

MINUTES

GOVERNING BOARD MEETING

ARARAT CHARTER SCHOOL

6555 Sylmar Ave., Van Nuys

September 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 at 6:45 by Board Chairperson Ms. Avakian.

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"/>
Maria Cozette	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Levi Kirkland	<input type="checkbox"/>	<input checked="" type="checkbox"/>

II. 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**

No items to report out

III. PUBLIC SESSION – REPORT OUT OF CLOSED SESSION

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

a. **Approval of Minutes of Board Meeting of August 15, 2019**

Recommend approval

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

b. **Approval of Check and Credit Card Registers**

Recommend approval

Motion by: Ms. Shamieh
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

Mr. Razmik Grigorian, an independent vendor presented the Board the workbooks created by his company as a possibility to be utilized for the Armenian instructions. Board Chairperson thanked him for his presentation.

b. **Principal's Report (Attachment)**

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

▪ **Update on School Calendar of Events**

- Monday August 19, 2019-First Day of School for Students
- Monday August 26, 2019-PBIS School Assemblies at Campus 1 & 2
- Monday August 26-September 26, 2019-ELPAC Testing
- August 30, 2019- Admission Day-No School
- September 2, 2019-Labor Day-No School
- September 3, 2019-First Day of Computer Lab
- September 5, 2019-Back to School Night @ Campus 1 & 2
- September 9-13-Scholastic Book Fair @ Campus 1 & 2
- September 10-12-Teachers out to Write From the Beginning Training
- September 16, 2019-3 Staff Members out to BSET COP Training
- September 24, 2019-5th Grade Hearing Test
- September 30., 2019-Dental Screening
- September 27, 2019-Fall Picture Day

Field Trips

4th Grade- Visited the Getty Center September 16, 2019

Update on School Fundraising

Scholastic Book Fair: Gross Sales: \$3679

Frozen Yogurt Sale: Scheduled September 20, 2019

Update on Educational Program

We will be focusing on the following key school wide focus areas:

- Student Collaboration through the usage of KAGAN structures
- Direct/Explicit instruction focusing on the 5 key components (Introduction, Modeling, Guided Practice, Independent Practice, and closing
- Small Group Instruction
- Write from the Beginning/Thinking Maps

Update on Summer Staff Development

Monday 8/5	Tuesday 8/6	Wednesday 8/7	Thursday 8/8	Friday 8/9
Vision/Mission/Petition	Review of 18-19 CAASPP School Performance Results Review of ELPAC Results SBAC Preparation Strategies	“Write From the Beginning” Writing Program Setting the Stage	Mandated Topics Child Abuse Blood Bourne Pathogens ADA Personnel Handbook	Kagan Cooperative Structures Engaging Students in learning
Monday 8/12	Tuesday 8/13	Wednesday 8/14	Thursday 8/15	Friday 8/16
“Write From the Beginning” Writing Program Narrative	“Write From the Beginning” Writing Program Narrative	PBIS Training (Positive Behavior Intervention Support)	Inspire Science Curriculum Training	Pupil Free Day Teachers work in their classrooms

- **Update on Enrollment**

Grade	Sections Per Grade Level	Number of Students	Total
K	2	52	52
1	2	51	51
2	3	82	82
3	2	54	54
4	2	55	55
5	2	46	46
Total			340

- **Update on Charter Renewal**

- In-take petition meeting is scheduled for September 23, 2019 at 11:00am.

- **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 is the process of collecting intent to enroll forms to apply for Prop 39 facilities**

- Prop 39 application will be DUE November 1, 2019

Audits, Reviews, & Mandated Reporting

- No Update

c. Financial Report

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

- **Budget to date: Ms. Callie Turk and Ms. Kristin Dietz reported on the September Financial Report. The following were included in the report:**

- FY 2018-19 Forecast vs. Unaudited Actuals
 - FY 2019-20 Forecast
 - The Unaudited Actuals reflect a net increase of \$122k
 - Ararat ending FY1819 with a cash flow balance of 3.2 M.
- Exhibits
 - LCFF: COLA approved at 3.26% (same as May Revise)
 - STRS/PERS
 - State split one-time contribution to retirement liabilities between PERS and STRS
 - Employer contribution for STRS increases from 16.7% to 17.1% in FY20 and from 18.1% to 18.4% in FY21. Rate at 18.1% FY22 onward
 - Employer contribution for PERS decreases from 20.733% to 19.721% in FY20;
 - Other:
 - COLA of 3.26% applies to other state programs (SPED, Nutrition)
 - \$152.6M in funding for SELPAs; \$491.7M for children 3-5 years
 - Maintains current level of funding for SB-740, but no COLA increase

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.

None

VI. ACTION ITEMS

- a. **Approval is Requested for Human Relations Policy** – The Board would like to review the Employee Evaluation Policy before approving the Human Relations Policy. Therefore, this action item will be tabled at the next month.

b. Approval is Requested for Board Resolution/Fiscal Policy (See attached)

Recommend approval

Motion by: Dr. Velarde

Seconded by: Ms. Cozette

Vote: Approved Unanimously

c. Approval is Requested for Fiscal Policy (See attached)

The Board approved increasing the school's credit card limit to \$7000.00.

Recommend approval

Motion by: Ms. Shamieh

Seconded by: Dr. Velarde

Vote: Approved Unanimously

d. Approval is Requested for Diversity Plan (See attached)

Recommend approval

Motion by: Dr. Velarde

Seconded by: Ms. Cozette

Vote: Approved Unanimously

e. Approval is Requested for 18-19 Unaudited Actual Financial Report (See attached)

Recommend approval

Motion by: Dr. Velarde

Seconded by: Ms. Cozette

Vote: Approved Unanimously

VII. INFORMATION ITEMS/POSSIBLE ACTION

a. Update on School Inventory System: The acquired system; Assets Panda has been utilized to track all electronics, including iPads, laptops, desktops, printers and school keys. However, the school is in the process of researching the possibility of increasing the subscription limit, or finding a different software to be able to track all furniture and all instructional materials electronically.

b. Update on Paperless School to Home Communication: As of beginning of this school year, school has been sending all correspondences electronically. ACS maintains paper copies of all information sent home for parents who still wish to receive paper copies.

c. Update on Attendance Notification/Tracking System: Principal and SOM are in the midst of finalizing the transition to Black Board connect.

d. Update on Phone Company Services: School has been in communication with LAUSD to figure out the details of transition from land lines to VoIP system.

- e. **School Substitute Teacher Rate** (See attached spread sheet)- The Board decided to increase the hourly rate to \$27.50.

Recommend approval

Motion by: Dr. Velarde

Seconded by: Ms. Cozette

Vote: Approved Unanimously

- f. **Update on Technology**

- A. **IPADS:** All iPads are updated with adequate and needed apps for classroom use.

- B. **IMAC/Mac Books:** All iMacs and MacBooks are functioning properly and have all requested shortcuts and software needed for student use.

- C. **Classroom Printers:** All classrooms have brand new black and white printers.

- D. **Update on Planet Bravo Computer Lab Services:** The Computer Lab classes are functioning without any issues. Students are able to access all needed websites.

- E. **Firewall:** New and updated firewalls have been installed at both Campuses. School's IT had run a test to ensure the integrity and security of the system.

- F. **Internet Provider:** The internet speed at ACS1 is very slow and the existing wiring cannot accommodate any further expansion. School is in the process of gathering information from other providers and has scheduled a walkthrough with LAUSD and Spectrum technician to find out the scope of work needed to transition.

- G. **School App:** Black Board Connect has been utilized by different district for this purpose. School is also looking into this possibility.

- g. **Update on Charter Renewal:** See Principal's Report

VIII. PUBLIC SESSION – REPORT OUT OF CLOSED SESSION

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

Nothing to Report out.

IX. FUTURE AGENDA ITEMS

The Board will consider items for future Board Meeting Agendas.

X. NEXT BOARD MEETING DATE

October 17, 2019

XI. ADJOURNMENT

9:45PM