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

| 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. 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.

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**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**

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

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## 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**

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

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

### 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**

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

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

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

| | |
|---|---|
| Dr. Denise Berger | Aye |
| Jenni Owen | Aye |
| Ken Deemer | Aye |
| Farnaz Golshani-Flechner | Absent |
| Zena Fong | 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**

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

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

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

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

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

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

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

### 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**

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

### D. Approve addidtional 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**

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

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

| | |
|---|---|
| Farnaz Golshani-Flechner | Absent |
| Jenni Owen | Aye |

**Roll Call**

| | |
|---|---|
| Cathy Creasia | Aye |
| Dr. Denise Berger | Aye |
| Anthony Jowid | Aye |
| Ken Deemer | Aye |
| Zena Fong | 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