



El Camino Real Charter High School

Finance and Investment Committee

Date and Time

Thursday March 16, 2023 at 5:30 PM PDT

The Finance and Investment Committee is a standing committee of the Board of Directors of El Camino Real Alliance.

For committee 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" FINANCE AND INVESTMENT 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."
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“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 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	Danielle Malconian	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
Mr. Hussey will lead meeting participants in the Pledge of Allegiance to the United States of America (USA).			
D.	Public Comments	Discuss Danielle Malconian	30 m
E.	CBO Report	Discuss Gregory Wood	10 m
Mr. Wood, ECRCHS CBO, will provide his CBO Report to the Committee.			
II. Consent			6:13 PM
A.	Approve Minutes of February 16th, 2023, Finance and Investment Committee Meeting	Approve Minutes Danielle Malconian	1 m
III. Investment			6:14 PM
A.	Investment Update	Discuss Gregory Wood	10 m
Mr. Gregory Wood, CBO, will present the February, 2023, Investment Update.			

	Purpose	Presenter	Time
B. US Bank/ECRA Healthcare Trust Presentation	Discuss	April Beauchamp, US Bank	10 m

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 6:34 PM

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

B. Discussion and Vote on 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 present and lead a discussion on the 2nd Interim Financial Report.

C. Discussion and Vote to Recommend to the Full Board Approval of the February, 2023, Check Registers	Vote	G. Wood/A. Ilyas	10 m
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Prior to the Vote to Recommend Approval to the Full Board, Mr. Wood, CBO, will review the February, 2023, check registers from ECRA's City National Bank Accounts.

D. Discussion and Vote to Recommend to the Full Board Approval of the February, 2023, Credit Card Charges.	Vote	G. Wood/A. Ilyas	10 m
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Prior to the Vote to recommend Approval to the Full Board, Mr. Wood, CBO, and Mrs. Ilyas, Director, Accounting and Finance, will review the February, 2023, credit card charges.

V. School Business 7:19 PM

A. Discussion and Vote to Recommend to the Full Board Approval of the JUUL Vaping Settlement Packet	Vote	David Hussey	10 m
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Prior to the vote, Mr. Hussey, Executive Director, will lead a discussion on the JUUL Vaping Settlement Packet.

B. Discussion and Vote to Recommend to the Full Board Approval of the Purchase of 2023-2024 Incoming Freshmen Devices.	Vote	F. Delgado/R. Guinto	10 m
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Prior to the Vote to Recommend, 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).

C.	Discussion and Vote to Recommend to the Full Board Approval of the E-Rate Purchase of Firewall and Access Points.	Vote	F. Delgado/R. Guinto	10 m
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Prior to the Vote to Recommend, Mr. Delgado, Chief Information Officer, and Mr. Guinto, Director, Technology, will discuss the proposed E-Rate purchase of firewall and access points.

BRIEF SUMMARY:

Replacing our current firewall will be a more cost effective solution while providing more security to our network. The access points will provide better wireless coverage for our staff and students. The E-Rate requires board approval and will earmarked for purchase in July.

D.	Discussion and Vote to Recommend to the Full Board Approval of the Proposed Gymnasium Facilities Upgrade.	Vote	F. Delgado/R. Guinto	10 m
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Prior to the Vote to Recommend, Mr. Delgado, Chief Information Officer, and Mr. Guinto, Director, Technology, will discuss the proposed Gymnasium Facilities Upgrade.

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.

E.	Discussion and Vote to Recommend to the Full Board Approval of the Proposed Cafeteria Facilities Upgrade.	Vote	F. Delgado/R. Guinto	10 m
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Purpose Presenter Time

Prior to the Vote to Recommend, 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.

F. Discussion and Vote to Recommend to the Full Board Approval of the Proposed 2023-2024 Food Service Contract with Chartwells	Vote	Gregory Wood	10 m
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Prior to the Vote, Mr. Wood, CBO, will lead a discussion on this item.

VI. Closing Items

8:19 PM

A. Adjourn Meeting	Vote	Danielle Malconian	1 m
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