



El Camino Real Charter High School

Regular Board Meeting

Date and Time

Thursday March 23, 2023 at 5:30 PM PDT

Location

Main Campus - Library Media Center

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

REGULAR BOARD MEETING

For 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).

ATTENTION:

WE HAVE RETURNED TO "IN-PERSON" REGULAR AND SPECIAL BOARD MEETINGS AND COMMITTEE MEETINGS.

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND OTHER MEETING ATTENDEES:

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 **two (2) 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 be permitted 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 the item(s) on your "Request to Speak" form and you will be given an opportunity to speak for up to three (3) minutes before the item is addressed, 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 be permitted 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.

IMPORTANT NOTE REGARDING PUBLIC COMMENTS:

Effective September 2022, public comments presentations at all ECRA Regular and Special Board Meetings and at Committee Meetings must be made in person.

There is no obligation on the part of the school to have a school official read public comments during in-person Board Meetings.

A member of the public is welcome to appear at the Board meeting to make a public comment or make arrangements with another person in attendance to speak on the person's behalf.

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 or more motions 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 vote(s) on the Consent Agenda item(s). 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 David Hussey, in person, by email at comment@ecrchs.net, or by calling (818) 595-7500.

Agenda

| | Purpose | Presenter | Time |
|--|---------|--------------|----------------|
| I. Opening Items | | | 5:30 PM |
| Opening Items | | | |
| A. Call the Meeting to Order | | Brad Wright | 1 m |
| B. Record Attendance and Guests | | Kurt Lowry | 1 m |
| C. Pledge of Allegiance to the United States of America (USA) | | David Hussey | 1 m |
| D. Public Comments | | Public | 30 m |

NOTE: These presentations, effective with the March 24th, 2022, Regular Board Meeting, are limited to two (2) minutes and total time allotted to non-agenda items will not exceed thirty (30) minutes.

PLEASE SEE ADDITIONAL IMPORTANT INFORMATION ABOVE IN AGENDA NOTICE REGARDING PUBLIC COMMENTS.

THANK YOU.

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| E. Executive Director Update | | D. Hussey | 10 m |
| F. Chief Business Officer Update | | Gregory Wood | 10 m |

| | Purpose | Presenter | Time |
|-----------------------------------|---------|-------------|------|
| G. Board Committee Updates | Discuss | Brad Wright | 5 m |
| H. Board Chair Update | Discuss | Brad Wright | 10 m |

II. Consent 6:38 PM

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|---|-----------------|-------------|-----|
| A. Approve Minutes of the February 23rd, 2023, Regular Board Meeting | Approve Minutes | Brad Wright | 1 m |
| B. Approve the February, 2023, Check Registers | Vote | Brad Wright | 1 m |

These had been recommended for approval at the March 16th, 2023, Finance and Investment Committee Meeting.

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| C. Approve the February, 2023, Credit Card Charges | Vote | Brad Wright | 1 m |
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These had been recommended for approval at the March 16th, 2023, Finance and Investment Committee Meeting.

III. Investment 6:41 PM

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| A. February, 2023, Investment Update | Discuss | G. Wood | 10 m |
| B. US Bank/ECRA Healthcare Trust Presentation | Discuss | A. Beauchamp | 10 m |

Mr. Gregory Wood, CBO, will present the February, 2023, Investment Update.

Ms. April Beauchamp, Vice President | Relationship Manager, Institutional Trust & Custody for US Bank, will make a presentation on the US Bank/ECRA Healthcare Trust and then answer any questions.

IV. Finance 7:01 PM

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| A. February, 2023, Financial Update | Discuss | G. Wood/A. Ilyas | 10 m |
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Mr. Wood, CBO, and Ms. Ilyas, Director, Accounting and Finance, will present and discuss the February, 2023, Financial Update.

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| B. Discuss and Vote on the 2nd Interim Financial Report | Vote | G. Wood/A. Ilyas | 15 m |
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Prior to the Vote, Mr. Wood, CBO, and Mrs. Ilyas, Director, Accounting and Finance, will lead a discussion on the 2nd Interim Financial Report.

V. School Business 7:26 PM

| | Purpose | Presenter | Time |
|---|---------|--------------|------|
| A. Discuss and Vote on the Proposed 2023-2024 and 2024-2025 School Calendars | Vote | David Hussey | 10 m |

Prior to the vote, Mr. Hussey, Executive Director, will lead a discussion and on the proposed 2023-2024 and 2024-2025 School Calendars.

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| B. Discuss the CA School Dashboard | Discuss | David Hussey | 10 m |
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Mr. Hussey, Executive Director, will review and lead a discussion on the CA School Dashboard, emphasizing how to access the Dashboard and understand each performance metric.

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| C. Discuss and Vote to Approve the Purchase of 2023-2024 Incoming Freshmen Devices | Vote | F. Delgado/R. Guinto | 10 m |
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Prior to a Vote, Mr. Delgado, Chief Information Officer, and Mr. Guinto, Director, Technology, will discuss the proposed purchase of 23-24 Incoming Freshman Devices.

BRIEF SUMMARY:

Part of the 21st Century Classroom initiative, ECR provides all students a school-issued device that is assigned to them when they enroll at ECR until they graduate. This successful initiative is now on its sixth year and the device students receive are standardized model from Lenovo which is the third generation 300w. The technology department applied for the Emergency Connectivity Fund (ECF) that can potentially make ECR eligible to get a supplemental funding for up to \$420 per device through the Federal Communications Commission (FCC).

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| D. Discuss and Vote to Acknowledge the Bid Awards for the E-Rate Request For Proposal (RFP) to Apply for 2023-2024 Funding. | Vote | D. Hussey/G. Wood/F. Delgado/R. Guinto | 10 m |
|--|------|--|------|

Prior to a Vote, David Hussey/Gregory Wood/Fernando Delgado/Ryan Guinto will lead a discussion on this agenda item.

BRIEF SUMMARY OF THE ISSUE:

ECR applied for E-Rate funding Network Infrastructure upgrade. Universal Service Administrative Company (USAC) requires an approval from the ECR board acknowledging the award to the winning bid so we can apply for funding. A subsequent board agenda item will be added in July once the funding is approved.

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| E. Discuss and Vote to Approve the Proposed Gymnasium Facilities Upgrade | Vote | F. Delgado/R. Guinto | 10 m |
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| | Purpose | Presenter | Time |
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| <p>Prior to the Vote to Recommend, Mr. Delgado, Chief Information Officer, and Mr. Guinto, Director, Technology, will discuss the proposed Gymnasium Facilities Upgrade.</p> | | | |

BRIEF SUMMARY:

Part of the capitalization project is to refresh our gymnasium. The goals for this refresh are the following:

- Incorporate ECR new branding and potential partnerships with local vendors, community, etc.
- Increase the morale of our athletes and provide a sense of ownership of the facility.
- Increase the appeal of our gymnasium not only for home games but also for other events such as welcome week, orientation, etc.

Attached is the design visualization rendered by PH Designs. The projected start of this project will be summer of 2023.

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|--|-------------|-----------------------------|-------------|
| <p>F. Discuss and Vote to Approve the Proposed Cafeteria Facilities Upgrade</p> | <p>Vote</p> | <p>F. Delgado/R. Guinto</p> | <p>10 m</p> |
|--|-------------|-----------------------------|-------------|

Prior to a Vote, Mr. Delgado, Chief Information Officer, and Mr. Guinto, Director, Technology, will discuss the proposed Cafeteria Facilities Upgrade.

BRIEF SUMMARY:

Part of the capitalization project is to refresh our cafeteria. The goals for this refresh are the following:

- Incorporate ECR new branding and potential partnerships with local vendors, community, etc.
- Further boosting the appeal of the cafeteria will lead to increased sales.
- Provide more seating for students.
- Make the cafeteria line more efficient by adding another lane.

Attached is the design visualization rendered by PH Designs. The projected start of this project will be summer of 2023.

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| <p>G. Discuss and Vote to Approve the Proposed 2023-2024 Food Services Contract with Chartwells</p> | <p>Vote</p> | <p>Gregory Wood</p> | <p>10 m</p> |
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Prior to a Vote, Mr. Wood, CBO, will lead a discussion on the proposed 2023-2024 Food Services Contract with Chartwells.

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| <p>H. Discuss and Vote on the Franz Law Group Social Media Agreement</p> | <p>Vote</p> | <p>David Hussey</p> | <p>10 m</p> |
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Prior to a Vote, Mr. Hussey, Executive Director, will lead a discussion on the Franz Law Group Social Media Agreement.

| | Purpose | Presenter | Time |
|---|---------|--------------|------|
| I. Discuss and Vote on Board Resolution to Opt Out of Insurance Policy with CharterSAFE | Vote | David Hussey | 10 m |

Prior to a Vote, Mr. Hussey will lead a discussion on the Board Resolution to Opt Out of the CharterSAFE Insurance Policy.

VI. Closed Session 8:56 PM

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| A. Public Employee Discipline/Dismissal/Release (§ 54957) | Discuss | David Hussey | 10 m |
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Public employee discipline / dismissal / release pursuant to paragraph (1) of subdivision (b) of Government Code Section 54957.

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| B. Conference with Legal Counsel - Anticipated Litigation | Discuss | David Hussey | 10 m |
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Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9:

Two (2) items.

VII. Reconvene to Open Session 9:16 PM

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| A. Report on Actions Taken in Closed Session, If Any | Discuss | Brad Wright | 1 m |
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VIII. Closing Items 9:17 PM

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| A. Adjourn Meeting | Vote | Brad Wright | 1 m |
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