



Environmental Charter Schools

ECS Board Meeting

Date and Time

Monday September 25, 2017 at 5:00 PM PDT

Location

16315 Grevillea Avenue, Lawndale, CA 90260 / Call-In Location: 1224 10th Street Hermosa Beach, CA 90254, 840 14th Street, San Diego, CA 92101, 1919 Connecticut Ave NW Washington, DC 20009 / Zoom Call-In #: Join from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/954308490> Or Telephone: Dial +1 408 638 0968 - Meeting ID: 954 308 490

ECS Board Members

Term and End Date

Mr. Ken Deemer, President.....	3 years June 30, 2019
Mr. Anthony Jowid, Vice President.....	2 years June 30, 2019
Ms. Jenni Owen.....	3 years June 30, 2019
Ms. Denise Berger, Secretary.....	3 years June 30, 2020
Ms. Farnaz Golshani–Flechner.....	3 years June 30, 2018
Ms. Cathy Creasia.....	3 years June 30, 1920
LESD Representative.....	Rotating Position

ECS Staff

Ms. Alison Diaz, Executive Director & Founder
Ms. Kami Cotler, Director of Strategic Initiative
Ms. Tracy Bondi, Director of Finance and Operations
Ms. Danielle Kelsick, Director of Curriculum and Instruction
Mr. Jeremiah David, Special Projects and Operations Manager
Mr. Robert Gloria, Principal at ECMS - Gardena
Ms. Beth Bernstein, Principal at ECMS - Inglewood
Ms. KC Villoria, Principal at ECHS

Mission

To create and deliver vibrant, innovative, interdisciplinary learning opportunities using the environment to engage students and connect them to the wider world.

Vision

Our vision is that students are equipped with the knowledge and skills to graduate from college, inspired to discover their own sense of purpose and empowered to become quality stewards of their own communities.

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

SPECIAL PRESENTATIONS MAY BE MADE

Notice is hereby given that consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting ECS at 812 West 165th Place, Gardena, CA 90247; telephone (310) 214-3400; fax (310) 214-3410.

FOR MORE INFORMATION

For more information concerning this agenda or for materials relating to this meeting, please contact ECS at 812 West 165th Place, Gardena, CA 90247; telephone (310) 214-3400; fax (310) 214-3410.

Agenda

I. Opening Items

Opening Items

A. Record Attendance and Guests

Introduce Guests

B. Call the Meeting to Order

C. Approve the Agenda

D. Approve Previous Meeting Minutes

- ECS Board Meeting Minutes on August 21, 2017

Approve minutes for ECS Board Meeting on August 21, 2017

II. Presentations from the Floor

Ad Hoc Technology Committee

A. Presentation from the Floor on Non Agenda Items

At this time any person wishing to speak to any item not on the agenda will be granted three minutes to make a presentation to the Board. Non-English speakers utilizing translators will be granted six minutes to make a presentation to the committee.

B. PRESENTATIONS ON AGENDA ITEMS

Any person wishing to speak to any item on the agenda will be granted five minutes to make a presentation. Non-English speakers utilizing translators will be granted ten minutes to make a presentation to the committee.

III. Reports/Presentations

A. Executive Director Update

B. Green Ambassadors Update

Sammy Lyon will provide a brief update regarding the GA Professional Development Program. Tashanda will provide an update as it applies to ECMS Inglewood generally!
Presentation linked [here](#).

IV. StudySession

A. Academic Excellence Committee Update

Presentation Linked [Here](#).

B. Financial Update

1. Year to date updates: actuals v budgets
2. Approved Revised Budgets with the following included:

- Approve ECHS to purchase two Vans to transport kids to offsite curricular programs as recommended by finance committee about \$40K
- Approve Revised Financial Policies as approved by the finance committee and as recommended by LACOE.
- Approve Retirement of the ECMSG Networking Equipment and ECHS Computers per our financial policies and the recommendation of the finance committee.
- Approve purchase of Technology Purchasing List for ECHS as recommended by Finance Committee About 96K.

Additionally the committee considered the following:

- Approve Allocation of Landers \$50K Individual Donation to ECMS Inglewood as approved by Finance Committee
- Approve Investment and Stock Acceptance Policy and to Open a Brokerage Account

V. Committee Reports

A. Facilities Committee

B. Development Committee

Anthony's Why.

Committee update.

Development Dashboard linked [here](#).

C. Governance Committee

17-18 Goals

Board member pipeline progress:

- Zena Fong
- LESD seat
- Other candidates

On-boarding of newest candidates

D. Diversity and Equity Committee

Convert Taskforce to Committee

Committee attends Ed Trust Conference in San Diego Friday Sept 13.

Jenni Taylor joins us.

E. Academic Excellence Committee

See Study Session

F. Finance Committee Update

See Study Session.

VI. Approve Consent Agenda Items A1-J10

A. Approve Consent Agenda Items

1. **Accept Minutes** from each of the committee (Minutes are attached in the committee reports section.)

- Development Committee Meeting Minutes on September 12, 2017
- Governance Committee Meeting Minutes on September 13, 2017
- Finance Committee Meeting Minutes on September 22, 2017 (committee minutes will be uploaded on Friday)

B. 2. Approve Committee Changes below:

Approve converting name of Equity and Diversity Taskforce to Equity Diversity Committee
Reapprove the 2017-18 ECS Board committees, members, terms and meeting dates

C. 3. Approve August Check Register for all schools

D. 4. Approve Retirement of the ECMSG Networking Equipment and ECHS Computers

E. 5. Approve ECHS to purchase two additional Vans

ECHS is seeking to purchase two additional vans at a cost of about \$40,000. The cost will be capitalized.

F. 6. Approve ECHS to purchase technology hardware

Estimated impact to HS budget approximately \$96k

G. 7. Approve Revised ECS Financial Policies

During petition renewal for ECMS Inglewood, LACOE requested a revision to Financial Policies. Proposed revisions were shared with LESD and LACOE with more than 14 days advance notice.

H. 8. Consent: Approve Allocation of Landers \$50K Individual Donation

Richard and Heidi Landers individual donation of \$50,000 to be applied to ECMS Inglewood's Greening Projects.

I. 9. Consent: Approve Zena Fong as board member

Term: Approve for one year term beginning September 25, 2017 til 6/30/17

- J. 10. Consent: Approve Alli Takido Independent Contract for renewal

VII. Action Items

- A. Approve Contract with Strategic Alliance.

Due to recent transitions in our HR Team, ECS is seeking the support of experts to complete a review of our practices and make recommendation for strategic improvements.

Strategic Alliance website is linked [here](#). Proposed Contract is attached [here](#). The company received several Charter recommendations.

1. Compliance Audit: Review policies and procedures and make appropriate recommendations.
2. Provide Credential Support

After the initial review, Strategic Alliance will work with the executive director to identify specific an HR Strategic Plan with a prioritized set of goals to move us forward.

Cost: \$2700 per month

Out Clause: 30 day Notice

Finance Committee Recommended Approval.

- B. Approve Project Management Consulting Services Agreement with Urban Design Center

Contract Purpose:

Alison and Alayna are recommending the approval of the consulting contract with [Urban Design Center](#) to oversee the landscape redesign of the Gardena's campus so to meet the guidelines of the Prop K contract with the City of Los Angeles. A summary of the Prop K Contract with the city is linked [here](#).

Finance Committee: Recommended Approval

Consulting Fee:

Phase I: \$14,500 (prior contract)

Phase II: \$6,355 (revised additional amount due to delays and additional support required)

Total Cost: not to exceed \$20,855

Fee: 3.08% of project cost

Prop K project cost: \$649,000

Term: June 2017-January 2018

Out Clause: Pay for Work Done with 30 day notice

Person Responsible: Alison Diaz/Alayna Santos

- C. Approve Revised 2017-18 Budgets for ECHS, ECMSG, and ECMSI

- D.** Approve additional health insurance coverage for employees with dependents - \$100 monthly
- ECS recommends approval of additional health insurance coverage for employees with dependents in 2017-18 with a commitment to do a year long study in order to determine future years' policy on health insurance benefits coverage.

Finance committee reviewed and agrees with the recommendation.

The expected additional cost of this increase was included in the budget revision before you today for approval. Assumed add'l cost per school:

ECHS: \$19k

ECMSG: \$13k

ECMSI: \$10k

- E.** Approve Investment and Stock Acceptance Policy and to Open a Brokerage Account

ECS would like to be able to accept stock donations. As such, a stock acceptance policy is recommended as well as approval to move forward with opening an account to accept donations. City National Bank has a low cost option - Ms. Bondi would also like to speak with at least one other institution to compare options.

VIII. Upcoming Dates

- A.** Next ECS Board Meeting

- November 27, 2017

- B.** Next ECS Committee Meetings

- Governance Committee Meeting on October 4, 2017
- Development Committee Meeting on October 13, 2017
- Facilities Committee Meeting on October 11, 2017
- Academic Excellence Committee on December 11, 2017
- Equity and Diversity Committee Meeting - **TBD**
- Finance Committee Meeting on November 17, 2017 - **TBD**

- C.** Student Led Tours

<http://ecsonline.org/tour/>

- Thursday, September 28th at 2PM
- Tuesday, October 10th at 10AM
- Thursday, October 26th at 2PM

- Tuesday, November 7th at 10AM

D. Upcoming Events

- Career Day ECHS on October 20, 2017
- Harvest Festival & Ribbon Cutting ECMSI on November 4, 2017

IX. Closing Items

A. Adjourn Meeting