APPROVED

# Environmental Charter Schools

# Minutes

## Board of Directors' Meeting

**Date and Time**
Thursday December 12, 2019 at 5:00 PM

**Location**
Zoom info: https://zoom.us/j/147466498 Or Telephone: (669) 900-6833 (Meeting ID: 147 466 498) // Two-way Teleconference Locations: ECHS Auxiliary Office, 2625 Manhattan Beach Blvd, Suite 100, Redondo Beach, CA 90278 / ECMS-Gardena (812 W. 165th Place, Gardena, CA 90247) / ECMS-Inglewood (3600 W Imperial Hwy, Inglewood, CA 90303) / ECHS (16315 Grevillea Ave. Lawndale, CA 90260)

| ECS Board Members | Term and End Date |
|---|---|
| Mr. Anthony Jowid, President | 3 years June 30, 2022 |
| Mr. Ken Deemer, Vice President | 3 years June 30, 2022 |
| 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 |
| Ms. Jenina Ramirez | 3 years June 30, 2021 |
| Lawndale Elementary School District Representative | Rotating Position |

ECS Staff
Ms. Farnaz Golshani-Flechner, Chief Executive Officer/Executive Director
Ms. Danielle Kelsick, Chief Academic Officer/Director of Curriculum and Instruction
Ms. Alison Diaz, Director of Growth and Sustainability (Facilities)
Ms. Kami Cotler, Director of Strategic Initiatives
Dr. Beth Bernstein-Yamashiro, Director of Principal Development/Principal Coach
Dr. Geneva Matthews, Principal at ECMS-Inglewood
Ms. KC Fabiero, Principal at ECHS

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.

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.

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**Directors Present**
Anthony Jowid, Dr. Denise Berger, Jenina Ramirez, Ken Deemer, LESD Representative, Zena Fong

**Directors Absent**
Cathy Creasia

**Guests Present**
Alison Diaz, Dave Trejo, Dorothy Lee, Dr. Geneva Matthews, Farnaz Golshani-Flechner, Jane Wyche, Jeremiah Rosario David, Jorge Arroyo, Julie Vo, Lauren Medlin

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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 Thursday Dec 12, 2019 at 5:05 PM.

### C. Approve the agenda

Ken Deemer made a motion to approve the agenda.
Jenina Ramirez seconded the motion.

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

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

### D. Opener

The opening icebreaker was initiated by CEO Farnaz Golshani-Flechner, with the audience of board members, staff, and guests participating. The topic was strategic planning.

## 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 Acting Principal Dave Trejo presented the ECHS update:*

- ECHS's counseling team has been extra supportive in recent weeks due to the incident of an ECHS student passing away. Cause still to be determined--family privacy is of utmost importance.
- Equitable sharing of the emotional labor that happens when student passes away. Lawndale Elementary School District has been very supportive in providing therapy services and overseeing the creation of a mural. School community is banding together.
- Interim Assessment Block (IAB) allows students to test on specific segments of CAASPP state assessment. Calibrated and normed the rubric. Scientific tests will be explored through IABs in the following semesters.

*ECMS-I Principal Dr. Geneva Matthews and ECMS-I Assistant Principal of Instruction Lauren Medlin presented the ECMS-I update:*

- A brief history of previous IAB administrations was shared. IABs in previous years were not administered on a whole-school basis. This school year, a series of professional development sessions were undertaken to improve training on IABs. Due to teacher preparation and conducive testing environment setups, students were able to outperform on the IABs in the fall administration versus the prior spring.
- The Fall Harvest festival event was a success with many students, parents, and members of the community attending as well as an ECS board member.

### B. Development Update

*Development Manager Julie Vo presented the Development Update:*

- The school-site fundraising goals were shared, followed by the development status report. These fundraising efforts anticipate additional funding needs for the opening of ECHS #2.
- Almost 1.1M raised to date this school year toward fundraising goals.

### C. Financial Update

*EdTec Lead Dorothy Lee presented the Financial Update:*

Financial update slides were shown. The issue of low enrollment numbers at ECMS-Gardena was discussed at the recent Finance Committee meeting, with the goal set to recruit at least four students in January 2020. An improved student recruitment plan is in progress.

### D. CEO Update

*Chief Executive Officer Farnaz Goshani-Flechner presented the CEO update:*

The strategic priorities benchmark chart attached in the board packet was displayed and analyzed amongst the board and staff. Board member Ken Deemer recommended that a new column showing target data be added.

## IV. Study Session

### A. 5-Year Strategic Priorities

*Chief Executive Officer Farnaz Goshani-Flechner facilitated the 5-year strategic priorities study session:*

ECS's 5-Year Strategic Priorities attached in the board packet were reviewed and analyzed by the board members and staff.

## V. Approve Consent Items A-I

### A. Approve previous meeting minutes for November 21, 2019 special board meeting

Ken Deemer made a motion to approve minutes from the Special Board of Directors' Meeting on 11-21-19 Special Board of Directors' Meeting on 11-21-19.
Jenina Ramirez seconded the motion.
The board **VOTED** unanimously to approve the motion.

**Roll Call**

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

### B. Approve previous meeting minutes for October 24, 2019 board meeting

Ken Deemer made a motion to approve minutes from the Board of Directors' Meeting on 10-24-19 Board of Directors' Meeting on 10-24-19.
Jenina Ramirez seconded the motion.
The board **VOTED** unanimously to approve the motion.

**Roll Call**

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

### C. Accept minutes from the following committee meetings

Ken Deemer made a motion to accept minutes from the committee meetings listed in the agenda.
Jenina Ramirez seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

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

### D.

**Approve Oct/Nov 2019 check registers and credit card statements as recommended by Finance Committee**

Ken Deemer made a motion to approve Oct/Nov 2019 check registers and credit card statements as recommended by Finance Committee.
Jenina Ramirez seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

**E. Approve October-November 2019 private donations over $1,000 as recommended by Finance Committee**

Ken Deemer made a motion to approve October-November 2019 private donations over $1,000 as recommended by Finance Committee.
Jenina Ramirez seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

**F. Approve First Interim Financials as recommended by Finance Committee**

Ken Deemer made a motion to approve First Interim Financials as recommended by Finance Committee.
Jenina Ramirez seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

### G. Approve SPSAs for ECMS-Gardena, ECMS-Inglewood

Ken Deemer made a motion to approve SPSAs for ECMS-Gardena, ECMS-Inglewood.
Jenina Ramirez 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 |
| Anthony Jowid | Aye |
| Zena Fong | Aye |
| Dr. Denise Berger | Aye |

### H. Approve Pediatric Therapeutic Network (Special Education) Master Contract

Ken Deemer made a motion to approve Pediatric Therapeutic Network (Special Education) Master Contract.
Jenina Ramirez seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

### I. Approve 19/20 Committee Memberships

Ken Deemer made a motion to approve 19/20 Committee Memberships.
Jenina Ramirez seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

## VI. Action Items

### A.

**Approve submission of ECHS #2 charter petition appeal to Los Angeles County Office of Education**

Included in packet:

- LACOE Board Policies and Regulations (regarding Charter Schools)
- Charter School Monitoring and Oversight Memorandum of Understanding (MOU)
- ECHS #2 petition as submitted to LAUSD
- ECHS #2 budget
- ECMS-G charter renewal petition previously approved by LACOE

Ken Deemer made a motion to approve submission of ECHS #2 charter petition appeal to Los Angeles County Office of Education.
Zena Fong seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

### B. Approve FY 2019 Audit Report

Dr. Denise Berger made a motion to approve FY 2019 Audit Report.
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 |
| Jenina Ramirez | Aye |
| Anthony Jowid | Aye |
| Cathy Creasia | Absent |
| LESD Representative | Aye |

## VII. Upcoming Dates/Announcements

### A. Next ECS Board Meetings

### B. Next ECS Committee Meetings

### C. Student Led Tours

### D.

**Upcoming Events**

### E. Appreciations

- Board Member Jenina Ramirez appreciated Farnaz Golshani-Flechner for working through a lot of changes and transitions.
- Ken Deemer appreciated the substantive conversations that the board is has undertaken recently.
- LESD board representative Jorge Arroyo appreciated the work of the current ECS board after several years of not having attended ECS board meetings.
- Board Member Zena Fong appreciated Alison Diaz's recent Hero award, noting how impressive it was.
- Director of Growth and Sustainability Alison Diaz appreciated Farnaz Golshani-Flechner for her ability to facilitate tough conversations and for devising the Board Benchmark Chart, a progress tracking tool that the organization struggled to create and effectively use over many years.
- Farnaz Golshani-Flechner appreciated Senior Operations and Compliance Manager Jeremiah David for his hard work in keeping operations flowing smoothly across ECS.
- Board President Anthony Jowid appreciated ECHS Acting Principal Dave Trejo for his continuing efforts on behalf of both ECHS and ECHS 2.

## VIII. Closing Items

### A. Adjourn Meeting

Dr. Denise Berger made a motion to adjourn the meeting.
Jenina Ramirez seconded the motion.
The board **VOTED** unanimously to approve the motion.

**Roll Call**

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:56 PM.

Respectfully Submitted,
Anthony Jowid