



El Camino Charter High School

Board Meeting

Amended on November 15, 2016 at 1:17 PM PST

Date and Time

Wednesday November 16, 2016 at 5:00 PM PST

Location

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

REGULAR BOARD 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. Some board meeting materials are also posted in the school's website (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.
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.

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	Duration
I. Opening Items			
A. Record Attendance and Guests		Daniela Vargas	2 m
B. Call the Meeting to Order		Jonathan Wasser	2 m
C. Pledge of Allegiance		Odus Caldwell	2 m
D. Public Comment on Non-Agenda Items		Public	10 m
E. UTLA Update		Jason Kinsella	5 m
F. Update and Discuss Recent School Events	Discuss	David Hussey	10 m
II. Consent			
A. Review and Vote on the November 10th Special Board Meeting Minutes	Approve Minutes	Jonathan Wasser	5 m
III. Governance			
A. Committee Updates	FYI	Jackie Keene	5 m
B. Discuss and Vote the Removal of Alex Placencio as Community Board Representative	Vote	Jonathan Wasser	5 m
Alex Placencio term began July 1, 2016. He has not attended any meetings for personal reasons.			
C. Discuss Upcoming Board Elections	Discuss	Jonathan Wasser	10 m
ECR has the following upcoming elections:			
<ul style="list-style-type: none"> • 1 Community Representative (November) • 1 Parent Representative (November) • 1 Teacher Representative (November) • 1 Community Member appointed by LAUSD (November) • 1 Community Representative (December) • 1 Classified Representative (January) • 1 Community Representative (TBD) 			
D. Discuss Board Position Election Process	Discuss	Fernando Delgado	10 m
Discussion will include:			
<ul style="list-style-type: none"> • The voting window for candidates (Parent & Teacher Representatives) 			

- The online voting process
- Any security and transparency issues

E. Board Candidate(s) Introductions and Presentations	FYI	Jonathan Wasser	10 m
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The ECR Board will introduce candidates for the following upcoming Board Member vacancies:

- 1 Community Representative
- 1 Parent Representative
- 1 Teacher Representative

F. Discuss and Vote Regular Board Meeting Calendar Time and Date Changes	Vote	Jonathan Wasser	10 m
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G. Board Member Recognition	FYI	Jonathan Wasser	10 m
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Recognize the service to ECR's Board for the resigning Parent Representative (Jackie Keene) and the Teacher Representative (Odus Caldwell).

IV. Financial

A. EdTec's September Financial Presentation	FYI	EdTec	10 m
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Presentation includes updates of the California education funding bills and the school's financial status.

EdTec is ECR's back office accounting provider.

B. Review and Vote on the September Check Register	Vote	Dean Bennett	5 m
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C. Discuss Increasing Retiree Benefit Contributions	Discuss	Melanie Horton	10 m
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On October 18, 2016, Milliman (consulting actuarial provider) provided their estimate on the present value of the retiree health benefit liability. As of June 30, 2016, their conservative estimate was \$55.2MM based on earliest eligibility. 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.

As of November 10th, there is \$3.3MM with \$100K per month transfers into the Retiree Benefits Trust.

D. Discuss and Vote Applying American Express Reward Points to Credit Card Balance	Vote	Melanie Horton	5 m
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ECR has ~\$7K in reward points that could be applied to the credit card balance.

E. Business Updates	FYI	Melanie Horton	10 m
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- Update status on bank and credit card accounts.

V. School and Policies

A. Update: Executive Director's Report	FYI	David Hussey	10 m
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B. Discuss and Vote the Authorization to Use a Professional Recruitment Firm for CBO and CCO Positions	Vote	David Hussey	10 m
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A Board Committee will be created for the professional recruitment firm selection. The Executive Director and a Board Committee will select the final professional recruitment firm, and pay the associated fees, to find candidates for the Chief Business Officer and the Chief Compliance Officer positions.

VI. Other Business

A. Closed Session	Vote	Jonathan Wasser	30 m
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Public Employee Discipline/Dismissal/Release

VII. Board Member Reports

A. Reconvene to Open Session	Vote	Jonathan Wasser	1 m
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VIII. Non-Voting and Non-Discussion Notes

A. Relay for Life	FYI
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Teacher Jinal Hicks is working with students to coordinate Relay for Life at ECR. The students will write checks, or process online donations through the American Cancer Society. Relay for Life will cover custodial costs at the night of the event.

IX. Closing Items

A. Adjourn Meeting	Vote	Jonathan Wasser	2 m
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