



# El Camino Charter High School

## Board Meeting

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### **Date and Time**

Wednesday October 26, 2016 at 5:00 PM PDT

### **Location**

El Camino Real Charter High School, Anderson Hall, 5440 Valley Circle Blvd, Woodland Hills, CA 91367

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### **REGULAR MEETING**

For board meeting materials, please see Donna Bennett in the school's main office, or contact her at (818) 595-7500 or [do.bennett@ecrchs.net](mailto:do.bennett@ecrchs.net). Some board meeting materials are also posted in the school's website ([www.ecrchs.net](http://www.ecrchs.net)).

### **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 "Oral Communications." "Oral Communications" 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 twenty-five (25) minutes. 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.
  4. When addressing the Board, speakers are requested to state their name and adhere to the time limits set forth.
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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

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 Donna Bennett, office assistant, in person or by calling (818) 595-7500.

## Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:00 PM</b>
<b>A.</b> Record Attendance and Guests		Melanie Horton	2 m
<b>B.</b> Call the Meeting to Order		Jonathan Wasser	2 m
<b>C.</b> Pledge of Allegiance		Odus Caldwell	2 m
<b>D.</b> UTLA Update		David Valenzuela	10 m
<b>E.</b> Public Comment on Non-Agenda Items		Public	25 m
<b>II. Ratifying the Memorandum of Understanding with LAUSD</b>			<b>5:41 PM</b>
<b>A.</b> Ratification of the MOU	Discuss	Jonathan Wasser	10 m
Discuss and possibly ratify the memorandum of understanding with LAUSD.			
<b>B.</b> Discuss Executive Director Transition	Discuss	David Hussey	10 m
David Hussey will discuss the ED transition in accordance with the MOU.			
<b>III. Consent</b>			<b>6:01 PM</b>
<b>A.</b> Review and Vote for the September 16th Special Board Meeting	Approve Minutes	Jonathan Wasser	3 m
Staff recommends approval.			
Approve minutes for Board Meeting on September 16, 2015			
<b>B.</b> Review and Vote September 21st Regular Board Minutes	Approve Minutes	Jonathan Wasser	3 m
Staff recommends approval.			
Approve minutes for Board Meeting on September 21, 2016			
<b>C.</b> Review and Vote October 5th Special Board Minutes	Approve Minutes	Jonathan Wasser	3 m
Staff recommends approval.			
Approve minutes for Board Meeting on October 5, 2016			
<b>D.</b> Review and Vote October 17th Special Board Meeting	Approve Minutes	Jonathan Wasser	3 m
Staff recommends approval.			
Approve minutes for Board Meeting on October 17, 2016			
<b>IV. Governance</b>			<b>6:13 PM</b>
<b>A.</b> Committee Updates	FYI	Jackie Keene	5 m
<b>B.</b> Discuss Upcoming Board Vacancies	Discuss	Jonathan Wasser	10 m
Discussion includes upcoming board member vacancies.			
<b>C.</b> Discuss Process for Board Member Elections	Discuss	Fernando Delgado	15 m

Discuss the process for the board member positions that require voting.

<b>D.</b> Discuss Community Member Nomination Guidelines and Establish Community Member Nomination Committee	Vote	Jonathan Wasser	15 m
<b>E.</b> Discuss and Establish Guidelines for Community Member Vetting	Vote	Jonathan Wasser	10 m
<b>F.</b> Discuss and Establish an Ad Hoc Board Committee for CBO Replacement	Vote	Jonathan Wasser	5 m

This includes candidate interviews, recruitment time period, job description, etc. Current position will be replaced with two other positions (CBO/CFO and Compliance Officer).

<b>G.</b> Discuss and Establish a Board Travel Committee	Vote	Jonathan Wasser	5 m
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The Travel Committee will approve out-of-state travel.

**V. Financials** **7:18 PM**

<b>A.</b> EdTec's July and August Financial Presentation	FYI	EdTec	10 m
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ECR has outsourced accounting to EdTec. It has been with ECR since 2015.

<b>B.</b> Review and Vote 2015-16 Unaudited Actual Financials	Vote	EdTec	5 m
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Staff recommends approval. These financials have already been submitted to LAUSD.

<b>C.</b> Review and Vote July Check Register	Vote	Dean Bennett	5 m
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Staff recommends approval.

<b>D.</b> Review and Vote August Check Register	Vote	Dean Bennett	5 m
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Staff recommends approval.

<b>E.</b> Discuss and Vote on the Transfer of Bank Account Contacts	Vote	Jonathan Wasser	10 m
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Current check signers are David Fehte, David Hussey and Dean Bennett. The current online bank account administrator is Marshall Mayotte.

**VI. School and Policies** **7:53 PM**

<b>A.</b> Update: Executive Director's Report	FYI	David Hussey	10 m
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<b>B.</b> Review and Vote Mathematics Placement Act 2015	Vote	David Hussey	5 m
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Staff recommends approval.

<b>C.</b> Discuss FCMAT Postponement Until After New Fiscal Policies and Staff	Vote	David Hussey	5 m
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Staff recommends approval. FCMAT contacted ECRA on October 20th to delay additional work.

<b>D.</b> Discuss Parking Lot Improvements	Discuss	Eric Wilson	5 m
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<b>E.</b> Discuss Schoolwide Email Policy	Discuss	David Hussey	5 m
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**VII. Personnel Matters** **8:23 PM**

<b>A.</b> Board Review of Comparable Compensation Data for Charter School Directors / CEOs / Superintendents	Discuss	Melanie Horton	20 m
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<b>B.</b> Closed Session	Discuss	Jonathan Wasser	30 m
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- Public Employment
  - Title: Executive Director
- Public Employee Discipline/ Dismissal / Release

Title: Executive Director

<b>C. Reconvene to Open Session</b>	Vote	Jonathan Wasser	1 m
<b>D. Possible Board Approval of Resolution Regarding Executive Compensation</b>	Vote	Jonathan Wasser	5 m
<b>E. Possible Board Approval of Employment Agreement for the Executive Director</b>	Vote	Jonathan Wasser	5 m
<b>F. Approval of Employment of Executive Director</b>	Vote	Jonathan Wasser	5 m

**VIII. Other Business 9:29 PM**

<b>A. Future Agenda Items</b>	Discuss	Jonathan Wasser	5 m
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**IX. Informational Items - No Discussion or Actions Required 9:34 PM**

**A. Proposition 39 Projects FYI**

The Board has been provided several presentations about energy efficiency projects around the campus (e.g. solar, lighting, etc.). Staff would like to move forward to not jeopardize the Prop 39 funds (~\$700K). Eric Wilson will provide a presentation at the November Board Meeting.

**B. English Learner Master Plan Certification FYI**

ECR has an October 28, 2016 deadline to submit ECR's own plan or adopt LAUSD's plan.

Charter Schools are required to timely identify students who are English Learners and provide them with an effective program of English language acquisition that affords meaningful access to the school's academic core curriculum. Instructional plans for students who are English Learners (EL) must be (1) based on sound educational theory; (2) adequately supported with trained teachers and appropriate materials and resources; and (3) periodically evaluated to make sure the program is successful and modified when the program is not successful.

**C. Retiree Benefit Liability Update FYI**

On October 18, 2016, Milliman provided their estimate on the present value of the retirement benefit liability. As of June 30, 2016, their estimate was \$55.2MM (at age 60, the liability is \$51.3MM and at age 62, the liability is 48.7MM). The discount rate used was 5%, which is the targeted investment return in the school's retiree benefit trust.

In addition, from the report, we were able to find the savings we created for LAUSD by taking on the former LAUSD teachers during our first year of operations. The savings generated was \$36.8MM for LAUSD by ECR converting and assuming the liability.

**D. Building & Grounds Outsourcing FYI**

At the August Board Meeting, Board Member Scott Silverstein asked about the cost savings by outsourcing buildings and grounds. This information is still being gathered and will be presented at the November Board Meeting.

**E. EnrichLA FYI**

This non-profit organization is planning to assist ECR in building a garden on campus. The estimated total cost through August 2017 is ~\$18K. The garden can assist the food, Spanish, chemistry and environmental sciences classes. EnrichLA is currently working with 103 gardens in LAUSD schools.

**X. Closing Items 9:34 PM**

<b>A. Adjourn Meeting</b>	Vote	Jonathan Wasser	1 m
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