APPROVED

El Camino Real Charter High School

Minutes

Board Meeting

Date and Time
Wednesday March 15, 2017 at 5:00 PM

Location
El Camino Real Charter High School, Library, 5440 Valley Circle Boulevard, Woodland Hills, CA 91367

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 (http://ecrchs.net/ecr-board/).

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.

Directors Present
Beatriz Chen, Darin Ryburn, Diane Wynne, Jonathan Wasser, Julie Kornack, Scott Silverstein, Steve Cohen, Steven Kofahl

Directors Absent
None

Guests Present
Daniel Chang, David Hussey, Tiffany Tran

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Jonathan Wasser called a meeting of the board of directors of El Camino Real Charter High School to order on Wednesday Mar 15, 2017 at 5:06 PM.

C. MOMENT OF SILENCE

A moment of silence was observed for the passing of Robert Weinberg.

D. Pledge of Allegiance

E. Public Comments

Heather Knight (Social Studies Teacher & Department Chair) spoke on Executive Director evaluation and accountability.
Beth Corbett (English teacher and chair advisor, 15 years as a teacher here) spoke on Executive Director evaluation and school climate.
Carlos Monroy (teacher) spoke on Executive Director evaluation and change.
NAEROK also spoke. There was nothing unusual or alarming found during initial demolition. There is a meeting tomorrow with the planning committee, which will be the final meeting with ECRCHS before they finalize their designs and take it to the City, which they hope to do by Wednesday or Thursday of next week. Once they get to plan check, they will be able to present the next step to the Board.
One final public comment - questioned whether LAUSD should be required to pay to bring us ADA compliant, since we took over LAUSD's property.

F. Executive Director Update

Road to Your Future program started again, where professionals from the community are invited to talk to the students, to help them get ready for careers even before college.
Mr. Hussey went to the Woodland Hills Homeowners Organizations, and also to the Wings Over Wendy's, and met some World War II veterans there. They offered to come speak at the school. Mr. Hussey emailed the teachers to see who was interested in having some of them come to their classes. Many teachers responded favorably.
New tardy system implemented. There are hundreds of students who are late for first period, and if a student gets 5 tardies they get detention.
There was an expression of interest in forming a Charter Advisory Committee, with teachers, an administrator, and possibly a student on the Committee as well. The Committee will report to the Executive Director in an advisory nature and will monitor the Board's compliance with the Charter. That Committee will be formed in the near future.

G. UTLA Update

The school and UTLA are going to the bargaining table on March 27, 2017, the areas to discuss are the grievance article, hours worked article, and compensation and benefits. Contract language brought to the Board will have been after both sides agree and the teachers have voted and agreed. The bargaining team for UTLA will be 5 representatives and someone from the UTLA chapter. UTLA Chapter chair elections coming up at the end of the month. If Mr. Kinsella is not re-elected, the new chair will start July 1st.

H. PRESENTATION BY THE VILLAGE NATION

Dr. Watts gave a PowerPoint presentation showing Student Outcomes, and Student Reflections. Lorenzo Ross is a senior, read a prepared statement. Chris Frias also read her prepared statement. Fluke Fluker spoke and read the written statement of a former student who is currently a law student at Pepperdine University.
Village Nation is now in its 3rd year here.

I. Committee Updates

Audit and Finance Committee - nothing done yet from a concrete position as everyone felt that a CBO was needed to work with the Committee. It will issue a Request for Proposal, and a Special Meeting will be required to vote on the audit company recommended.

II. Consent

A. Review and Vote on February 15, 2017 Regular Board Meeting Minutes

Darin Ryburn made a motion to approve minutes Board Meeting on 02-15-17.
Julie Kornack seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Jonathan Wasser	Aye
Scott Silverstein	Aye
Darin Ryburn	Abstain
Beatriz Chen	Aye
Diane Wynne	Aye
Steven Kofahl	Aye
Steve Cohen	Aye
Julie Kornack	Aye

B. Review and Vote on February 27, 2017 Special Board Meeting Minutes

Darin Ryburn made a motion to approve minutes SPECIAL BOARD MEETING on 02-27-17.
Diane Wynne seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Steven Kofahl	Abstain
Diane Wynne	Aye
Scott Silverstein	Aye
Julie Kornack	Aye
Beatriz Chen	Aye
Jonathan Wasser	Aye
Darin Ryburn	Aye

Roll Call

Steve Cohen	Aye

III. Governance

A. APPROVE CCO JOB DESCRIPTION TO SUBMIT AS REVISION TO CHARTER

Diane Wynne made a motion to approve the CCO job description to submit to LAUSD.
Beatriz Chen seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Scott Silverstein	Aye
Jonathan Wasser	Aye
Beatriz Chen	Aye
Diane Wynne	Aye
Darin Ryburn	Aye
Steven Kofahl	Aye
Julie Kornack	Aye
Steve Cohen	Aye

B. Committee Report on Executive Director Evaluation and Recommendation

Mr. Wasser moved to table this to next meeting, as there were a variety of factors creating confusion for various stakeholders and that waiting to the next meeting would still allow enough time, but would provide transparency through education, review and discussion of issues. Ms. Kornack expressed that she does not understand why it would be tabled, particularly given the time constraints that we have, and also stated her belief that the Committee had discussed the matter and was ready to make the recommendation. Mr. Ryburn expressed concern as well about the importance of moving the matter along in a timely manner.
Mr. Silverstein noted that the Ad Hoc Committee was making the (non-unanimous) recommendation to approve Mr. Hussey as Executive Director.

C. VOTE ON EXECUTIVE DIRECTOR EVALUATION

Steven Kofahl made a motion to table this item to next Board meeting in April.
Darin Ryburn seconded the motion.
The motion did not carry.
Diane Wynne made a motion to accept the Ad Hoc Committee's recommendation and offer current Executive Director David Hussey a new contract.
Scott Silverstein seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Steve Cohen	Aye
Steven Kofahl	Aye

Roll Call

Beatriz Chen	Aye
Jonathan Wasser	Aye
Darin Ryburn	No
Scott Silverstein	Aye
Diane Wynne	Aye
Julie Kornack	No

D. REVIEW AND VOTE ON LAUSD CHARTER TRANSPARENCY RESOLUTION

Steve Cohen made a motion to adopt the LAUSD's Charter Transparency Resolution.
Steven Kofahl seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Julie Kornack	Aye
Beatriz Chen	Aye
Darin Ryburn	Aye
Jonathan Wasser	Aye
Steve Cohen	Aye
Scott Silverstein	Aye
Steven Kofahl	Aye
Diane Wynne	Aye

E. Review and approve Certification of Board Compliance Review

Diane Wynne made a motion to approve Certification of Board Compliance Review.
Steve Cohen seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. School Business

A. Board Election Update

The Board vacancies were posted on the school's website, and will stay open until March 31st. Mailers will be sent to parents of alumni, and the vacancies will also be advertised on Facebook and Daily News. The schedule was agreed to at the prior Board meeting.

B. Update on Technology

1. Aging computers - there are about 84 laptop that are more than 4 years old, and about 230 desktops that are 5 years old. Best way to refresh may be to start with laptops since there are less of them. New laptops will be about $85K. A desktop refresh can be by buildings (A, B, C, etc.). Because the computer lab is in A building, A building alone would be about 140 desktops.
2. ETA on the new equipment purchased is about 3 weeks, which would bring them in right before Spring Break. Have to prepare contingency if LAUSD decides to pull their wiring before the testing.

C. SET UP SCOPE OF WORK FOR A TRAFFIC STUDY

Worked with a traffic mitigation company (Iteris) to conduct a traffic study, but need to come up with language for RFP. Items:
1. Existing conditions assessment;
2. Two field visits, morning and afternoon;
3. New mid-block crossings;
The total cost will be $17K - $24K from Iteris, but wants to send an RFP to see if there is a lower bid.

D. DISCUSS ADDITIONAL OPPORTUNITIES TO REACH OUT TO THE COMMUNITY THROUGH THE VARIOUS STAKEHOLDER GROUP

Tabled for discussion at next meeting.

E. DISCUSS ADVANCING TECHNOLOGY

Tabled for discussion at next meeting.

V. Financial

A. Discuss Allocation of Resources and Strategies to Enhance Communication of Available Resources

Item is removed.

B. Review and Vote on January Check Registers

Julie Kornack made a motion to table review of the check register.
Darin Ryburn seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. JANUARY 2017 FINANCIAL UPDATE

Chang Patel of EdTec went over the January 2017 financials. Note the technology update is not in the financials as it is a new, non-budgeted item. Projected revenue for the Shoup property are not included, but expenses are included in the financials. There is a potential budgeted shortfall if the material revision is not approved and the school is still capped at 3,600.
Ms. Patel also presented the 2nd Interim Financials for review and discussion.

D. Discuss Stipend for Human Resource Certifications

Tabled for discussion on next regular meeting.

E. Discuss and vote on renewal of $5 million Line of Credit with Hanmi Bank

Darin Ryburn made a motion to approve renewal of line of credit with Hanmi Bank, with two signatories on all documents, Executive Director David Hussey and Chief Compliance Officer Daniel Chang.
Steven Kofahl seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Jonathan Wasser	Aye
Julie Kornack	Aye
Beatriz Chen	Aye
Steven Kofahl	Aye
Scott Silverstein	Aye
Steve Cohen	Aye
Diane Wynne	Aye
Darin Ryburn	Aye

F. Discuss and vote on modification to College Readiness Block Grant Budget

Darin Ryburn made a motion to modify the College Readiness Block Grant Budget.
Steve Cohen seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Jonathan Wasser	Aye
Steven Kofahl	Aye
Beatriz Chen	Aye
Julie Kornack	Aye
Scott Silverstein	Aye
Diane Wynne	Aye
Steve Cohen	Aye
Darin Ryburn	Aye

G. Discuss and Vote on OpTerra's Proposals for Use of Prop 39 Funds

Tony Lumino of OpTerra presented the new recommended projects. Solar was removed for now. Transformers were also removed to comply with LAUSD policies, and because changing them in compliance with LAUSD's new policies would require oversight by the Division of State Architects, which would cause substantial delays and increase costs. The new proposal, absent these items removed, has the same prices except for the Lighting - Interior Fixture Retrofit, because of the need to be ADA compliant, the price has increased by about $157K.
Darin Ryburn made a motion to table the vote until we comply with the procurement process, including posting of public notice.
Diane Wynne seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Jonathan Wasser	Aye

Roll Call

Darin Ryburn	Aye
Diane Wynne	Aye
Steve Cohen	Aye
Steven Kofahl	Aye
Julie Kornack	Aye
Beatriz Chen	Aye
Scott Silverstein	Aye

H. DISCUSS AND VOTE ON AUDITOR

Motion is withdrawn.

VI. Closing Items

A. Adjourn Meeting

Steven Kofahl made a motion to adjourn the meeting.
Beatriz Chen seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:40 PM.

Respectfully Submitted,
Daniel Chang