



# Environmental Charter Schools

## Board of Directors' Meeting

By Teleconference/Zoom

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### Date and Time

Thu Sep 22, 2022 at 5:00 PM PDT

### Location

Zoom: <https://us02web.zoom.us/j/147466498?pwd=MnB5Vkc4aG41OEZ1dDdtcWoxQjV0dz09>

OR

Dial-In: (669) 900-6833, Meeting ID: 147 466 498, Passcode: 133043

Two-way Teleconference Location: 2625 Manhattan Beach Blvd, Suite 100, Redondo Beach, CA 90278

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ECS Board Members	Term and End Date
Mr. Anthony Jowid, President.....	3 years June 30, 2025
Dr. Denise Berger, Secretary.....	3 years June 30, 2023
Ms. Zena Fong.....	2 year June 30, 2023
Ms. Jenina Ramirez.....	3 years June 30, 2024
Dr. Madhu Chatwani.....	3 years June 30, 2023
Mr. Kennedy Hilario.....	3 years June 30, 2023
Lawndale Elementary School District Representative, Rotating Position	

### ECS Staff

Ms. Farnaz Golshani-Flechner, Chief Executive Officer/Executive Director

Ms. Danielle Kelsick, Chief Academic Officer

Ms. Alison Diaz, Director of Growth and Sustainability (Facilities)

Ms. Tracy Bondi, Director of Finance  
Mr. Jeremiah David, Director of Compliance and Operations  
Ms. Sarah Jamieson, Director of Human Resources  
Mr. Michael Martucci, Director of Student Services  
Ms. Jen Fenton, Director of Health and Safety  
Ms. Lucia Bañuelos, Principal at ECHS-Lawndale  
Dr. Geneva Matthews, Principal at ECMS-Inglewood  
Mr. Dave Trejo, Principal at ECMS-Gardena  
Dr. Cindy Guardado, Principal at ECHS-Gardena

**Mission:**

Reimagine public education in low-income communities of color to prepare conscious, critical thinkers who are equipped to graduate from college and create a more equitable and sustainable world.

**Values:**

JUSTICE - We examine bias, racism, and prejudice. We deliver culturally-responsive curricula. We succeed when students' race and class cease to predict their level of achievement.

COMMUNITY - We care. We collaborate. We respect the rights and voices of our stakeholders.

CURIOSITY - We question. We explore. We innovate.

SUSTAINABILITY - We think globally and act locally. We adapt. We encourage systems thinking to create a sustainable future.

LEADERSHIP - We listen. We think critically. We advocate. We shift public discourse. We are our own superheroes.

**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.

**PUBLIC SPEAKERS AT BOARD MEETINGS**

Notice is hereby given that consistent with the requirements of the Ralph M. Brown Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only. The public should be aware that the Board is unable by law to deliberate or take action on items raised during the Presentations from the Floor section.



	Purpose	Presenter	Time
<b>B.</b> Call the Meeting to Order		Anthony Jowid	1 m
<b>C.</b> Approve the agenda	Vote	Anthony Jowid	1 m

- [Version en español](#)

## **II. Presentations from the Floor 5:03 PM**

- A.** Presentations from the floor on non-agenda Items FYI

Should a member of the public wish to speak on matters not listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of three (3) minutes each to address the Board (non-English speakers utilizing translators will be given a maximum of six (6) minutes each).

- B.** Presentations from the floor on agenda items FYI

Should a member of the public wish to speak on matters listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of five (5) minutes each to address the Board (non-English speakers utilizing translators will be given a maximum of ten (10) minutes each).

## **III. Discussion Items / Updates 5:03 PM**

- A.** ECMS principals updates FYI ECMS Principals 15 m
- ECMS-Gardena
  - ECMS-Inglewood

- B.** Leadership update FYI Farnaz Golshani-Flechner 10 m
- Health and safety
  - Recruitment efforts

- C.** Action item: Elect Dr. Betsy Hamilton to ECS Board as recommended by Governance Committee Vote Anthony Jowid 3 m

	Purpose	Presenter	Time
<ul style="list-style-type: none"> <li>• Dr. Betsy Hamilton               <ul style="list-style-type: none"> <li>◦ <a href="#">Board member application</a></li> <li>◦ <a href="#">Resume</a></li> <li>◦ <a href="#">Biography</a></li> </ul> </li> </ul>			
<b>D.</b> College presentation and alumni tracking update	FYI	ECHS-Lawndale counselor(s)	15 m
<b>E.</b> 21/22 financial review and 22/23 revised budgets	FYI	Dorothy Lee	15 m
<ul style="list-style-type: none"> <li>• <a href="#">21/22 financial review and 22/23 update</a> <ul style="list-style-type: none"> <li>◦ <a href="#">ECHS-L 21/22 Unaudited Actuals vs Forecast</a></li> <li>◦ <a href="#">ECMS-G 21/22 Unaudited Actuals vs Forecast</a></li> <li>◦ <a href="#">ECMS-I 21/22 Unaudited Actuals vs Forecast</a></li> <li>◦ <a href="#">ECHS-G 21/22 Unaudited Actuals vs Forecast</a></li> </ul> </li> </ul>			
<ul style="list-style-type: none"> <li>• 22/23 revised budgets               <ul style="list-style-type: none"> <li>◦ <a href="#">ECHS-Lawndale</a></li> <li>◦ <a href="#">ECMS-Gardena</a></li> <li>◦ <a href="#">ECMS-Inglewood</a></li> <li>◦ <a href="#">ECHS-Gardena</a></li> </ul> </li> </ul>			
<b>IV. Study Session</b>			<b>6:01 PM</b>
<b>A.</b> ECS Priorities conversation	Discuss	Farnaz Golshani-Flechner	45 m
<ul style="list-style-type: none"> <li>• ECS Strategic Priorities Benchmark Chart</li> </ul>			
<b>V. Consent Items A-M</b>			<b>6:46 PM</b>
<b>A.</b> Approve Board Resolution 2022-2023 #2 - Authorizing Remote Board Meetings	Vote	Jeremiah David	3 m
<ul style="list-style-type: none"> <li>• <a href="#">Board Resolution 2022-2023 #2 - Authorizing Remote Board Meetings</a></li> </ul>			

	Purpose	Presenter	Time
<p><b>B.</b> Approve minutes for 8/4/2022 ECS board meeting</p> <ul style="list-style-type: none"> <li>• <a href="#">8/4/2022 ECS board meeting minutes</a></li> </ul>	Approve Minutes	Jeremiah David	
<p><b>C.</b> Approve previous committee meeting minutes</p> <ul style="list-style-type: none"> <li>• <a href="#">9/16/2022 Finance Committee meeting minutes</a></li> <li>• <a href="#">9/20/2022 Governance Committee meeting minutes</a></li> </ul>	Vote	Jeremiah David	
<p><b>D.</b> Approve private donations over \$1,000 as recommended by Finance Committee</p> <ul style="list-style-type: none"> <li>• <a href="#">List of private donations over \$1,000</a></li> </ul>	Vote	Farnaz Golshani-Flechner	
<p><b>E.</b> Approve check registers and credit card statements as recommended by Finance Committee</p> <p><b>ECS management certification:</b> ECS management attests to having reviewed and approved the individual line items on the attached check registers and credit card statements in accordance with current ECS Financial Policies.</p> <ul style="list-style-type: none"> <li>• Check registers: <a href="#">May 2022</a>, <a href="#">June 2022</a>, <a href="#">July 2022</a></li> <li>• Credit card statements: <a href="#">May 2022</a>, <a href="#">June 2022</a>, <a href="#">July 2022</a></li> </ul>	Vote	Tracy Bondi	
<p><b>F.</b> Approve Unaudited Actuals for ECHS-L, ECMS-I, ECMS-G, ECHS-G as recommended by Finance Committee</p> <ul style="list-style-type: none"> <li>• Unaudited actuals <ul style="list-style-type: none"> <li>◦ <a href="#">ECHS-Lawndale</a></li> <li>◦ <a href="#">ECMS-Gardena</a></li> <li>◦ <a href="#">ECMS-Inglewood</a></li> <li>◦ <a href="#">ECHS-Gardena</a></li> </ul> </li> </ul>	Vote	Tracy Bondi	

	Purpose	Presenter	Time
<b>G.</b> Approve revised 22/23 Teacher Salary Schedule as recommended by Finance Committee	Vote	Farnaz Golshani-Flechner	

- [Revised 22/23 Teacher Salary Schedule](#) (revisions highlighted in green)

<b>H.</b> Approve 22/23 Finance Committee Goals as recommended by Finance Committee	Vote	Tracy Bondi	
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- **Proposed 22/23 Finance Committee Goals**

- Engage board in a critical assessment of the budget as it relates to organizational priorities and goals
- Hold a yearly ECS financial training course
- Ensure school budgets and cash flows are transparent, supportable, and sustainable
- Support ECHS-Gardena's financial objectives in the facilities development and school startup process

<b>I.</b> Approve FY 2022-23 contracts	Vote	Jeremiah David	
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- ECHS-Lawndale - Tangram furniture [quote](#) and [design layout](#)
- Public announcement (PA) systems - equipment and installations
  - [ECMS-Lawndale](#)
  - [ECMS-Gardena](#)
  - [ECHS-Gardena](#)
- [WestEd Reading Apprenticeship Contract #2 2022-2023](#)
- [ECMS-G Pali Institute Outdoor Education Trip 2022-2023](#)

**As recommended by Finance Committee**

- [ECHS-G Woodcraft Rangers After-School Program 22/23 Contract Renewal](#) (approval in arrears)
  - Staff analysis: After-school contract renewal for ECHS-G. No substantive changes from previous year. Approval in arrears proposed due to time being of the essence between early August and late September board meetings.
- [Empowered Behavior Solutions SPED provider service contract](#) (approval in arrears)

	Purpose	Presenter	Time
	<ul style="list-style-type: none"> <li>◦ Staff analysis: additional SPED service provider support identified and contract vetted by Director of Student Services Michael Martucci. Approval in arrears proposed due to time being of the essence between early August and late September board meetings.</li> </ul>		
<b>J.</b>	Approve revised Academic Calendars 2022-2023	Vote	Danielle Kelsick
	<ul style="list-style-type: none"> <li>• Revised Academic Calendars <ul style="list-style-type: none"> <li>◦ <a href="#">ECMS-Inglewood</a> <ul style="list-style-type: none"> <li>▪ Early release for students on 9/16. Shift from full instructional day to minimum day schedule on 9/16 due to extreme heat and malfunctioning A/C in multiple buildings on campus. Result is a 138-minute decrease in total instructional minutes. ECMS-I still exceeds the CDE minimum required number of instructional minutes by 8,599 minutes.</li> </ul> </li> <li>◦ <a href="#">ECMS-Gardena</a> <ul style="list-style-type: none"> <li>▪ Correction to miscalculation of instructional minutes. Error discovered during instructional minutes reconciliation process. Miscalculation that was approved at last board meeting: 63,005 instructional minutes. Correct calculation of total instructional minutes: 62,180 (exceeding CDE minimum requirement for middle schools by 8,180 minutes).</li> </ul> </li> <li>◦ <a href="#">ECHS-Gardena</a> <ul style="list-style-type: none"> <li>▪ Adjustment to Parent Conference Dates from October 27-28 to October 20-21. No change in instructional minutes.</li> </ul> </li> <li>◦ <a href="#">Comparison Sheet</a></li> </ul> </li> </ul>		
<b>K.</b>	Approve Teachers on Special Assignment for 2022-23 School Year (Board Policy 32188)	Vote	Sarah Jamieson
	<ul style="list-style-type: none"> <li>• <a href="#">Revised Teachers on Special Assignment for 2022-23 School Year</a> (Board Policy 32188) <ul style="list-style-type: none"> <li>◦ Katmah Tabitha Matthews added (pgs 19-20)</li> </ul> </li> </ul>		
<b>L.</b>	Approve Parent-Student Handbooks	Vote	ECMS Principals
	<ul style="list-style-type: none"> <li>• Parent-Student Handbooks <ul style="list-style-type: none"> <li>◦ <a href="#">ECMS-Inglewood</a></li> <li>◦ <a href="#">ECMS-Gardena</a></li> </ul> </li> </ul>		



	Purpose	Presenter	Time
<b>M.</b> Approve purchase of relocatable classrooms to be located at ECHS-Lawndale and Lease agreement between Lawndale LLC and ECHS-Lawndale	Vote	Alison Diaz & Tracy Bondi	

- [Relocatable classrooms purchase sale agreement](#)
- [Lease agreement between Lawndale LLC and ECHS-Lawndale](#)

**Rationale:** A few years ago, Menlo Charter Properties created Lawndale LLC for the specific purpose of holding title to real and personal property, and managing, operating, leasing and otherwise dealing with this property. Following conversations with Lawndale Elementary School District, it was agreed that Lawndale LLC would own the relocatable classrooms (portables) located at 16315 Grevillea and lease the portables to ECHS Lawndale. The costs to purchase and manage and maintain the portables would be borne by Lawndale LLC and then Lawndale LLC would enter into a lease agreement with ECHS-Lawndale in order to recover said costs.

To help cover the costs of the lease, ECHS-Lawndale will submit said costs to the California School Finance Authority for reimbursement under the SB740 rent reimbursement program available to charter schools. Eligible rents will be reimbursed pursuant to the current codes and regulations.

ECS has since vetted the proposed relocatable classrooms purchase sale agreement and lease agreement. These agreements will be voted on separately by the Menlo Charter Properties Board of Directors and by this ECS board, requiring approval from both entities in order to move this proposed deal forward.

**VI. Action Item 6:49 PM**

<b>A.</b> Approve 22/23 revised budgets for ECHS-L, ECMS-G, ECMS-I, ECHS-G	Vote	Tracy Bondi & Farnaz Golshani-Flechner	3 m
<ul style="list-style-type: none"> <li>• Attached in Discussion Items / Updates Item III.D</li> </ul>			
<b>B.</b> Approve ECS Civility Policy	Vote	Farnaz Golshani-Flechner	3 m

Purpose Presenter Time

- [ECS Civility Policy](#)

**VII. Upcoming Dates/Announcements**

**6:55 PM**

**A.** Next ECS Board Meeting FYI Farnaz Golshani-Flechner 1 m

- December 8, 2022 at 5pm (planned to be a virtual board meeting)
  - Virtual board meetings will continue to be held only until the declared State of Emergency in California due to COVID-19 is lifted at a future date.

**B.** Next ECS Committee Meetings FYI Farnaz Golshani-Flechner 1 m

- Facilities Committee - September 28, 2022 at 4:30pm
- Governance Committee - October 11, 2022 at 10:30am
- Audit Committee - December 14, 2022 at 1pm
- Finance Committee - January 20, 2023 at 8:30am

**C.** Appreciations Discuss All Attendees 2 m

**VIII. Closing Items**

**6:59 PM**

**A.** Adjourn Meeting Vote Anthony Jowid 1 m