



# Environmental Charter Schools

## Board of Directors' Meeting

In-Person at ECS Home Office

### Date and Time

Thursday May 2, 2024 at 5:00 PM PDT

### Location

**In-person location:** ECS Home Office - 2625 Manhattan Beach Blvd #100, Redondo Beach, CA 90278

**Two-way teleconference locations:** 1100 Shasta Avenue, San Jose, CA 95126 / 1 World Way, Los Angeles, CA 90045

ECS Board Members	Term	and	End Date
Mr. Anthony Jowid, President.....	3 years		June 30, 2025
Dr. Betsy Hamilton, Vice President.....	3 years		June 30, 2025
Dr. Denise Berger, Secretary.....	3 years		June 30, 2026
Ms. Zena Fong.....	3 years		June 30, 2026
Ms. Jenina Ramirez.....	3 years		June 30, 2024
Dr. Madhu Chatwani.....	3 years		June 30, 2026
Mr. Kennedy Hilario.....	3 years		June 30, 2026
Mr. Herb Sims.....	3 years		June 30, 2025
Mr. Mason Williams.....	3 years		June 30, 2025
Mr. Andrew Ellenbogen.....	3 years		June 30, 2026
Lawndale Elementary School District Representative, Rotating Position			

### ECS Staff

Ms. Farnaz Golshani-Flechner, Superintendent

Ms. Danielle Kelsick, Deputy Superintendent of Instruction

Ms. Tracy Bondi, Director of Finance  
Mr. Jeremiah David, Director of Compliance & Operations  
Ms. Sarah Jamieson, Director of Human Resources  
Ms. Jen Fenton, Director of Strategic Initiatives  
Dr. Shalene Wright, Director of SpEd and English Language Development  
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		Dr. Betsy Hamilton	1 m
<b>C.</b> Approve the agenda	Vote	Dr. Betsy Hamilton	1 m
		• <a href="#">Versión en español</a>	
<b>D.</b> Opener	Discuss	Farnaz Golshani-Flechner	15 m
<b>II. Presentations from the Floor</b>			<b>5:18 PM</b>
<b>A.</b> Presentations from the floor on non-agenda Items	FYI		6 m
		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>B.</b> Presentations from the floor on agenda items	FYI		10 m
		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).	
<b>III. Discussion Items / Updates</b>			<b>5:34 PM</b>
<b>A.</b> EdTec financial update	FYI	Dorothy Lee & Jair Ventura	20 m
		• <a href="#">EdTec financial update</a>	
		◦ <a href="#">ECHS-L Income and Cash Flow Statements</a>	
		◦ <a href="#">ECMS-G Income and Cash Flow Statements</a>	
		◦ <a href="#">ECMS-I Income and Cash Flow Statements</a>	
		◦ <a href="#">ECHS-G Income and Cash Flow Statements</a>	
<b>B.</b> ECMS-G school update	FYI	Dave Trejo / ECMS-G staff	20 m
<b>IV. Consent Items A-K</b>			<b>6:14 PM</b>

	Purpose	Presenter	Time
<b>A.</b> Approve 1/25/2024 board meeting minutes  <ul style="list-style-type: none"> <li>• <a href="#">1/25/2024 board meeting minutes</a></li> </ul>	Approve Minutes	Jeremiah David	3 m
<b>B.</b> Approve 3/6/2024 Audit Committee meeting minutes  <ul style="list-style-type: none"> <li>• <a href="#">3/6/2024 Audit Committee meeting minutes</a></li> </ul>	Approve Minutes	Jeremiah David	
<b>C.</b> Approve 4/26/2024 Finance Committee meeting minutes  <ul style="list-style-type: none"> <li>• <a href="#">4/26/2024 Finance Committee meeting minutes</a></li> </ul>	Approve Minutes	Jeremiah David	
<b>D.</b> Approve private donations over \$1,000 as recommended by Finance Committee  <ul style="list-style-type: none"> <li>• <a href="#">List of private donations over \$1,000</a></li> </ul>	Vote	Jen Fenton	
<b>E.</b> Approve check registers and credit card statements as recommended by Finance Committee  <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="#">January 2024</a>, <a href="#">February 2024</a>, <a href="#">March 2024</a></li> <li>• Beneficial State Bank credit card statements: <a href="#">January 2024</a>, <a href="#">February 2024</a>, <a href="#">March 2024</a></li> <li>• Ramp credit card statements: <a href="#">January-April 2024</a></li> </ul>	Vote	Tracy Bondi / Sarahai Garibay	
<b>F.</b> Accept ECS Tax Return Forms 990 and 199 as recommended by Finance Committee	Vote	Tracy Bondi	

Prepared by accounting firm CliftonLarsenAllen, reviewed by ECS management

- FY23 ECS Tax Return Forms 990 and 199 (drafts)
  - [ECS 990/199](#)
  - [MCP 990/199](#)
  - [Lawndale LLC 199](#)
  - [Menlo 165th Place LLC 199](#)
  - [Yukon LLC 199](#)
  - [MBB & Gardena LLC 199](#)

**G.** Approve contracts Vote Jeremiah David

1. [ECMS-I multifunction outdoor gym equipment \(playground equipment replacement\) - Davebang Associates contract](#)

Staff analysis: Multifunction outdoor gym equipment to replace existing playground spinner equipment for increased safety and utility. Capital expenditures cost within ECMS-I's facilities budget.

2. [Revolution Foods vended student meals contract 24/25](#)

Staff analysis: Based on the scoring criteria, the Revolution Foods proposal on rated the highest across all proposals. The criteria used were:

- Cost Effectiveness of Proposal
- Result from food tasting event (food must be served from actual prior month's menu)
- Quality of 3 reference checks (feedback on ongoing food quality/service)
- Environmentally conscious packaging and delivery
- Equipment and operational compatibility with ECS individual school site(s)

3. NatureBridge 12th Grade Outdoor Education Trip Contract - Spring 2025

- [ECHS-Gardena](#)

Staff analysis: contract costs are within each school outdoor education budget.

***As recommended by Finance Committee:***

4. [FY24 E-Rate Program-awarded GigaKOM computer network upgrade contract](#)

Staff analysis: contract for networking equipment and installation upgrades as awarded through E-Rate program. Upgrades are for all 4 school sites to improve to state of the art network specifications. Contract costs reflected are before E-Rate discount of 85% from the vendor's costs. Contract is contingent on ECS board approval.

5. [Climate Action Pathways for Schools \(CAPS\) contract](#)

Staff analysis: contract cost is 100% funded and contingent on award of Golden State Pathway grant. CAPS will collaborate with Environmental Charter High School – Gardena (ECHS-G) and Environmental Charter High School - Lawndale (ECHS-L) to develop a green career pathway program for 9–12 grades in accordance with the Golden State Pathways Implementation grants for each campus, if awarded.

***As recommended by Audit Committee:***

6. [Christy White 3-year auditor contract](#) (approval in arrears)

Staff analysis: Based on the scoring criteria, the Christy White proposal on rated the highest across all proposals. The criteria used were:

- Proposal Completeness = how thorough the proposal's information is toward meeting audit and tax services needs
- Vendor Information / References = information within or outside the proposal on the auditor's company background, operational and financial health, etc.
- Prior Relevant Experience = information within or outside the proposal that indicates the auditor's experience working with K-12 public school/charter school clients.
- Costs = annual costs as stated in the proposal
- Demonstrated Quality of Work = information within or outside the proposal on the auditor's actual or demonstrable work product

The Audit Committee reviewed the proposal scoring and ultimately decided for the ECS staff recommendation to move forward with the Christy White proposal.

H. Approve revised Board & Committee Calendar      Vote      Jeremiah David

Purpose

Presenter

Time

- [Revised Board & Committee Calendar](#)
  - Canceled: Facilities Committee meeting on 4/24/2024
  - Changed: Finance Committee meeting from 3/8/2024 to 4/26/2026, board meeting from 3/14/2024 to 5/2/2024

I. Accept 2022-23 Annual Reports to LACOE for ECMS-G, ECMS-I, ECHS-G Vote Jeremiah David, Jen Fenton & Robert Maxwell

- [ECMS-Gardena](#)
- [ECMS-Inglewood](#)
- [ECHS-Gardena](#)

J. Approve updated Safe Schools Plans for ECHS-L, ECMS-G, ECMS-I, ECHS-G Vote Jeremiah David

- [ECHS-Lawndale](#)
- [ECMS-Gardena](#)
- [ECMS-Inglewood](#)
- [ECHS-Gardena](#)

K. Approve revised ECHS-G Academic Calendar 2023-2024 Vote Danielle Kelsick

- [Revised ECHS-G Academic Calendar 2023-2024](#)
  - [Year by Year Comparison](#)
  - The team found a calculation error in instructional minutes on 12/15/23, which undercounted actual instructional minutes by 15.
  - The team created a special testing schedule for students in Grade 11 to test in the morning and be dismissed at 2:00 pm instead of 3:35 pm (4/30/24-5/3/24)
  - The result is a change in the total number of instructional minutes previously approved by the board:
    - From 65,610 minutes to 65,625 minutes for Grades 9-10
    - From 65,610 minutes to 65,245 minutes for Grade 11
  - The school's total number of instructional minutes still exceeds the CDE's minimum requirement
    - By 825 minutes for Grades 9-10
    - By 445 minutes for Grade 11



Purpose

Presenter

Time

- The adjusted total instructional minutes are comparable to last year's (see Year by Year comparison linked above).

**V. Action Items**

**6:17 PM**

- A.** Approve Second Interim Financials for ECHS-L, ECMS-G, ECMS-I, ECHS-G as recommended by Finance Committee      Vote      Tracy Bondi & Dorothy Lee      3 m

- [ECHS-Lawndale](#)
- [ECMS-Gardena](#)
- [ECMS-Inglewood](#)
- [ECHS-Gardena](#)

**VI. Upcoming Dates/Announcements**

**6:20 PM**

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

- June 20, 2024 at 5pm (in-person board meeting)

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

- Governance Committee - June 4, 2024 at 10:30am
- Finance Committee - June 14, 2024 at 8:30am

- C.** Appreciations      Discuss      All Attendees      1 m

**VII. Transition to Closed Session**

**6:23 PM**

- A.** Adjourn to Closed Session      Vote      Dr. Betsy Hamilton      1 m

**VIII. Closed Session**

**6:24 PM**

- A.** PUBLIC EMPLOYEE PERFORMANCE EVALUATION      Discuss      Dr. Betsy Hamilton      30 m

Title: Superintendent

	Purpose	Presenter	Time
<b>B.</b> CONFERENCE WITH LEGAL COUNSEL— ANTICIPATED LITIGATION	Discuss		15 m
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: 1			
<b>IX. Report Out of Closed Session</b>			<b>7:09 PM</b>
<b>A.</b> Report Out	FYI	Dr. Betsy Hamilton	1 m
<b>B.</b> Oral Recommendation Regarding CEO's/ED's Salary and/or Fringe Benefits	FYI	Dr. Betsy Hamilton	1 m
• <a href="#">EdTec comparison compensation analysis</a> (ECS is School B)			
<b>C.</b> Ratification of Superintendent's Employment Agreement	Vote	Dr. Betsy Hamilton	1 m
<b>X. Closing Items</b>			<b>7:12 PM</b>
<b>A.</b> Adjourn Meeting	Vote	Dr. Betsy Hamilton	1 m