



MINUTES
GOVERNING BOARD MEETING
ARARAT CHARTER SCHOOL
April 23, 2020
6:30 pm



Regular Meeting

This meeting will be by teleconference pursuant to Executive Orders N-25-20 and N-29-20.

Ararat Charter School Governing Board and employees shall meet via the Zoom meeting platform.
Members of the public who wish to access this Board meeting may do so at:

Topic: Ararat Charter School's Governing Board Meeting
Time: Apr 23, 2020 06:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

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Meeting ID: 702 171 525

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Meeting ID: 702 171 525

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Members of the public who wish to comment during the Board meeting may use the “raise hand” tool on the Zoom platform. 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 Board of Directors may limit the total time for public comment to a reasonable time.

The Board reserves the right to mute or remove a member of the public if comments or actions disrupts the Board meeting.

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.

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.

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 and all relevant documents are available to all audience members at the meeting.
2. “Request to Speak” forms are available to all audience members who wish to speak on any agenda or non-agenda items.
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. 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 Address the Board” 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 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.

I. OPEN SESSION

a. Call to Order

This meeting was called to order by Board’s Chairperson, Ms. Avakian at 6:36PM.

b. Roll Call

Shakeh Avakian	<input checked="" type="checkbox"/>	<input type="checkbox"/>
John Henderson	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Silva Karayan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Giuliana Velarde	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rosemarie Shamieh	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Levi Kirkland	<input checked="" type="checkbox"/>	<input type="checkbox"/>

II. APPROVAL OF MINUTES OF BOARD MEETING OF MARCH 26, 2020 AND MARCH 30, 2020

Recommend approval

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

III. APPROVAL OF CHECK AND CREDIT CARD REGISTERS

Recommend approval

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

IV. 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

Ms. Horvat a parent of a 1st grade student expressed parents’ wishes to have virtual Coffee with the Principal and stated that some parents prefer having the workbooks sent home.

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 Virtual Learning

ACS is offering a varied and engaging distant learning program for our students. The student day is designed around two hours of academic instruction for grades K – 1, and three hours for grades 2 – 5, in the core subjects: ELA, Math, Social Studies and Science. Instruction is presented both on and offline utilizing ZOOM and Google Classroom. Students also attend one 30-minute session a day for specials: Music, Armenian, Spanish or Library. Additionally, teachers provide Office Hours daily to support students: ELs, at-risk, and those needing additional time and support or TLC. Though not required, students are invited to engage in PE activities and Art projects throughout the week. While each grade level’s schedule will vary slightly, they each follow the same parameters.

TK – 5th Grade Class Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
ELA (30-45 mins.)	ELA (30-45 mins.)	ELA (30-45 mins.)	ELA (30-45 mins.)	ELA (30-45 mins.)
Math (30-45 mins.)	Math (30-45 mins.)	Math (30-45 mins.)	Math (30-45 mins.)	Math (30-45 mins.)
Social Studies (30-45 mins.)	Social Studies (30-45 mins.)	Social Studies (30-45 mins.)	Science (30-45 mins.)	Science (30-45 mins.)
Spanish (30 mins.)	Library (30 mins.)	Armenian (30 mins.)	Music (30 mins.)	
Office Hours (1 hour)	Office Hours (1 hour)	Office Hours (1 hour)	Office Hours (1 hour)	Office Hours (1 hour)

**Optional: 20 – 30 minutes daily physical and creative activities to grow your body and brain!*

**Plan was recently updated to include SS and Science*

2. Update on Social Studies Curriculum Adoption:

Team recommendations holding adoption until next year

Rationale:

- uncertainty of when school will open in the fall
- pending review of digital platform for series
- uncertainty of supports, PDs, training during the August
- may be a difficult transition back due
- need to focus other priorities - students social/emotional well-being as well as academic

c. Director of Operation’s Report (Attachment)

1. Update on Virtual Learning Student Accommodations

Office staff have been working tirelessly to ensure that all students have access to computing devices.

- 121 iPads have been lent to families
- Digital Drawing Tablets have been purchased for teachers
- WiFi connectivity means for the families (Hot Spots)

2. Update on Student Attendance

- Purpose: Compulsory education tracking/compliance
- New attendance code created in PowerSchool (VL)
- System of tracking/parent contact procedure
- Means of taking daily attendance:
 - Participation in Zoom meeting
 - Activity in Chat Room
 - Submission of Assignments
 - Office Hours
 - Ongoing daily contact with teacher

Period: From 3/30/2020 to 4/17/2020

Room #	Grade	Attendance %
1	K	93.0
2	K	93.3
3	1 st	98.7
4	1 st	96.1
5	2 nd	99.6
6	2 nd	90.5
49	2 nd	96.0
50	3 rd	99.1
51	3 rd	95.4
44	4 th	94.8
45	4 th	91.7
47	5 th	91.6
48	5 th	97.2
School Wide Average Attendance	K-5th	95.2

3. **Federal and State Reporting:** CALPADS Fall 2 submitted and certified.
4. **Update on School Fundraising:** Our students have raised \$1140.25 for Pennies for Patients, an annual fundraising for Leukemia and Lymphoma Society
5. **Update on Technology**
 - Phone System installed and functioning as of April 15th.
 - Plans are undergoing to uniform all platforms (email, on-line storage, calendar, etc.)
6. **Update on Prop 39 – LAUSD Final Offer**
 - Locations Offered
 - KLA – Campus 1
 - Erwin Elementary (no change from this year)
 - Pro Rata Share: \$171,610.76
 - Campus 2 (Erwin Elementary)
 - Total square footage = 9,098.50
 - Exclusive use area = 7,169.41 ft²
 - Share use area = 1,929.09 ft²
 - Cost per square foot = \$10.03 (\$9.26)
 - Ararat’s pro rata share = \$91,257.95 (\$18,320.91 more than 2019-20)
 - Campus 1 (KLA)
 - Total square footage = 10, 449.00
 - Exclusive use area = 7,680.00 ft²
 - Share use area = 2,769.00 ft²
 - Cost per square foot = \$7.69 (\$7.09)
 - Ararat’s pro rata share = \$80,352.81 (\$6,269.40 more than 2019-20)

Ararat response is due May 1st to LAUSD

7. **Update on Public Random Lottery Deadline:** Due to the school closure, it is suggested to extend the lottery application submission to Saturday May 16, 2020, 4pm, and the lottery to Saturday, May 30, 2020.

Virtual outreach plan:

- Virtual Tour
- Message from Board Chair
- Narratives

d. Financial Report

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

- **Budget to Date:** Ms. Kristin Dietz reviewed the financial report that entailed the following items:
 - **COVID-19, FY2020-21 Update**
Forecast decreased -\$153k from prior month
 - **FY2019-20 Forecast**
The current forecast reflects a net increase of \$44k due to staffing
 - **FY 2019-20 Cash Flow**
Ararat projected to end FY20 with a cash balance of \$3.5M, 143 Days Cash on Hand after reducing for Building Fund
 - **FY 2019-20 Balance Sheet**
 - **Title Fund Budget**
Title funds spending slower than anticipated; expect some spending flexibility due to school closure
 - **Exhibits**

V. 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.

VI. ACTION ITEMS

- a. **Approval is Requested for Prop 39 LAUSD Final Offer**

Recommend approval

Motion by: Ms. Shamieh

Seconded by: Dr. Velarde

Vote: Approved Unanimously

- b. **Approval is Requested for Provision of School Services for COVID-19 Pandemic**

Recommend approval

Motion by: Dr. Velarde

Seconded by: Dr. Karayan

Vote: Approved Unanimously

- c. **Approval is Requested for Appointment of the New Principal**

Recommend approval

Motion by: Ms. Shamieh

Seconded by: Dr. Velarde

Vote: Approved Unanimously

VII. INFORMATION ITEMS/POSSIBLE ACTION

- a. Update from Board Member Nomination Committee:** Committee has met and consented due to the current circumstances they've postponed on having a new addition to the Governing Board Committee as there is no evident need at the moment. Committee will proceed with the decision back when regular school resumes.

VIII. 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:

- **Conference with Legal Counsel**
- **Pupil Discipline**
- **Appointment, Employment, Evaluation and Discipline of Personnel**
- **Real Estate Negotiations**
- **Public Security**

IX. PUBLIC SESSION – REPORT OUT OF CLOSED SESSION

The Governing Board will report out any action taken in closed session, if any

There was nothing to report out.

X. FUTURE AGENDA ITEMS

The Board will consider items for future Board Meeting Agendas.

XI. NEXT BOARD MEETING DATE

May 21, 2020

XII. ADJOURNMENT

Meeting was adjourned at 8:07pm