 4 through March 8, 2019-Kindness Week
- Friday, March 8, 2019- Professional Development-No School for Students
- Friday, March 15, 2019-Spring Pictures for students
- Friday, March 15, 2019- COP Positive Behavior Intervention Support Training
- Monday, March 18-20-5th Grade Physical Fitness Test
- Wednesday March 20, 2019-School Dance Incentive
- Friday, March 22, 2019-Parent Conferences-No School for Students
- Monday, March 25, 2019-3rd Grade Field trip Leonis Adobe Museum

- Tuesday, March 26, 2019-Parent Involvement Breakfast Meeting
- Thursday, March 28, 2019-Math/Literacy Fair
- Thursday, March 28, 2019-Award Assembly

2. Update on School Fundraising

- Pennies for Patients: \$2000.00 (all funds to be distributed to P4P foundation)
- Root beer Float Sale: March 28, 2019

3. Update on Field Trips

3rd Grade Field Trip-Leonis Adobe Museum

4. Update on Prop 39

Proposition 39 (“Prop. 39”) is a state law passed by California voters in 2000, which requires school districts to make facilities (including both classroom and non-classroom spaces) available to public charter schools serving students who reside in the district.

After the passage of Prop. 39, each school district must make available, to each eligible charter school operating in the district, facilities sufficient for the charter school to accommodate all of its in-district students in conditions reasonably equivalent to those in which the students would be accommodated if they were attending other public schools of the district.

- ACS has responded to the District’s Preliminary offer for the same amount of classroom offered in 17-18 school year prior to its March 1, 2019 deadline
- LAUSD has offered KLA (Sylmar Campus) 6 classrooms + 1 SPED room & Erwin ELE Co-location 8 classrooms and 1 SPED room

Update on Facilities

- ACS received lease agreement for facility-See attached lease agreement for board review
- Red Hook received 600K soil reduction to cost of property
- ACS facilities team met with Red Hook to make revisions and recommendations to which plan to move forward with

5. Update on ELPAC Testing

ELPAC Testing in K-5 has been completed for all identified English Learners and is being package for delivery

Students in kindergarten through grade twelve, who are classified as English learners, will take the ELPAC Summative Assessment every year until they are reclassified as proficient in English. Students are tested on their skills in listening, speaking, reading, and writing.

Grade Level	Dates
Kindergarten	2/4-2/15
1 st Grade	2/11-3/1
2 nd Grade	2/4-2/22
3 rd Grade	2/11-2/22
4 th Grade	2/25-3/1
5 th Grade	3/4-3/8

6. Update on WASC

The Accrediting Commission for Schools, WASC (Western Association of Schools and Colleges) (ACS/WASC) is one of six regional accrediting associations in the United States. The Accrediting Commission for Schools, WASC, extends its services to over 4,500 public, independent, church-related, and proprietary pre-K–12 and adult schools, works with 16 associations in joint accreditation processes, and collaborates with other educational organizations. Every public high school must conduct a self-study in order to be an accredited educational institution. The organization that determines the accreditation term is called the Western Association of Schools and Colleges (WASC).

- WASC Report has been completed and shared with ACS staff.
- WASC visiting committee is scheduled to visit ACS on April 25, 2019 for a mid-year 1-day visit
- WASC visiting committee report has been drafted and is current being reviewed. The draft will be shared with staff in order to get their input and on our report

7. Update on State Testing

PFT (Physical Fitness Test)

- Scheduled for March 18-March 20-5th Grade Only
- Training has been provided to teachers and support staff

The *FITNESSGRAM* is composed of the following six fitness areas, with multiple test options provided for most areas. Aerobic Capacity, Body Composition, Abdominal Strength and Endurance, Trunk Extensor Strength and Flexibility, Upper Body Strength and Endurance, Flexibility

CAASPP (California Assessment of Student Performance and Progress)

- Scheduled for April 22, 2019 through May 30, 2019
- CAASPP Preparation
- Every Friday Prep on SBAC Practice Test starting on 3/15, 3/29,4/5,4/12-Computer Lab
- SBAC After School Preparation Classes (Mondays and Tuesdays)
 - 3rd Grade-4/2, 4/3, 4/8, 4/9
 - 4th Grade-4/22, 4/23, 4/29,4/30
 - 5th Grade-5/6, 5/7, 5/13, 5/14

8. WASC (Western Association of Schools and Colleges)

ACS is scheduled to be visited on April 25, 2019 for its 1 Year Mid-cycle Visit
WASC Report reviewed with faculty for input on March 8, 2019
See attached WASC Mid-cycle Report

- **Fall 2 Data Submission has been submitted and certified**
 - Student Course Enrollments
 - Staff Assignments and FTE
 - English Learner Education Services

9. Update on School Performance Data - See attached handout

C. FINANCIAL REPORT

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

1. **Budget to date:** Mr. Levi Kirkland from Edtec presented the monthly budget report with the following items:
Charter School Transparency Law
 - 2018-19 2nd Interim Report
 - 2018-19 Enrollment Update
 - 2018-19 Forecast Update
 - Facility Planning
 - Exhibits
 - Enrollment Update
 - Forecasted ADA was increased to 326.42 for the 2nd Interim
 - FY 18-19 Forecast Update
 - The December Forecast reflects an increase of \$16K
 - 2018-19 2nd Interim Report
 - Ararat's 2nd Interim Report was submitted to LAUSD on March 1st
 - 2018-19 Cash Flow
 - Ararat is projected to end fy1819 with a cash balance of \$3.3M
 - Facility Planning
 - Budget Summary
 - All projections assume a 95% attendance rate

III. CONSENT AGENDA ITEMS

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The Principal recommends approval of all consent agenda items.

IV. ACTION ITEMS

**A. Approval is Requested for 2nd Financial Interim Report
Recommend approval**

Motion by: Mr. Henderson
Seconded by: Ms. Shamieh
Vote: Unanimously

**B. Approval is Requested for Mid-Year WASC Report
Recommend approval**

Motion by: Mr. Henderson
Seconded by: Dr. Velarde
Vote: Approved Unanimously

**C. Approval is Requested for Charter Petition Renewal Services from KQ Management Inc,
The contract should not exceed \$20,000.00**

Recommend approval

Motion by: Ms. Shamieh
Seconded by: Dr. Velarde
Abstained: Mr. Henderson
Vote: Approved by Majority

D. Approval is Requested for Campus Security/Aide Position: See attached job description

Recommend approval

Motion by: Mr. Henderson

Seconded by: Dr. Velarde

Vote: Unanimous

V. INFORMATION ITEMS/POSSIBLE ACTION

A. Update on CCSA Conference: Ms. Gharibi shared a brief description of all sessions attended by Ms. Bowman, Ms. Erazo and her. (See attached)

B. Update on Facilities (See Principal's Report)

C. Red Hook Lease Agreement: A conference call was held with David Hyun, Redhook representative in regards to the following concerns and questions:

- When is school's contribution expected? Could they be done by done upon completion
- Board would like to see specifically 4 option for the expenditure; 1) with 0 contribution, 2) with \$1million contribution, 3) with \$1.5contribution and 4) with, \$2 million contribution
- Is purchase price is set or will the school end up with higher price?
- What does security entitlement mean?
- Will RedHook assist with bonding and what does it entail?
- Is the completion date guaranteed?
- Is any of the costs negotiable?
- What will happen if school cannot get a material change?
- Why does the purchase price go up a million each year?
- In the initial plan school had 10 Years to buy and the new plan only shows four

The school requested from Redhook to send the most updated cost proposal as soon as possible for the Board to consider.

It was also decided that the lease document should be sent to the school's attorney.

D. Board Meeting Documents

The Board Unanimously agreed on going paper less and purchase electronic devices. The Board would like to ask the School's IT to come to the next meeting and present suggestion for an electronic device with maximum security to be purchased and used by Board members at Board Meetings.

Recommend approval

Motion by: Mr. Henderson

Seconded by: Ms. Shamieh

Vote: Approved Unanimously

E. Update on SB126 (See attached)

F. Update AB1505 (See attached)

G. Update on New Board Member Selection

The perspective candidate will meet with the Nominating Committee. The committee will be composed of the following members:

Ms. Avakian

Ms. Shamieh

1 or 2 Parents

1 or 2 Classified

1 or 2 Certificated

- H. **Update on Internet Firewall:** The school has moved from “White Listing” to “Content Filtering”. There have been some complications in this transition and the Governing Board would like for the School’s IT to have complete involvement in this matter. This switch requires initial set up. However, the setup has been taking quite a long time.
- I. **Update Form 700** (See hand out about new laws)
- J. **Update on Walkie Talkies:** Currently both campuses have new two-way radios and are being utilized for communication.
- K. **Update from Charter Implementation Committee:** The committee met shortly and decided on presenting the KQ contract for the Board’s approval.

VI. CLOSED SESSION

Adjourned to Closed Session at 9:33to consider and/or take action upon any of the following items:

Public Employee Employment (G.C. 54957)

Title:

- **Conference with Legal Counsel**
- **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 closed session, if any.

The meeting was reconvened to open session at_____ .

VIII. FUTURE AGENDA ITEMS

The Board will consider items for future Board Meeting Agendas.

- Red Hook expenditure tables
- Redhook Lease Agreement
- Report from Nomination Committee
- Proposal of Meeting Date Change to Thursdays
- T2 Performance Results
- Salary Advancement Policy
- Update on iPads Purchases

IX. NEXT BOARD MEETING DATE

April 23, 2019

X. ADJOURNMENT

The meeting was adjourned at