

APPROVED



# Environmental Charter Schools

## Minutes

### ECS Board Meeting

---

#### Date and Time

Monday September 25, 2017 at 5:00 PM

#### 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

---

<b>ECS Board Members</b>	<b>Term and End Date</b>
Mr. Ken Deemer, President.....	3 years June 30, 2019
Mr. Anthony Jowid, Vice President.....	2 years June 30, 2019
Ms. Denise Berger, Secretary.....	3 years June 30, 2020
Ms. Jenni Owen.....	3 years June 30, 2019
Ms. Farnaz Golshani-Flechner.....	3 years June 30, 2018
Ms. Cathy Creasia.....	3 years June 30, 2020
Ms. Zena Fong.....	1 year June 30, 2018
Lawndale Elementary School District 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.

---

### **Directors Present**

Anthony Jowid, Cathy Creasia (remote), Dr. Denise Berger, Jenni Owen, Ken Deemer, LESD Representative, Zena Fong

### **Directors Absent**

Farnaz Golshani-Flechner

---

### **Guests Present**

Alison Diaz, Corri Ravare, Dani Hughes, Dorothy Lee, Dr. Beth Bernstein-Yamashiro, Ernie Levrony, Jeremiah David, Julie Vo, Justin Thongsavanh, KC Fabiero, Kami Cotler, Marcela Pak, Sammy Lyon, Tashanda Giles Jones, Tracy Bondi

---

## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

Ken Deemer called a meeting of the board of directors of Environmental Charter Schools to order on Monday Sep 25, 2017 at 5:12 PM.

### **C. Approve the Agenda**

Ken Deemer made a motion to approve agenda with modification of the order of the agenda to move VI.I to I.D.

Anthony Jowid seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **Roll Call**

Jenni Owen	Aye
Farnaz Golshani-Flechner	Absent
Cathy Creasia	Aye
Dr. Denise Berger	Aye
Anthony Jowid	Aye
Ken Deemer	Aye

### **D. Approve Zena Fong as board member**

Ken Deemer made a motion to approve Zena Fong as board member.

Dr. Denise Berger seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **Roll Call**

Jenni Owen	Aye
Cathy Creasia	Aye
Ken Deemer	Aye
Anthony Jowid	Aye
Farnaz Golshani-Flechner	Absent
Dr. Denise Berger	Aye

### **E. Approve Previous Meeting Minutes - TABLED**

Tabled

## **II. Presentations from the Floor**

### **A.**

### **Presentation from the Floor on Non Agenda Items**

None

### **B. Presentation from the Floor on Agenda Items**

None

## **III. Reports/Presentations**

### **A. Executive Director Update**

- Making progress on strategic plan: master of own best practices, operational excellence, right facilities
- Around strategic plan, an annual theme has been set up each year. Prior themes were "slow down", then "dig in", then "take root", now "cross-pollinate"
- Held celebration dinner for board members retiring from the board. Thank you to all of the board members that have served over the past 17 years

### **B. Green Ambassadors Update**

- Green Ambassadors Update presentation given to meeting attendees by Sammy Lyon and Tashanda Giles-Jones. Presentation linked in item description.

## **IV. Study Session**

### **A. Academic Excellence Committee Update**

- Academic Update presentation given by Kami Cotler. Presentation linked in item description.

### **B. Financial Update**

- Dorothy Lee (EdTech) and Tracy Bondi (ECS) presented Financial Update. Slides attached in board packet.

## **V. Committee Reports**

### **A. Facilities Committee**

**ECHS**

- Portable project moving forward nicely. Fire hydrant is next step to improve. Alison is providing regular updates to LESD on progress.

**ECMS-I**

- Greening landscape project has begun

### **ECMS-G**

- Solar panels are up now
- Prop K approved by City of Los Angeles

### **B. Development Committee**

- Board member Anthony Jowid gave his "Why" story to the meeting attendees
- Career Day speakers, originally aiming for 45 speakers. Now at 60+ speakers. Friday, Oct. 20
- Ribbon Cutting and Harvest Festival at ECMS-I will be on Nov. 4
- New potential development opportunity with Skechers after meeting on Monday, Sept. 25

### **C. Governance Committee**

#### **2017 - 2018 Goals:**

- Create a Board Dashboard within Board on Track
- Successfully onboard newest ECS Board members
- Continue to develop our pipeline of future Board members
- Adopt a mission revision and draft 2018-2021 Strategic Plan
- Collaborate with HR consultant to review evaluation procedures for all staff, teachers and admin, Board and ED

#### **Progress:**

- Working on continuing pipeline of prospective board members.
- Will work with new rotating LESD board members to make sure they stay up-to-date.

### **D. Diversity and Equity Committee**

- Committee attended EdTrust workshop. Many school site staff attended as well. Goal it to identify most urgent equity issues at each campus.

### **E. Academic Excellence Committee**

- See study session.

### **F. Finance Committee Update**

- See study session.

## VI. Approve Consent Agenda Items A-J

### A. 1. Consent Agenda: Approve Minutes

Dr. Denise Berger made a motion to approve items A - J consent.

Anthony Jowid seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### Roll Call

Farnaz Golshani-Flechner Absent

Zena Fong Aye

Ken Deemer Aye

Anthony Jowid Aye

Dr. Denise Berger Aye

Cathy Creasia Aye

Jenni Owen Aye

#### Minutes:

- Board Meeting Minutes on August 21, 2017
- Development Committee Meeting Minutes on September 12, 2017
- Governance Committee Meeting Minutes on September 13, 2017
- Finance Committee Meeting Minutes on September 22, 2017

### B. 2. Consent Agenda: Approve Board Meeting Minutes

Dr. Denise Berger made a motion to approve items A - J consent ECS Board Meeting on 08-21-17.

Anthony Jowid seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### Roll Call

Ken Deemer Aye

Cathy Creasia Aye

Zena Fong Aye

Farnaz Golshani-Flechner Absent

Jenni Owen Aye

Dr. Denise Berger Aye

Anthony Jowid Aye

- August 21, 2017

### C. 3. Consent Agenda: Approve Committee Changes

Dr. Denise Berger made a motion to approve items A - J consent.

Anthony Jowid seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

Farnaz Golshani-Flechner Absent  
Dr. Denise Berger Aye  
Jenni Owen Aye  
Ken Deemer Aye  
Zena Fong Aye  
Anthony Jowid Aye  
Cathy Creasia Aye

**Committee Changes:**

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

**D. 4. Consent Agenda: Approve August Check Register for all schools**

Dr. Denise Berger made a motion to approve items A - J consent.

Anthony Jowid seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

Ken Deemer Aye  
Dr. Denise Berger Aye  
Jenni Owen Aye  
Cathy Creasia Aye  
Farnaz Golshani-Flechner Absent  
Anthony Jowid Aye  
Zena Fong Aye

**E. 5. Consent Agenda: Approve Retirement of the ECMSG Networking Equipment and ECHS Computers**

Dr. Denise Berger made a motion to approve items A - J consent.

Anthony Jowid seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

Ken Deemer Aye  
Zena Fong Aye  
Farnaz Golshani-Flechner Absent  
Dr. Denise Berger Aye  
Jenni Owen Aye  
Cathy Creasia Aye  
Anthony Jowid Aye

**F. 6. Consent Agenda: Approve ECHS to purchase two additional Vans**

Dr. Denise Berger made a motion to approve items A - J consent.  
Anthony Jowid seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

Farnaz Golshani-Flechner	Absent
Anthony Jowid	Aye
Cathy Creasia	Aye
Zena Fong	Aye
Dr. Denise Berger	Aye
Jenni Owen	Aye
Ken Deemer	Aye

**G. 7. Consent Agenda: Approve ECHS to purchase technology hardware**

Dr. Denise Berger made a motion to approve items A - J consent.  
Anthony Jowid seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

Zena Fong	Aye
Ken Deemer	Aye
Anthony Jowid	Aye
Dr. Denise Berger	Aye
Farnaz Golshani-Flechner	Absent
Jenni Owen	Aye
Cathy Creasia	Aye

**H. 8. Consent Agenda: Approve Revised ECS Financial Policies**

Dr. Denise Berger made a motion to approve items A - J consent.  
Anthony Jowid seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

Dr. Denise Berger	Aye
Zena Fong	Aye
Ken Deemer	Aye
Farnaz Golshani-Flechner	Absent
Cathy Creasia	Aye
Jenni Owen	Aye
Anthony Jowid	Aye

**I. 9. Consent: Approve Allocation of Landers \$50K Individual Donation**

Dr. Denise Berger made a motion to approve items A - J consent.  
Anthony Jowid seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**Roll Call**

Farnaz Golshani-Flechner	Absent
Ken Deemer	Aye
Anthony Jowid	Aye
Jenni Owen	Aye
Zena Fong	Aye
Cathy Creasia	Aye
Dr. Denise Berger	Aye

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

Dr. Denise Berger made a motion to approve items A - J consent.

Anthony Jowid seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

Farnaz Golshani-Flechner	Absent
Anthony Jowid	Aye
Dr. Denise Berger	Aye
Zena Fong	Aye
Jenni Owen	Aye
Ken Deemer	Aye
Cathy Creasia	Aye

**VII. Action Items**

**A. Approve Contract with Strategic Alliance**

Dr. Denise Berger made a motion to approve item A with changes that Bruce Greenspon has put forth.

Anthony Jowid seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

Anthony Jowid	Aye
Farnaz Golshani-Flechner	Absent
Dr. Denise Berger	Aye
Cathy Creasia	Aye
Zena Fong	Aye
Ken Deemer	Aye
Jenni Owen	Aye

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

Dr. Denise Berger made a motion to approve item B.

Anthony Jowid seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

Farnaz Golshani-Flechner	Absent
Zena Fong	Aye
Anthony Jowid	Aye
Ken Deemer	Aye
Cathy Creasia	Aye
Dr. Denise Berger	Aye
Jenni Owen	Aye

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

Dr. Denise Berger made a motion to approve item C with the inclusion of the ECHS tech purchasing list.

Anthony Jowid seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

Cathy Creasia	Aye
Ken Deemer	Aye
Dr. Denise Berger	Aye
Farnaz Golshani-Flechner	Absent
Zena Fong	Aye
Anthony Jowid	Aye
Jenni Owen	Aye

**D. Approve additional health insurance coverage for employees with dependents - \$100 monthly**

Jenni Owen made a motion to approve item D.

Anthony Jowid seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

Dr. Denise Berger	Aye
Ken Deemer	Aye
Anthony Jowid	Aye
Farnaz Golshani-Flechner	Absent
Cathy Creasia	Aye
Jenni Owen	Aye
Zena Fong	Aye

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

Ken Deemer made a motion to approve item E.

Anthony Jowid seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

Jenni Owen	Aye
Anthony Jowid	Aye
Zena Fong	Aye
Dr. Denise Berger	Aye
Cathy Creasia	Aye
Farnaz Golshani-Flechner	Absent
Ken Deemer	Aye

**VIII. Upcoming Dates**

**A. Next ECS Board Meeting**

- Monday, November 27, 2017 from 5pm to 8pm

**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

**C. Student Led Tours**

- 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**

Anthony Jowid made a motion to adjourn the meeting.

Dr. Denise Berger seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

Cathy Creasia	Aye
Zena Fong	Aye

**Roll Call**

Dr. Denise Berger            Aye

Jenni Owen            Aye

Farnaz Golshani-Flechner    Absent

Ken Deemer            Aye

Anthony Jowid            Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:28 PM.

Respectfully Submitted,

Ken Deemer