



El Camino Charter High School

Board Meeting

Date and Time

Thursday October 19, 2017 at 4:30 PM PDT

Location

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

BOARD MEETING

For board meeting materials, please go to the school's main office, or call (818) 595-7500. 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 Daniel Chang, in person, by email at d.chang@ecrchs.net, or by calling (818) 595-7537.

Agenda

	Purpose	Presenter	Time
I. Opening Items			4:30 PM
A. Call the Meeting to Order		Jonathan Wasser	1 m
B. Record Attendance and Guests		Daniel Chang	1 m
C. Pledge of Allegiance		Diane Wynne	1 m
D. Public Comments		Public	15 m
E. Staff Update		Daniel Chang	5 m
F. UTLA Update		Carlos Monroy	5 m
G. Committee Reports/Updates	Discuss	Jonathan Wasser	5 m
II. Consent			5:03 PM
A. Approve Minutes of September 14, 2017 Annual and Regular Board Meeting	Approve Minutes	Diane Wynne	5 m
Approve minutes for Board Meeting on September 14, 2017			
III. Financial			5:08 PM
A. Review and Vote on August 2017 Check Registers	Vote	Chang Patel of EdTec	10 m
B. August 2017 Financial Update	Discuss	Chang Patel of EdTec	30 m
C. Discuss and Vote on 2016-17 Unaudited Actuals	Vote	Chang Patel of EdTec	10 m
D. Discuss and Vote on Modified 2017-18 Budget	Vote	Alan Darby	15 m
IV. School Business			6:13 PM
A. Update on Closing the Achievement Gap	Discuss	Lisa Ring, Alan Darby	15 m
B. AEGIS Update	Discuss	AEGIS Team Member and Suki Dhillon	10 m

Update in changeover from NAEROK to AEGIS security. Update regarding security training, emergency preparedness and related issues.

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| C. Presentation on California Dashboard Local Priorities | Discuss | Lisa Ring and Daniela Vargas | 10 m |
| D. Tech Update | Discuss | Daniela Vargas | 10 m |
| Update on the school's ongoing technology needs. | | | |
| E. Update on Student Support Services | Discuss | Charne Tunson | 10 m |
| F. Discuss and Vote on Modifying Fiscal Policies and Procedures | Vote | Daniel Chang | 10 m |

Staff recommends modifying Fiscal Policies and Procedures to allow Smart & Final credit card holder to increase monthly spending limit to \$1,000.00 (page 8, 4th bullet point in attached FPP), and to provide for up to three (3) Board members on the Travel Committee (page 14, paragraph 1.b under Travel).

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| G. Implement FCMAT Recommendations Regarding Charitable Funds Management (Possible Vote) | Vote | Alan Darby | 15 m |
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Staff to prepare a plan using FCMAT recommendations. Plan should include physical security of donated funds; a chain of command for requesting funds; a protocol for intake of donations; sample forms to record funds and earmarks; a tracking system for funds/earmarks; who decides distribution; and a written step-by-step guide for requesting funds (to include role of the ECRCHS Board and the Board's Travel Committee).

Possible vote if Board accepts plans that are presented.

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| H. Discuss FCMAT Letter | Discuss | Alan Darby | 10 m |
| FCMAT's letter from its initial visit made certain recommendations; discuss the recommendations and ways to implement same. | | | |
| I. Update on Accounting for Team and Club accounts | Discuss | Alan Darby and Susan Kim | 15 m |

Presentation to report that provides a detailed list of all accounts administered by ECRCHS on behalf of clubs, teams and other entities. This should include bank name, account name, primary beneficiary (team or club); amount, credits and debits, specific earmarks and any other relevant details.

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| J. Designate a staff Member to Oversee Team and Club Account Management | Vote | Alan Darby | 5 m |
| This will include account monitoring; credit and debits; monitoring earmarks and overseeing the management of the accounts and disbursement requests. | | | |
| K. Approve Certification of Signatures | Vote | Daniel Chang | 5 m |
| LA County of Education requires a Certification of Signatures form, identifying all Board members as well as all staff members authorized to sign notices of employment, contracts, and orders drawn on the school's accounts. | | | |
| L. UTLA Initial Proposal | Discuss | Jonathan Wasser | 5 m |
| <u>Public Hearing:</u> United Teachers Los Angeles's Initial Proposal for reopener negotiations on behalf of certificated employees of El Camino Real Charter High School. | | | |

V. Closed Session

8:13 PM

A. Conference with Labor Negotiators	Discuss	Jonathan Wasser	5 m
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Agency Designated Representatives: Executive Director David Hussey;
Chief Business Officer Alan Darby; Chief Compliance Officer Daniel Chang;
Legal Counsel Roger Scott
Employee Organization: United Teachers Los Angeles

VI. Governance

8:18 PM

A. Discuss and Possible Vote on Amendment to By-Laws	Vote	Daniel Chang	10 m
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The proposed change to the By-Laws allowing retired employees receiving lifetime benefits to serve on the Board.

VII. Closing Items

8:28 PM

A. Adjourn Meeting	Vote	Jonathan Wasser	1 m
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