

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

| <u>ECS Board Members</u> | <u>Term and End Date</u> |
|---|--------------------------|
| 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 Levroney, 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 |
| Ken Deemer | Aye |
| Anthony Jowid | Aye |
| Cathy Creasia | Aye |
| Farnaz Golshani-Flechner | Absent |
| Dr. Denise Berger | 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

| | |
|--------------------------|--------|
| Cathy Creasia | Aye |
| Anthony Jowid | Aye |
| Jenni Owen | Aye |
| Farnaz Golshani-Flechner | Absent |
| Ken Deemer | Aye |
| 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

| | |
|--------------------------|--------|
| Jenni Owen | Aye |
| Ken Deemer | Aye |
| Farnaz Golshani-Flechner | Absent |
| Anthony Jowid | Aye |
| Cathy Creasia | Aye |
| 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

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

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

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

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

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

| | |
|--------------------------|--------|
| Ken Deemer | Aye |
| Zena Fong | Aye |
| Jenni Owen | Aye |
| Dr. Denise Berger | 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

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

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

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

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

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

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

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

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

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

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

| | |
|---------------|-----|
| Jenni Owen | Aye |
| Anthony Jowid | Aye |

Roll Call

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