



# El Camino Charter High School

## Regular Board Meeting

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### Date and Time

Thursday October 24, 2019 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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### ANNUAL MEETING REGULAR 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 (<https://ecrchs.net> - click the ECR Board tab).

### 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 "Public Comments." "Public Comments" 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 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

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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.

## TELECONFERENCE LOCATIONS

Teleconferencing will be available at the following locations:

ECR College & Career Independent Study Program  
7401 Shoup Avenue  
West Hills, California 91307

REPS & Co.  
4141 Jutland Drive #300  
San Diego, California 92117

Members of the public attending a meeting conducted via teleconference do not need to give their name when entering the conference call.

*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](mailto:d.chang@ecrchs.net), or by calling (818) 595-7537.*

## Agenda

|  | Purpose         | Presenter         | Time           |
|--|-----------------|-------------------|----------------|
| <b>I. Opening Items</b>  |                 |                   | <b>4:30 PM</b> |
| A. Call the Meeting to Order   |                 | Scott Silverstein | 1 m            |
| B. Record Attendance and Guests  |                 | Daniel Chang      | 1 m            |
| C. Pledge of Allegiance  |                 | Beatriz Chen      | 3 m            |
| D. Public Comments   |                 | Public            | 30 m           |
| E. Executive Director Update   |                 | David Hussey      | 15 m           |
| F. Chief Business Officer Update   |                 | Alan Darby        | 15 m           |
| G. Board Committee Updates   | Discuss         | Scott Silverstein | 10 m           |
| <b>II. Consent</b>   |                 |                   | <b>5:45 PM</b> |
| A. Approve Minutes of September 26, 2019 Regular Board Meeting                         | Approve Minutes | Scott Silverstein | 1 m            |
| Approve minutes for Regular Board Meeting on September 26, 2019                        |                 |                   |                |
| B. Approve Minutes of October 7, 2019 Special Board Meeting                            | Approve Minutes | Scott Silverstein | 1 m            |
| Approve minutes for Special Board Meeting on October 7, 2019                           |                 |                   |                |
| <b>III. Financial</b>  |                 |                   | <b>5:47 PM</b> |
| A. Review and Vote on September Check Registers  | Vote            | Alan Darby        | 10 m           |
| ACTION ITEM: motion to approve the September check registers.                          |                 |                   |                |
| B. September 2019 Financial Update   | Discuss         | Alan Darby        | 10 m           |
| C. Discuss and Possible Approval of Revised Fiscal Policies and Procedures             | Vote            | Scott Silverstein | 15 m           |
| Discuss and possible vote on revisions to the Fiscal Policies and Procedures Handbook. |                 |                   |                |
| ACTION ITEM: motion to approve revised Fiscal Policies and Procedures Handbook.        |                 |                   |                |
| D. Discuss and Possible Approval of Revised Budget                                     | Vote            | Alan Darby        | 10 m           |
| Discuss and possibly approve revised Budget for 2019-2020.                             |                 |                   |                |
| ACTION ITEM: motion to approve the revised Budget for 2019-2020.                       |                 |                   |                |

**IV. School Business****6:32 PM**

- A.** Discuss Local Indicators for California School Dashboard                      Discuss      David Hussey                      5 m  
California Department of Education requires all local education agencies to report on the status of their local indicators in Dashboard.
- B.** Discuss and Approve Request for Allowance of Attendance                      Vote              Daniel                      5 m  
The Saddleridge fire caused school closure on Friday, October 11, 2019. The Request for Allowance of Attendance requests ADA credit for the day the school was closed.  
ACTION ITEM: motion to approve the Request for Allowance of Attendance for ADA credit for the October 11, 2019 school closure due to the Saddleridge fire.
- C.** Discuss and Possible Vote on Creating Board Resolution on Gun Violence and Safe Firearm Storage                      Vote              David Hussey                      10 m  
Discuss and possibly vote on crafting a resolution regarding gun violence and safe firearm storage.  
ACTION ITEM: motion to create a Board resolution regarding gun violence and safe firearm storage.
- D.** Discuss and Possible Approval of Purchase of E-Rate Eligible Equipment                      Vote              Beatriz Chen                      10 m  
Discuss and possible approval of tech purchase of e-rate eligible equipment, for 2019-2020.  
ACTION ITEM: motion to approve purchase of e-rate eligible equipment with vendor (identify vendor) at a total cost up to (identify cost).

**V. Closed Session****7:02 PM**

- A.** Conference with Legal Counsel: Anticipated Litigation                      Discuss      Scott Silverstein                      10 m  
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code § 54956.9: three (3) matters.
- B.** Public Employee Performance Evaluation                      Discuss      Scott Silverstein                      10 m  
Title: Executive Director
- C.** Public Employee Performance Evaluation                      Discuss      Scott Silverstein                      10 m  
Title: Chief Business Officer.
- D.** Public Employee Discipline/Dismissal/Release                      Discuss      Scott Silverstein                      15 m

**VI. Reconvene to Open Session****7:47 PM**

- A.** Report on Actions Taken in Closed Session, If Any                      Discuss      Scott Silverstein                      1 m

**VII. Closing Items****7:48 PM**

- A.** Adjourn Meeting                      Vote              Scott Silverstein                      1 m