



# El Camino Real Charter High School

## Special Board Meeting

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### Date and Time

Friday June 30, 2023 at 1:00 PM PDT

### Location

Grieb (Little) Theater

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

**Agenda**

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>1:00 PM</b>
Opening Items			
<b>A.</b> Call the Meeting to Order		Brad Wright	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)		David Hussey	1 m
<b>D.</b> Public Comments		Public	30 m
<b>NOTE:</b> 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.			
<b>E.</b> Board Comments		Brad Wright	10 m
<b>II. School Business</b>			<b>1:43 PM</b>

	Purpose	Presenter	Time
<b>A.</b> Discuss and Vote on Updating Title/Positions and Management Salary Table	Vote	David Hussey	20 m

Prior to the vote, Mr. Hussey, Executive Director, will lead the discussion on the proposed update on Title/Positions to the management salary table:

- Chief Academic Officer
- Chief Operations Officer
- Director of Human Resources

**III. Governance 2:03 PM**

<b>A.</b> Discussion and Vote on Proposed 2023-2024 ECRA Board Meeting Calendar	Vote	Brad Wright	5 m
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Board will discuss and vote on proposed 2023-2024 ECRA Board Meeting Calendar, as follows:

Regular Board Meeting Dates/times/locations

- August 24, 2023
- September 28, 2023
- October 26, 2023
- November 16, 2023
- December 21, 2023
- January 25, 2024
- February 22, 2024
- March 21, 2024
- April 25, 2024
- May 23, 2024
- June 27, 2024

<b>B.</b> Discussion and possible vote to disaffiliate with Friends of ECR.	Vote	Brad Wright	30 m
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Prior to the vote, The Board will discuss the disaffiliation with Friends of ECR.

**IV. Closing Items 2:38 PM**

	Purpose	Presenter	Time
<b>A.</b> Adjourn Meeting	Vote	Brad Wright	1 m

# Coversheet

## Discuss and Vote on Updating Title/Positions and Management Salary Table

**Section:** II. School Business  
**Item:** A. Discuss and Vote on Updating Title/Positions and Management Salary Table  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** ECRA Management Salary Table-2023-2024 v06.30.23.pdf  
ECRA Executive Salary Table-2023-2024 v06.30.23.pdf

## ECRA Management Salary Table 2023-24

**Table Increase 2% effective 7/01/23**

Job Title (Days)	Steps				
	1	2	3	4	5
Manager, Human Resources (249)	\$ 73,142.60	\$ 77,348.10	\$ 81,549.84	\$ 86,193.89	\$ 90,910.38
Payroll Specialist (260)	\$ 76,373.40	\$ 80,764.00	\$ 85,151.83	\$ 90,001.02	\$ 94,926.41
Marketing and Communications Outreach Coordinator	\$ 76,850.07	\$ 78,387.05	\$ 79,954.10	\$ 81,552.30	\$ 83,265.43
Plant Manager, Buildings & Grounds (260)	\$ 80,738.68	\$ 82,353.43	\$ 83,999.78	\$ 85,678.85	\$ 87,478.66
Manager, Accounting & Finance (260)	\$ 85,746.20	\$ 90,556.60	\$ 95,558.19	\$ 101,001.75	\$ 106,578.33
Manager, Network Analyst (260)	\$ 85,746.20	\$ 90,556.60	\$ 95,558.19	\$ 101,001.75	\$ 106,578.33
Payroll Manager (260)	\$ 94,806.67	\$ 99,547.00	\$ 104,524.35	\$ 109,750.57	\$ 115,238.10
Manager, Information Systems (260)	\$ 94,806.67	\$ 99,547.00	\$ 104,524.35	\$ 109,750.57	\$ 115,238.10
Director, Human Resources (260)	\$ 101,960.51	\$ 107,519.07	\$ 113,612.43	\$ 120,071.56	\$ 126,817.47
Director, Accounting & Finance (260)	\$ 101,960.51	\$ 107,519.07	\$ 113,612.43	\$ 120,071.56	\$ 126,817.47
Director, STEAM and Sustainability (249)	\$ 97,647.16	\$ 102,970.88	\$ 108,806.85	\$ 114,992.64	\$ 121,453.31
Director, Student & Teacher Technology (260)	\$ 109,025.96	\$ 115,199.89	\$ 121,713.71	\$ 128,607.01	\$ 135,838.82

**Differentials**

Master's	3,000
PhD	5,000

**ECRA Executive Salary Table  
2023-2024**

**Table Increase 2% effective 7/01/23**

Job Title	Steps				
	1	2	3	4	5
<b>Executive Director</b>	\$ 207,292.63	\$ 215,651.20	\$222,895.30	\$231,253.87	\$239,612.44
<b>Chief Business Officer</b>	\$ 187,232.05	\$ 190,976.26	\$194,795.49	\$198,691.87	\$202,666.48
<b>Chief Operating Officer</b>	\$ 155,000.00	\$ 162,750.00	\$170,887.50	\$179,431.88	\$188,403.47
<b>Chief Academic Officer</b>	\$ 160,000.00	\$ 163,200.00	\$166,464.00	\$169,793.28	\$173,189.15

**Differentials**

Bi-Lingual	\$	3,000
Master's	\$	5,000
MBA	\$	8,000
Doctorate	\$	10,000

**All Executives have a 260 day Work Year**

**Note: The Board determines compensation of Executive Director and Chief Business Officer**



## Coversheet

Discussion and possible vote to disaffiliate with Friends of ECR.

**Section:** III. Governance  
**Item:** B. Discussion and possible vote to disaffiliate with Friends of ECR.  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Disaffiliation from Friends of ECR.pdf

## El Camino Real Charter High School

### Board Resolution #2022/23- June 30<sup>th</sup>, 2023

WHEREAS, there have been allegations of irregularities involving **Friends of ECR**; and

WHEREAS, these allegations include failure to file tax returns on a timely basis; and

WHEREAS, these allegations include restricting eligibility for election to leadership positions to individuals who currently serve in leadership positions on **Friends of ECR**; and

WHEREAS, these allegations include awarding scholarships to relatives of **Friends of ECR** officers; and

WHEREAS, the Board desires to ensure that the School avoids even the appearance of impropriety not only with its own operations but also with other parties that utilize its name for fundraising purposes such as the Friends of ECR in order that future fundraising efforts remain fruitful; and

WHEREAS, the Board has attempted to ascertain the legitimacy of these allegations by requesting information from **Friends of ECR**; and

WHEREAS, **Friends of ECR** has failed to provide all of the requested information; and

WHEREAS, we do not know whether the allegation are true, but the failure of **Friends of ECR** to provide complete responses has deepened our concerns that the allegations may have at least some merit; and

WHEREAS, even if they do not have merit, it is important to El Camino Real Charter High School that organizations affiliated with it be transparent in all aspects of their operations and responsive to requests from the administration in order to promote trust with members of the school community; NOW THEREFORE BE IT

RESOLVED, that effective immediately, El Camino Real Charter High School disaffiliates from **Friends of ECR**, which includes the following:

1. The administration is authorized to retain the services of a licensed third party investigator to investigate all allegations of impropriety including fundraising and spending by **Friends of ECR**; and
2. The administration will immediately terminate **Friends of ECR's** access to school facilities except such access as may be legally required under the Civic Center Act; and
3. The administration will immediately terminate **Friends of ECR's** access to the School's email, website, bulletin boards and other means of communication with members of the school community; and

4. The administration will announce on the website that the Board and School have disaffiliated from **Friends of ECR** and that **Friends of ECR** has no authority to represent the School or engage in fundraising on behalf of the School; and
5. The administration will direct the officers and Board members of **Friends of ECR** to cease and desist from using the School's name and logo in any communications, internally and externally, including but not limited to any correspondence **from Friends of ECR** or on the website of **Friends of ECR**. and
6. The administration will send correspondence to stakeholders (including employees and parents) that the Board and School have disaffiliated from **Friends of ECR** and that **Friends of ECR** has no authority to represent the School or engage in fundraising on behalf of the School; and
7. If the licensed third party investigator's report reveals wrongdoing, the administration will promptly report the investigator's findings to the appropriate legal authorities.

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