



# El Camino Charter High School

## Board Meeting

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### **Date and Time**

Thursday December 13, 2018 at 4:30 PM PST

### **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. Chief Business Officer Update</b>	Discuss	Alan Darby	15 m
<b>G. Board Committee Reports</b>	Discuss	Scott Silverstein	10 m
<b>H. Recognition of Outgoing Board Member</b>		Scott Silverstein	10 m

The Board would like to recognize and express its gratitude to outgoing Board member Bruce Takeguma, who is resigning as LAUSD's representative to the Board.

<b>II. Consent</b>			<b>5:55 PM</b>
<b>A. Approve Minutes of November 15, 2018 Board Meeting</b>	Approve Minutes	Scott Silverstein	1 m

	Purpose	Presenter	Time
<b>B. Approve Minutes of November 15, 2018 Special Meeting</b>	Approve Minutes	Scott Silverstein	1 m
<b>III. Financial</b>			<b>5:57 PM</b>
<b>A. Review and Vote on 2017-2018 Audit Report</b>	Vote	Victoria Parker of CLA	15 m
Victoria Parker of third party auditor Clifton Larson Allen will present the 2017-2018 audit report.			
<b>B. Review and Vote on 1st Interim Financials</b>	Vote	Alan Darby	10 m
<b>IV. School Business</b>			<b>6:22 PM</b>
<b>A. Discuss and Possible Approval of Paycom, a Third Party Human Capital and Payroll Processing Company</b>	Vote	Alan Darby	20 m
Staff will present Paycom, a third party human capital management software / payroll processing company; Paycom will also present and provide information.			
<b>B. Tech Update and Status of IT Audit</b>	Discuss	Fernando Delgado and Beatriz Chen	20 m
<b>C. Discuss and Possible Approval of Resolution re Administrative Panel</b>	Vote	David Hussey	5 m
<b>D. Discuss and Possible Approval of Resolution Re Recognition of AFSCME</b>	Vote	Daniel Chang	10 m
Discuss and possible approval of Resolution re recognition of the American Federation of State County and Municipal Employees, who will represent all full and part-time classified employees.			
<b>V. Closed Session</b>			<b>7:17 PM</b>
<b>A. Conference with Legal Counsel: Anticipated Litigation</b>	Discuss	Scott Silverstein	30 m
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code § 54956.9: four (4) matters.			
<b>B. Conference with Labor Negotiators</b>	Discuss	Scott Silverstein	15 m
Agency Designated Representatives: Executive Director David Hussey; Chief Business Officer Alan Darby; Chief Compliance Officer Daniel Chang; Legal Counsel Roger Scott Employee Organization: American Federation of State County and Municipal Employees District Council 36			
<b>VI. Reconvene to Open Session</b>			<b>8:02 PM</b>

	<b>Purpose</b>	<b>Presenter</b>	<b>Time</b>
<b>A. Report on Actions Taken in Closed Session, If Any</b>	Discuss	Scott Silverstein	3 m
<b>VII. Closing Items</b>			<b>8:05 PM</b>
<b>A. Adjourn Meeting</b>	Vote	Scott Silverstein	1 m