



# El Camino Charter High School

## Regular Board Meeting

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### Date and Time

Thursday March 26, 2020 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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### 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 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.

## PARTICIPATING TELEPHONICALLY

To participate in the Board meeting telephonically, please call (872) 240-3212, access code 493-894-677. Please note that, in order to conduct an orderly meeting, all members of the public will be placed on mute during the Board meeting, except during public comments. If you would like to speak on a specific agenda item, please advise the Board during the public comments section. Note that 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>
Opening Items			
<b>A.</b> Call the Meeting to Order		Scott Silverstein	1 m
<b>B.</b> Record Attendance and Guests		Daniel Chang	1 m
<b>C.</b> Pledge of Allegiance		Beatriz Chen	3 m
<b>D.</b> Public Comments		Public	30 m
<b>E.</b> Executive Director Update		David Hussey	15 m
<b>F.</b> Board Committee Updates	Discuss	Scott Silverstein	10 m
<b>II. Consent</b>			<b>5:30 PM</b>
<b>A.</b> Approve Minutes of February 27, 2020 Regular Board Meeting	Approve Minutes	Scott Silverstein	1 m
Approve minutes for Regular Board Meeting on February 27, 2020			
<b>III. Financial</b>			<b>5:31 PM</b>
<b>A.</b> Review and Vote on January 2020 and February 2020 Check Registers	Vote	ICON School Management	5 m
ACTION ITEM: motion to approve the January 2020 and February 2020 check registers.			
<b>B.</b> February 2020 Financial Update	Discuss	ICON School Management	10 m
<b>C.</b> Review and Approval of 2nd Interim Financial Report	Vote	ICON School Management	10 m
Review and possible approval of 2nd Interim Financial Report. ACTION ITEM: motion to approve the 2nd Interim Financial Report.			
<b>IV. School Business</b>			<b>5:56 PM</b>
<b>A.</b> Discuss and Possible Approval of Creating Building Reserve Fund	Vote	Scott Silverstein	15 m
Discuss and possibly vote on the creation of a building reserve fund, to be funded by monthly contributions from the general fund. ACTION ITEM: motion to approve the creation of a building reserve fund, with monthly contributions from the general fund in the amount of [specify amount] starting [specify start date] [and specify timeframe, if applicable].			
<b>B.</b> Discuss and Vote to Extend School Closure	Vote	David Hussey	10 m
Discuss and possible approval to extend school closure until such time as the Governor releases the stay at home order. The Executive Director would be given authority to extend the closure based on the State of California's mandates, up through the end of the academic year.			

ACTION ITEM: motion to authorize the Executive Director to extend school closure until such time as the Governor releases the stay at home order, up through the end of the academic year.

**V. Governance**

**6:21 PM**

**A. Discuss and Vote on Auditor for 2019-2020** Vote Daniel Chang 10 m  
The Audit Committee will identify their recommendation for the audit company to retain for the year ending June 30, 2020.  
ACTION ITEM: motion to approve the audit company of [identify audit firm] to conduct the audit for the year ending June 30, 2020.

**B. Discussing Upcoming Board Elections** Discuss Daniel Chang 10 m  
There are three terms ending on June 30, 2020: two (2) Certificated Representative positions (currently held by Gregory Basile and Steven Kofahl); and the Parent Representative position (currently held by Dr. Jeff Davis). Discuss dates and timing for advertising the positions and opening and closing the application process, and for conducting the elections.

**VI. Closed Session**

**6:41 PM**

**A. Conference with Legal Counsel: Pending Litigation** Discuss Scott Silverstein 15 m  
Discussion on pending litigation pursuant to paragraph (1) of subdivision (d) of Government Code § 54956.9: three (3) matters.

**B. Conference with Legal Counsel: Anticipated Litigation** Discuss Scott Silverstein 5 m  
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code § 54956.9: one (1) matter.

**C. Conference with Labor Negotiators** Discuss Scott Silverstein 10 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

**D. Public Employee Performance Evaluation** Discuss Scott Silverstein 10 m  
Title: Executive Director

**E. Public Employee Performance Evaluation** Discuss Scott Silverstein 10 m  
Title: Chief Business Officer

**F. Public Employee Performance Evaluation** Discuss Scott Silverstein 10 m  
Title: Chief Information Officer

**G. Public Employee Discipline / Dismissal / Release** Discuss Scott Silverstein 15 m

**VII. Reconvene to Open Session**

**7:56 PM**

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

**VIII. Closing Items**

**7:57 PM**

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