



# El Camino Real Charter High School

## Board Meeting

---

### **Date and Time**

Wednesday November 30, 2016 at 10:00 AM PST

### **Location**

El Camino Real Charter High School, Library, 5440 Valley Circle Blvd, Woodland Hills, CA 91367

---

### SPECIAL BOARD MEETING

For board meeting materials, please see Donna Bennett in the school's main office, or contact her at (818) 595-7500 or [do.bennett@ecrchs.net](mailto:do.bennett@ecrchs.net). Some board meeting materials are also posted in the school's website (<http://ecrchs.net/ecr-board/>).

### INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS

El Camino Real Alliance ("ECRA") welcomes your participation at ECRA's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of ECRA in public. Your participation assures us of continuing community interest in our charter school. To assist you in the ease of speaking/ participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
2. "Request to Speak" forms are available to all audience members who wish to speak on any agenda items or under the general category of "Oral Communications." "Oral Communications" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed twenty-five (25) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. You may also complete a "Request to Speak" form to address the Board on Agenda items. With regard to such agenda items, you may specify that agenda item on your "Request to Speak" form and you will be given an

opportunity to speak for up to three (3) minutes before the item, and total time allocated to agenda items will not exceed six (6) minutes for a discussion item and nine (9) minutes per vote item.

4. When addressing the Board, speakers are requested to state their name and adhere to the time limits set forth.

5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 5440 Valley Circle Blvd., Woodland Hills, California, 91367.

Consent Agenda: All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The Executive Director recommends approval of all consent agenda items.

*In compliance with the Americans with Disabilities Act (ADA) and upon request, El Camino Real Alliance may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Requests for disability related modifications or accommodations shall be made 24 hours prior to the meeting to Donna Bennett, office assistant, in person or by calling (818) 595-7500.*

## Agenda

|   | Purpose         | Presenter       | Time            |
|---|-----------------|-----------------|-----------------|
| <b>I. Opening Items</b>   |                 |                 | <b>10:00 AM</b> |
| Opening Items   |                 |                 |                 |
| <b>A.</b> Record Attendance and Guests  |                 | Melanie Horton  | 2 m             |
| <b>B.</b> Call the Meeting to Order   |                 | Jonathan Wasser | 2 m             |
| <b>C.</b> Pledge of Allegiance  |                 | Odus Caldwell   | 2 m             |
| <b>D.</b> Public Comment on Non-Agenda Items                                    |                 | Public          | 10 m            |
| <b>II. Consent</b>  |                 |                 | <b>10:16 AM</b> |
| <b>A.</b> Review and Vote on the November 16th Regular Board Meeting Minutes    | Approve Minutes | Jonathan Wasser | 5 m             |
| <b>III. Governance</b>  |                 |                 | <b>10:21 AM</b> |
| <b>A.</b> Discuss Board Committee's Recommendation for Community Representative | Discuss         | Jonathan Wasser | 5 m             |

|  | Purpose  | Presenter | Time            |      |
|--|--|-----------|-----------------|------|
| The Community Representative Nomination Committee will announce its recommendation for the Community Representative.   |  |           |                 |      |
| <b>B.</b>  | Vote to Install New Community Representative                                   | Vote      | Jonathan Wasser | 5 m  |
| The Board will vote to install the new Community Representative. The term of this position expires June 30, 2019.  |  |           |                 |      |
| <b>C.</b>  | Announce Results of ECRA Board Elections                                       | Discuss   | Jonathan Wasser | 5 m  |
| The results of the following elections will be announced:  |  |           |                 |      |
| <ul style="list-style-type: none"> <li>• 1 Parent Representative</li> <li>• 1 Teacher Representative</li> </ul>  |  |           |                 |      |
| <b>D.</b>  | Vote to Install New Parent Representative                                      | Vote      | Jonathan Wasser | 5 m  |
| The Board will vote to install the new Parent Representative. The term of this position expires June 30, 2017.   |  |           |                 |      |
| <b>E.</b>  | Vote to Install New Teacher Representative.                                    | Vote      | Jonathan Wasser | 5 m  |
| The Board will vote to install the new Teacher Representative. The term of this position expires June 30, 2017.  |  |           |                 |      |
| <b>F.</b>  | Vote to Install New Community Representative Appointed by LAUSD                | Vote      | Jonathan Wasser | 5 m  |
| The Board will vote to install the new Community Representative appointed by LAUSD. Per the MOU, the District invokes its right to appoint a single representative to the ECRA Board. Term expires June 30, 2019.  |  |           |                 |      |
| <b>G.</b>  | Discuss Timeline and Process for Upcoming ECRA Board Elections and Nominations | Discuss   | Jonathan Wasser | 10 m |
| The ECRA Board will fill the following vacancies over the next few months:   |  |           |                 |      |
| <ul style="list-style-type: none"> <li>• December 2016: 1 Community Representative to replace Larry Rubin. Term expires June 30, 2018.</li> <li>• January 2017: 1 Classified Representative to replace Dennis Thompson. Term expires June 30, 2018.</li> <li>• TBD: 1 Community Representative. Per the MOU, in accordance with its Bylaws, ECRA will designate an additional community representative with the addition of the District's single representative on the ECRA Board. Term expires June 30, 2019.</li> </ul> |  |           |                 |      |

|                               | Purpose   | Presenter | Time            |
|-------------------------------|---|-----------|-----------------|
| <b>IV. Financial</b>          |   |           | <b>11:01 AM</b> |
| Audit Committee               |   |           |                 |
| <b>A.</b>                     | Discuss and Vote on the Transfer of Contacts for Pacific Western Bank Accounts  | Vote      | Melanie Horton  |
|                               | Remove Yvonne Halski and Dave Fehte as check signers of PWB accounts; add Lisa Ring and David Hussey as authorized check signers of PWB accounts; and designate Melanie Horton as new online administrator of PWB accounts.   |           | 5 m             |
| <b>V. School and Policies</b> |   |           | <b>11:06 AM</b> |
| <b>A.</b>                     | Review and Vote On Copier Agreement   | Vote      | Eric Wilson     |
|                               | The leases on the department copy machines ended last June. The copier committee has met and reviewed several vendors. They have chosen to lease Sharp machines for the next 60 months, beginning January 2017. A total of four vendors were reviewed during the process. |           | 5 m             |
| <b>VI. Other Business</b>     |   |           | <b>11:11 AM</b> |
| CEO Support And Eval          |   |           |                 |
| <b>A.</b>                     | CBO and CCO Recruitment Update  | Discuss   | David Hussey    |
|                               | Discuss the timeline and interview process for the Chief Business Officer (CBO) and Chief Compliance Officer (CCO) positions.   |           | 10 m            |
| <b>VII. Closing Items</b>     |   |           | <b>11:21 AM</b> |
| <b>A.</b>                     | Adjourn Meeting   | Vote      | Jonathan Wasser |
|                               |   |           | 2 m             |