



# El Camino Real Charter High School

## Finance and Investment Board meeting

June 2024 Finance and Investment Board meeting

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### Date and Time

Monday June 17, 2024 at 6:00 PM PDT

### Location

El Camino Real Charter High School - Media Center

5440 Valley Circle Woodland Hills CA 91367

Meeting can also be seen and heard at:

North Campus - 7401 Shoup Ave. West Hills CA 91307

Gregg Solkovits - 2345 El Vista Street Redding, CA 96002

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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.**

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## 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 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](mailto:comment@ecrchs.net), or by calling (818) 595-7500.*

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**Agenda**

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:00 PM</b>
Opening Items			
<b>A.</b> Call the Meeting to Order		Daniela Lopez-Vargas	1 m
<b>B.</b> Record Attendance and Guests		Ryan Guinto	1 m
<b>C.</b> Pledge of Allegiance to the United States of America (USA)		Daniela Lopez-Vargas	1 m

	Purpose	Presenter	Time
(TBD) will lead meeting participants in the Pledge of Allegiance to the United States of America (USA).			
<b>D.</b> Public Comments	Discuss	Daniela Lopez-Vargas	30 m
<b>II. Consent</b>			<b>6:33 PM</b>
<b>A.</b> Approve Minutes of the May 16, 2024, Finance and Investment Committee Meeting	Approve Minutes	Daniela Lopez-Vargas	1 m
<b>III. Investment</b>			<b>6:34 PM</b>
<b>A.</b> May 2024 Investment Update Mr. Gregory Wood, CBO, will present the May 2024, Investment Update.	Discuss	G. Wood	10 m
<b>IV. Finance</b>			<b>6:44 PM</b>
<b>A.</b> May 2024 Financial Update Mr. Gregory Wood, CBO, and Ms. Arleta Ilyas, Director, Accounting and Finance, will present the May, 2024, Financial Update.	Discuss	G. Wood/A. Ilyas	10 m
<b>B.</b> Review and Recommend to the Full Board the May 2024 Check Registers Review of May 2024 check registers for the City National Bank Accounts.	Vote	A. Ilyas / G. Wood	10 m
<b>C.</b> Review and Recommend to the Full Board the May 2024 Credit Card Charges Review the credit card charges for May 2024	Vote	A. Ilyas / G. Wood	10 m
<b>V. School Business</b>			<b>7:14 PM</b>
<b>A.</b> Discussion on the Local Control Accountability Plan (LCAP) 2024-2025 Proposed Goals and Actions Ms. Clark, Administrative Director, will lead a discussion and vote on whether or not to	Vote	Minita Clark	30 m

	Purpose	Presenter	Time	
	recommend that the full Board approve the 2024-2025 LCAP Proposed Goals and Actions.			
<b>B.</b>	Discussion and Vote to Recommend to the Full Board Marketing Budget Proposal	Vote	R. Covarrubias	10 m
	Mr. Covarrubias, Marketing Coordinator, will lead a discussion to recommend the marketing budget proposal for 2024-2025			
<b>C.</b>	Discussion and Vote to Recommend to the Full Board Capital Improvements Budget Proposal	Vote	Ryan Guinto	10 m
	Mr. Guinto will lead the discussion for the Capital Improvement Budget Proposal			
<b>D.</b>	Discussion and Vote to Recommend to the Full Board Technology Budget Proposal	Vote	Ryan Guinto	10 m
	Mr. Guinto will lead the discussion on the Technology Budget Proposal			
<b>E.</b>	Discussion and Vote to Recommend to the Full Board RFP Bid Award for Transportation Services	Vote	Fernando Delgado	10 m
	Mr. Delgado, COO, will lead a discussion on awarding the bid for the Transportation Services RFP.			
<b>F.</b>	Discussion and Vote to Recommend to the Full Board RFP Bid Award for Campus Security Services RFP	Vote	Jason Camp	10 m
	Jason Camp, Administrative Director, will lead the discussion on awarding the Campus Security Services RFP.			
<b>G.</b>	Discussion and Vote to Recommend to the Full Board RFP Bid Award for Public Address (PA) System	Vote	Ryan Guinto	10 m
	Prior to the vote, Ryan Guinto, Director of Technology, will lead the discussion on the RFP Bid Award for Public Address (PA) System			
<b>H.</b>	Discussion and Vote to Recommend to the Full Board 2024-2025 CharterSAFE General Insurance Contract Renewal	Vote	Gregory Wood	10 m
	Mr. Wood, CBO, will lead a discussion prior to the vote to recommend a renewal of the CharterSAFE contract to the full Board.			

	Purpose	Presenter	Time
<b>I.</b> Discussion and Vote to Recommend to the Full Board Substitute Vendor Contract Renewal	Vote	Vania Rodriguez	10 m
Vania Rodriguez, Director of Human Resources, will lead the discussion on the Contract Renewal for Substitute Vendor.			
<b>J.</b> Discussion and Vote to Recommend to the Full Board the Sage Contract for Intervention Support	Vote	Juan Alba	10 m
Prior to the vote, Juan Alba, Administrative Director, will lead the discussion for the Sage Contract for Intervention Support			
<b>K.</b> Discussion and Vote to Recommend to the Full Board the Math and Athletics Instructional Material Account (IMA)	Vote	Math Department and Athletic Director	10 m
Prior to the vote, Math Department and Athletic Director will lead the discussion for the Math and Athletics Instructional Material Account (IMA)			
<b>L.</b> Discussion and Vote to Recommend to the Full Board the 2024-2025 CDE Consolidate Application for Funding	Vote	A. Ilyas / G.Wood	10 m
Prior to the vote, Greg Wood, CBO, and Arleta Ilyas, will lead the discussion on the 2024-2025 CDE Consolidate Application for Funding			
<b>M.</b> Discussion and Vote to Recommend to the Full Board 2024-2025 Budget Approval	Vote	A. Ilyas / G.Wood	30 m
Prior to the vote, Greg Wood and Arleta Ilyas will lead the discussion on the 2024-2025 Budget Approval.			
<b>VI. Closing Items</b>			<b>10:04 PM</b>
<b>A.</b> Adjourn Meeting	Vote	Daniela Lopez-Vargas	1 m