



# El Camino Charter High School

## Annual Meeting and Board Meeting

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### **Date and Time**

Thursday August 23, 2018 at 4:30 PM PDT

### **Location**

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

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### **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 thirty (30) minutes. A member of the public who requires the use of a translator, in order to receive the same opportunity as others to directly address the Board, shall have twice the allotted time to speak. 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. A member of the public

who requires the use of a translator, in order to receive the same opportunity as others to directly address the Board, shall have twice the allotted time to speak, and the total allocated time shall be appropriately increased as well.

4. When addressing the Board, speakers are requested to state their name and adhere to the time limits set forth. In order to maintain allotted time limits, the Board Chair may modify speaker time allocations or the total amount of allotted time for an item.

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
<b>I. Opening Items</b>			<b>4:30 PM</b>
Opening Items			
<b>A. Call the Meeting to Order</b>		Scott Silverstein	1 m
<b>B. Record Attendance and Guests</b>		Daniel Chang	1 m
<b>C. Pledge of Allegiance</b>		Beatriz Chen	3 m
<b>D. Public Comments</b>		Public	30 m
<b>E. Executive Director Update</b>		David Hussey	15 m
<b>F. UTLA Update</b>		Carlos Monroy	10 m
<b>G. Recognition of Outgoing Board Member</b>	Discuss	Scott Silverstein	3 m
<p>The Board would like to recognize and express its gratitude to outgoing Board Member Jonathan Wasser, who resigned his position effective July 23, 2018.</p>			
<b>II. Board Procedure</b>			<b>5:33 PM</b>
<b>A. Elect 2018-2019 Board Chair</b>	Vote	Daniel Chang	10 m
<b>B. Elect 2018-2019 Board Vice-Chair</b>	Vote	Daniel Chang	5 m

	Purpose	Presenter	Time
C. Appoint 2018-2019 President	Vote	Daniel Chang	5 m
D. Appoint 2018-2019 Chief Financial Officer	Vote	Daniel Chang	5 m
E. Appoint 2018-2019 Secretary	Vote	Daniel Chang	5 m
F. Discuss Creation of Committees	Discuss	Board Chair	5 m

Discuss creating one or more standing or ad hoc committees. Possible committees include Travel, Elections, By-Laws, Evaluation, Suspension/Expulsion, and Tech.

G. Discuss Election for Vacant Board Position	Discuss	Daniel Chang	10 m
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Discuss process for filling vacant Board position, position is Teacher Representative and would expire June 30, 2020.

### III. Consent 6:18 PM

A. Approve Minutes of July 9, 2018 Board Meeting and Comprehensive Training	Approve Minutes	Board Chair	1 m
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### IV. School Business 6:19 PM

A. Tech Update and Possible Approval of Desktop Issue	Vote	Fernando Delgado	15 m
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Discuss issue of removal of outdated desktops from classrooms. Also discuss the tech rollout. Also, discuss possible IT infrastructure audit.

B. Discuss Marketing Plan to Deal with Declining Enrollment, Fundraising and General School Promotions	Discuss	Rebeca Rodriguez	25 m
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- Plan to increase declining enrollment
- Plan and goals for general fundraising
- Update on 50th anniversary
- Discuss and plans for weekly newsletter-distribution and target audience
- Plan for advertising and possible need for increased budget
- Plan for maintaining social media sites (Facebook...etc.)
- Plans for utilizing alumni specific sites
- Discuss how to promote ECRCHS Board of Directors
- Discuss media requests

C. Discuss Status of Shoup Campus	Discuss	Alan Darby	10 m
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D. Discuss Policy on Independent Study	Discuss	Lisa Ring	10 m
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The Policy on Independent Study was approved by the Board on September 18, 2013.

E. Discuss and Possible Approval of Landscape Contract	Vote	Board Chair	10 m
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	Purpose	Presenter	Time
<b>V. Financial</b>			<b>7:29 PM</b>
A. Review and Vote on May 2018 and June 2018 Check Registers	Vote	Alan Darby	10 m
B. May 2018 and June 2018 Financial Update	Discuss	Cindy Frantz of EdTec	20 m
C. Discuss and Possible Approval of Bank Switch	Vote	Alan Darby	10 m
Staff recommends switching banks, from Hanmi Bank to City National Bank.			
<b>VI. Closed Session</b>			<b>8:09 PM</b>
A. Conference with Legal Counsel: Anticipated Litigation	Discuss	Board Chair	20 m
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code Section 54956.9: two (2) matters.			
<b>VII. Reconvene to Open Session</b>			<b>8:29 PM</b>
A. Report of Actions Taken in Closed Session, If Any	Discuss	Board Chair	5 m
<b>VIII. Closing Items</b>			<b>8:34 PM</b>
A. Adjourn Meeting	Vote	Board Chair	1 m