APPROVED

Environmental Charter Schools

Minutes

Board of Directors' Meeting

Date and Time
Monday November 26, 2018 at 5:00 PM

Location
Zoom info: https://zoom.us/j/147466498 Or Telephone: (669) 900-6833 (Meeting ID: 147 466 498) // Call-In Locations: 2401 Pine Ave., Manhattan Beach, CA 90266

ECS Board Members	Term and End Date
Mr. Anthony Jowid, President	2 years June 30, 2019
Mr. Ken Deemer, Vice President	3 years June 30, 2019
Ms. Denise Berger, Secretary	3 years June 30, 2020
Ms. Cathy Creasia	3 years June 30, 2020
Ms. Zena Fong	2 year June 30, 2020
Mr. Ernie Levroney	2 year June 30, 2019
Ms. Jenina Ramirez	3 years June 30, 2021
Lawndale Elementary School District Representative	Rotating Position

ECS Staff

Ms. Alison Diaz, Executive Director & Founder
Ms. Farnaz Golshani-Flechner, Chief Operating Officer
Ms. Kami Cotler, Director of Strategic Initiatives
Ms. Danielle Kelsick, Director of Curriculum and Instruction
Ms. Beth Bernstein-Yamashiro, Principal at ECMS - Inglewood
Ms. KC Villoria, Principal at ECHS
Dr. Qiana O'Leary, Principal at ECMS - Gardena
Mr. Dave Trejo, Principal-in-Residence

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. (footnote Noguera).

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.

Environmental Charter Schools recognizes that it benefits greatly from public input and perspective. Individuals are invited to address the Board on any topic or subject matter that falls within the Environmental Charter School's purview. Speakers may sign up in person immediately prior to the beginning of the Board meeting by turning in a Speaker Form (available at the check-in table in English and Spanish).

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). Please note that the Board allows a maximum of 10 minutes to each subject as determined by the Board's presiding officer.

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).

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.

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 (310) 214-3408, option 5.

FOR MORE INFORMATION
For more information concerning this agenda or for materials relating to this meeting, please contact ECS at (310) 214-3408, option 5.

Directors Present
Anthony Jowid, Dr. Denise Berger, Ernie Levroney, Jenina Ramirez, Ken Deemer (remote), LESD Representative, Zena Fong

Directors Absent
Cathy Creasia

Guests Present
Danielle Kelsick, Dave Trejo, Dorothy Lee, Dr. Beth Bernstein-Yamashiro, Jeremiah Rosario David, Julie Vo, KC Fabiero, Kami Cotler, Qiana O'Leary

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I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Anthony Jowid called a meeting of the board of directors of Environmental Charter Schools to order on Monday Nov 26, 2018 at 5:03 PM.

C. Approve the Agenda

Ernie Levroney made a motion to approve agenda.
Dr. Denise Berger seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
Dr. Denise Berger	Aye
Anthony Jowid	Aye
Cathy Creasia	Absent
LESD Representative	Aye
Zena Fong	Aye
Jenina Ramirez	Aye
Ernie Levroney	Aye

II. Presentations from the Floor

A. Presentations from the Floor on Non Agenda Items

None.

B. Presentations from the Floor on Agenda Items

None.

III. Reports/Presentations

A. Principals Updates

ECHS: Principal KC Fabiero presented the Principal Update for ECHS. Gentlemen's League club initiated by counselor Alex Lopez. A study of quantitative and qualitative data has commenced to provide insights on how to better serve African American students.

ECMS-G: Principal Dr. O'Leary presented the Principal Update for ECMS-G. Ace Team (administrative team) meets weekly. Each has a specific goal to accomplish within Ace Team. As a member of the Ace Team, Lead Counselor Cesar Delgado is tasked with monitoring 8th-grade academic performance. The 8th grade High School fair took place on November 13, 2018. Lowe's + TNC gardening event took place on November 16, 2018 as well as the Staff Campus Gardening Activity event.

ECMS-I: Principal-In-Residence Dave Trejo presented the Principal Update for ECMS-I. He shared an overview of what an English Language Learner (ELL) is and the various categorizations of ELLs with the English Language Development (ELD) subject area. Metrics to measure ELD are CAASPP performance, NWEA MAP performance and the Reclassification Rate. The 2018 ECMS-I cohort performance was reviewed. A partnership with Southwest College has been started where ESL classes for parents are offered. Academic achievements of African American students were shared.

B. CEO/COO Update

Chief Executive Officer Alison Diaz presented on the CEO/COO update slides. Leadership focus has been on priorities 1 and 2: Student-Centered Coaching, the ECMS-

Gardena Charter Renewal Petition, and the ECHS charter renewal petition. Also, completed an application to the El Dorado SELPA, made progress on operational initiatives, and have continued the search for a site location for ECHS #2.

Chief Operating Officer Farnaz Flechner continued to share the CEO/COO update slides. A mechanism for tracking fundraising goals has been implemented with the support and advice of the Finance Committee. The board benchmark chart was reviewed, noting that these metrics will persist year-to-year so that they can be compared. Special Projects and Operations Manager Jeremiah David has been put in charge of tracking a compliance calendar. An application to a new Special Education Local Plan Area (SELPA) has been submitted and efforts are currently underway to strengthen HR.

The board was then asked to reflect on how they perceived the LACOE Capacity Interview for ECMS-Gardena that took place on November 16, 2018.

Board President Anthony Jowid commended ECS staff for their hard work and their excellent performance.

Board Member Ernie Levroney echoed compliments to the ECS staff and their stellar conduct at the interview.

Board Vice President Ken Deemer was also very complimentary of the ECS staff and how well they went through the capacity interview process amid responding to a lot of information from the charter petition binder. From a board perspective, it is imperative that the board continues to track and promote progress on the priorities in the board benchmark chart.

Alison Diaz reflected that LACOE's process required ECS to really drill down and demonstrate their in-depth knowledge of their charter school.

As a lesson learned moving forward, Anthony Jowid suggested more training for the ECS board to become more familiar about Menlo Charter Properties and how it relates to the board. Ernie Levroney suggested that information that pertains to the charter renewal process be regularly reviewed at board meetings so that this language can easily be shared at the time of a capacity interview.

Alison Diaz wondered if ECS board members could serve on other charter organization's boards and vice versa in order to gain a wider perspective on how charters operate.

Director of Strategic Initiatives Kami Cotler reflected that the entire board collectively has a wide range of expertise but only a few board members are able to attend. Also, the ECS staff should hold trainings on board responsibilities, particularly for responsibilities that arise rarely, such as expulsion hearings.

C.

Board Benchmark Chart Discussion

Covered in previous CEO/COO Update item.

D. Equity & Diversity Update

Director of Strategic Initiatives Danielle Kelsick presented the Equity and Diversity Committee Update.

A training meeting was held in September for the Equity and Diversity Committee (EDC) to train new EDC members toward laying the groundwork for the rest of the year.

The first EDC meeting will be held the day after this board meeting on Tuesday, November 26, after which the EDC will break up into site-based teams to meet.

The EDC charter was shown as well as a timeline of the history of the EDC. In 2017-2018, the Equity and Diversity Taskforce was changed to the Equity and Diversity Committee to denote the on-going focus of this work given the difficulty of the challenge. In 2018-2019, the focus of the EDC was maintained: African American student outcomes.

The potential 18-19 goals of the EDC were shared:

1. Develop common “equity” vocabulary
2. Continue to apply design cycle to equity issues
    1. Data-driven
    2. Research-based
3. Maintain shared focus across ECS site EDC teams

Slides were shown the proficiency distribution of ELA and Math of all students versus African American students. The data showed that academic gains by African American students were not as consistent as academic gains across all students.

Finally, a roster of 18-19 EDC members was shown.

Board member Zena Fong asked if some of the data comparisons are skewed by the different sizes of student subgroups, particularly with regard to the African American student population. Danielle Kelsick responded that differences in sample sizes can affect the data but there is still power in making an impact for the smaller size subgroups.

E. Financial Update

EdTec Consultant Dorothy Lee shared the financial update slides.

Low performing student block grant slide was shown. This is only for students that aren't SWD, FRL, ELL, or foster, and these students must meet the test score qualification

score. ECS submit block grant application to board for approval in January board meeting.

Title IV slide was shown. Small amount of money to be allocated, $10k for each ECS school.

Operating income comparison slide was viewed.

ECS fundraising tracking slide was shown. 63k received of 458k goal for 18-19.

ECHS actuals vs forecast slide was shown. Tracking ahead of budget and forecast.

ECHS operating income changes slide was shown: increase of $62k in operating income.

ECHS CapEx slide was shown.

ECMS-G actuals vs forecast slide was shown. Forecast has dropped because of student disenrollments. Will budget for enrollment more conservatively next year.

ECMS-G operating income changes slide was shown: increase of $25k in operating income.

ECMS-I actuals vs forecast slide was shown. ADA is tracking closely to budget and forecast.

ECMS-I operating income changes slide was shown: increase in $55k in operating income.

ECMS-I CapEx slide was shown. Although expenses exceed revenues with CapEx, this should be made up with expected boosts in fundraising revenues.

2018-2019 operating income comparison slide was shown: all ECS schools are operating with positive net income.

ECHS, ECMS-G, ECMS-I changes in operating income slides were shown.

Balance sheet slide was shown. SB 740 revenues have been delayed, which is causing a slight dip in cash balances. This is also the case with property tax revenues being delayed.

F. Development Update

Development Manager Julie Vo shared the fundraising update slides.

The general fund fundraising goal for the 18-19 budget was reviewed: $489,760. The new initiatives fundraising goal for the 18-19 fiscal year was $450,000. The general fund fundraising goal for the 19-20 budget was reviewed: $300,000. The new initiatives fundraising goal for the 19-20 fiscal year was $150,000.

The combined 18-19 and 19-20 goal is $1,390,000.

The remaining amount left to raise in order to meet the total goal for 18-19 and 19-20 is $560,582.

The ECS Giving Tuesday campaign for November 27 was announced, which calls for donations to help ECS improve student outcomes.

Farnaz Flechner shared about the importance of the ask to support the cause of charter schools in public education.

Anthony Jowid added that if you believe in what you do, you don't have to be anything other than what you are. You do not have to make a sales job to get donations from your contacts. Additionally, it would be good to know more about the need for in-kind assistance from trade workers.

IV. Approve Consent Items A-L

A. Approve Previous Meeting Minutes for September 24, 2018 Board Meeting

Zena Fong made a motion to approve minutes from the ECS Board of Directors' Meeting on 09-24-18 ECS Board of Directors' Meeting on 09-24-18.
Ernie Levroney seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Zena Fong	Aye
LESD Representative	Aye
Jenina Ramirez	Aye
Anthony Jowid	Aye
Ken Deemer	Aye
Ernie Levroney	Aye
Dr. Denise Berger	Aye
Cathy Creasia	Absent

B. Approve Previous Meeting Minutes for October 12, 2018 Special Board Meeting

Zena Fong made a motion to approve minutes from the ECS Special Board of Directors' Meeting on 10-12-18 ECS Special Board of Directors' Meeting on 10-12-18.
Ernie Levroney seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Ernie Levroney	Aye
Zena Fong	Aye
Dr. Denise Berger	Aye
Ken Deemer	Aye
Cathy Creasia	Absent
Anthony Jowid	Aye
LESD Representative	Aye
Jenina Ramirez	Aye

C. Accept Minutes From the Following Committee Meetings

Zena Fong made a motion to accept minutes from the committee meetings listed on the agenda.
Ernie Levroney seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Cathy Creasia	Absent
Dr. Denise Berger	Aye
Anthony Jowid	Aye
LESD Representative	Aye
Jenina Ramirez	Aye
Ernie Levroney	Aye
Ken Deemer	Aye
Zena Fong	Aye

D. Accept September 2018 Check Register as recommended by Finance Committee

Zena Fong made a motion to accept September 2018 Check Register as recommended by Finance Committee.
Ernie Levroney seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Cathy Creasia	Absent
Zena Fong	Aye
Dr. Denise Berger	Aye
Jenina Ramirez	Aye
LESD Representative	Aye
Anthony Jowid	Aye
Ernie Levroney	Aye
Ken Deemer	Aye

E. Accept September-November Private Donations Over $1000 as recommended by Finance Committee

Zena Fong made a motion to accept September-November private donations over $1000 as recommended by Finance Committee.
Ernie Levroney seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Dr. Denise Berger	Aye
Ernie Levroney	Aye
Cathy Creasia	Absent
Ken Deemer	Aye
Jenina Ramirez	Aye
Anthony Jowid	Aye
Zena Fong	Aye
LESD Representative	Aye

F. Approve CCU Borrowing Resolution for Line of Credit Renewal as Recommended by Finance Committee

Zena Fong made a motion to approve CCU borrowing resolution for line of credit renewal as recommended by Finance Committee.
Ernie Levroney seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

LESD Representative	Aye
Ken Deemer	Aye
Jenina Ramirez	Aye
Cathy Creasia	Absent
Ernie Levroney	Aye
Dr. Denise Berger	Aye
Anthony Jowid	Aye
Zena Fong	Aye

G. Approve Revised Anti-bullying Policy

Zena Fong made a motion to approve revised Anti-bullying Policy.
Ernie Levroney seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Zena Fong	Aye
Jenina Ramirez	Aye
Ken Deemer	Aye
Cathy Creasia	Absent
Ernie Levroney	Aye
Dr. Denise Berger	Aye
LESD Representative	Aye
Anthony Jowid	Aye

H. Approve ECS - LACOE Conflict of Interest Code Bridge Policy

Zena Fong made a motion to approve ECS - LACOE Conflict of Interest Code Bridge Policy.
Ernie Levroney seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Dr. Denise Berger	Aye
Cathy Creasia	Absent
Jenina Ramirez	Aye
Ken Deemer	Aye
Anthony Jowid	Aye
Zena Fong	Aye
Ernie Levroney	Aye
LESD Representative	Aye

I. Approve Security Camera and Video Footage Policy

Zena Fong made a motion to approve Security Camera and Video Footage Policy.
Ernie Levroney seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Jenina Ramirez	Aye
Ernie Levroney	Aye
Anthony Jowid	Aye
Dr. Denise Berger	Aye
LESD Representative	Aye
Zena Fong	Aye
Cathy Creasia	Absent
Ken Deemer	Aye

J. Approve Updated Green Policy

Zena Fong made a motion to approve updated Green Policy.
Ernie Levroney seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Dr. Denise Berger	Aye
Zena Fong	Aye
Anthony Jowid	Aye
Cathy Creasia	Absent
Ernie Levroney	Aye
LESD Representative	Aye
Jenina Ramirez	Aye
Ken Deemer	Aye

K. Withdraw ECS Investment & Expenditure Policy

Zena Fong made a motion to withdraw ECS Investment & Expenditure Policy.
Ernie Levroney seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Cathy Creasia	Absent
Ken Deemer	Aye
Jenina Ramirez	Aye
Anthony Jowid	Aye
Ernie Levroney	Aye
Zena Fong	Aye
LESD Representative	Aye
Dr. Denise Berger	Aye

L. Approve revised ECHS, ECMS-G, ECMS-I Parent-Student Handbooks

Zena Fong made a motion to approve revised ECHS, ECMS-G, ECMS-I Parent-Student Handbooks.
Ernie Levroney seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Ernie Levroney	Aye
Zena Fong	Aye
Jenina Ramirez	Aye
Ken Deemer	Aye
Cathy Creasia	Absent
Anthony Jowid	Aye
LESD Representative	Aye
Dr. Denise Berger	Aye

V. Action Items

A. Accept FY17-18 Audit Report (pending final ECS review)

Dr. Denise Berger made a motion to accept FY17-18 Audit Report, pending final ECS review.
Zena Fong seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Cathy Creasia	Absent
Ken Deemer	Aye
LESD Representative	Aye
Ernie Levroney	Aye
Dr. Denise Berger	Aye

Roll Call

Jenina Ramirez	Aye
Anthony Jowid	Aye
Zena Fong	Aye

B. Approval of Fourth Amended Bylaws

Ernie Levroney made a motion to approve Fourth Amended Bylaws.
Dr. Denise Berger seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

LESD Representative	Aye
Dr. Denise Berger	Aye
Zena Fong	Aye
Ernie Levroney	Aye
Jenina Ramirez	Aye
Ken Deemer	Aye
Cathy Creasia	Absent
Anthony Jowid	Aye

C. Approve Fast Track Corporation Contract for ECMS-Gardena Urban Greening Project

Jenina Ramirez made a motion to approve Fast Track Corporation Contract for ECMS-Gardena Urban Greening Project.
Ernie Levroney seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Anthony Jowid	Aye
LESD Representative	Aye
Zena Fong	Aye
Ernie Levroney	Aye
Cathy Creasia	Absent
Ken Deemer	Aye
Dr. Denise Berger	Aye
Jenina Ramirez	Aye

VI. Upcoming Dates/Announcements

A. Next ECS Board Meeting

B. Next ECS Committee Meetings

C. Student Led Tours

D.

Upcoming Events

E. Appreciations

Kami Cotler appreciated the board members that participated in the Gardena charter renewal process.

Dave Trejo appreciated Anthony Jowid for conducting a conflict resolution workshop with the ECMS-I staff.

Farnaz Flechner appreciated the principals for their data-backed presentation and Danielle for her amazing work in the Equity and Diversity Committee.

VII. Transition to Closed Session

A. Adjourn to Closed Session

Ken Deemer made a motion to adjourn to closed session.
Anthony Jowid seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
LESD Representative	Aye
Dr. Denise Berger	Aye
Zena Fong	Aye
Ken Deemer	Aye
Anthony Jowid	Aye
Ernie Levroney	Aye
Cathy Creasia	Absent
Jenina Ramirez	Aye

VIII. Report Out of Closed Session

A. Report Out

Anthony Jowid reported out of closed session: the executive director evaluation was completed in closed session. The board approved a 2% increase to CEO Alison Diaz' annual compensation, retroactive to July 2018, along with the standard health & benefits options available to all ECS employees.

IX. Closing Items

A. Adjourn Meeting

Anthony Jowid made a motion to adjourn the meeting.
Ken Deemer seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Jenina Ramirez	Aye
Dr. Denise Berger	Aye
LESD Representative	Aye
Ken Deemer	Aye
Ernie Levroney	Aye
Zena Fong	Aye
Anthony Jowid	Aye
Cathy Creasia	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:04 PM.

Respectfully Submitted,
Anthony Jowid