APPROVED

El Camino Real Charter High School

Minutes

Board Meeting

Date and Time
Thursday January 18, 2018 at 4:30 PM

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

BOARD MEETING

For board 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 (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 Daniel Chang, in person, by email at d.chang@ecrchs.net, or by calling (818) 595-7537.

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

Directors Absent
Lisa Crosthwait

Guests Present
Alan Darby, Daniel Chang, David Hussey

I. Opening Items

A. 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 Thursday Jan 18, 2018 at 4:37 PM.

B. Record Attendance and Guests

C. Pledge of Allegiance

D. Public Comments

Amber Helton, student, spoke regarding a non-Agenda item regarding an issue with the aquatics team not having a pool in which to practice. Mr. Hussey advised that he would follow up with this.

E. Executive Director Update

Introduced Rebeca Rodriguez, the Director of Marketing. Ms. Rodriguez spoke about revamping the format of the school's weekly newsletter, and creating banners to be placed around the school.
Advised that we have been working with Charter Schools Division for months to try to get access to their SafeSchools program (LAUSD denied access to all charter schools). He will email CSD to get help, and cc Mr. Ryburn and Mr. Takeguma on the email.
We have three new intervention coordinators: Ms. Endres to work with the Latino community; and Mr. Camp and Ms. Hur as the overall intervention coordinators. They are part of the intervention group along with Mr. Fluker as the African-American community coordinator, along with Ms. Ring and Mr. Hussey. They are working to get students A-G compliant to get all students college-ready.
Phil Martin was a long time Youth Services employee, but he is moving out of state. As a result, Mr. Kingery, who is in charge of Youth Services, wanted to hire Stephanie Hussey for the position, which requires someone to be at school on Saturdays and Sundays.
He is working with Ms. Ring on closing the achievement gap through SBAC testing.
Steve Cohen, former Board member, has offered to put a pizza truck on campus. This would be a fundraising opportunity, selling only after school.
The Environmental Club is going to communicate with Mr. Bennett to start the recycling program.
Collective bargaining dates have been set for January 23rd and 30th.

F. UTLA Update

There was no UTLA update.

G. Committee Reports/Updates

Executive Director Evaluation Committee - will be discussed during closed session.
Safety Committee - the committee is looking into the traffic study.
Tech Committee - Ms. Chen asked what the goals of the Board are in terms of the 1 to 1 laptop program. Mr. Delgado has explored multiple options, but wanted Board input to get guidance on planning and the long-term vision. Ms. Chen noted that Granada and Palisades have implemented a 1 to 1 program, and we should keep up with schools in the area. The school is considering use of Canvas, a Learning Management System, to help with the learning. Teacher Anita Gruen gave a demonstration of how she uses Canvas in her personal finance class.

II. Consent

A. Approve Minutes of December 14, 2017 Board Meeting

Darin Ryburn made a motion to approve minutes from the Board Meeting on 12-14-17 Board Meeting on 12-14-17.
Scott Silverstein seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Financial

A. Review and Vote on November 2017 Check Registers

Mr. Kofahl identified that some of the check items did not contain sufficient information and breakdown. Business Office will provide a further breakdown.
Mr. Silverstein questioned the cost of bus transportation, which seems high, but this may also be an issue with the breakdown. Mr. Darby advised that he is looking into this in detail.
Steven Kofahl made a motion to approve the November 2017 check register.
Bruce Takeguma seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. November 2017 Financial Update

Revenues are slightly higher than forecasted budget, primarily due to LCFF. Expenses are also slightly higher than forecast, primarily due to stipends. The result is an overall slight net gain.
For the Cash Flow report, Mr. Silverstein requested to be shown a comparison versus prior years. Ms. Frantz indicated EdTec could do this, but noted that the Shoup property expense and the contributions to lifetime benefits would make a significant difference in current report versus prior years.
The 2017-18 Balance Sheet reflects a total negative amount because liabilities always occur heavily at the start of the school year, while revenue is received more towards the latter part of the school year. And the decrease from the cash balance of $11M as of 6/30/17 is primarily due to the lifetime benefits contributions, Shoup, and the difference in expenses vs. income.

C. Review and Approve Use Of One-Time Mandated Funds

We will be receiving $498,929 in 3 separate payments, the first of which should be coming sometime in January. The vote is to just accept these funds. Mr. Ryburn questioned whether a portion of this could be used for the 1 to 1 laptops. Ms. Frantz noted that this money is already included in the financial forecast, so if we use the money for something that is not itemized, it will result in a decrease in the forecast.
Steven Kofahl made a motion to approve accepting the one-time mandated funds.

Bruce Takeguma seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Bruce Takeguma	Aye
Lisa Crosthwait	Absent
Steven Kofahl	Aye
Diane Wynne	Aye
Scott Silverstein	Aye
Darin Ryburn	Aye
Jonathan Wasser	Aye
Beatriz Chen	Aye
Julie Kornack	Aye

IV. School Business

A. Update on Closing the Achievement Gap

Ms. Ring advised that a learning lab (a study skills resource class) was opened for EL students who are failing their core classes, with an NBC teacher leading that. We are in the second round of period 7 math support for students who are failing algebra or geometry class as of the 20th week. If they have a C or better at the 10 week mark, they do not have to return, otherwise they will continue. They have 112 students, with 5 math teachers and 10-15 tutors helping them out.
They have another period 7 English class for EL students receiving a D or fail in their English class. There are 21 students in the class, with an NBC teacher overseeing that with the assistance of a bilingual aide. The 7th period classes do interfere with after-school athletics; most coaches said these students could go to 7th period class and then come back after.
They also have a bridge program to help incoming 9th graders who did not do well in middle school, there are 40 kids in this program, and all but 2 passed all their classes. Seeking to increase enrollment in SAT and ACT, and to increase awareness of A-G. Mr. Hussey noted that any changes in A-G would not be noticeable for a couple of years.

B. Discuss and Possible Action on Proposed New School Dress Code

Mr. Lerma asked that the Board provide guidance as to how they wish to proceed with the dress code. Noted that the proposed dress code is not punitive, it is corrective. The new code would not include any different corrective actions now, but that it will be integrated starting this semester, and then enforcement can be started next year. Based on data and stakeholder and student feedback, the policy can be further revised or amended.
Ms. Kornack questioned the inclusion of the specific language identifying body parts, believes it would be derided by students. Also questioned whether the consequences for violating the dress code would potentially cause a student to miss class and/or be humiliated. Asked if there was a way for consequences to be less disruptive and promote

more of the intended purpose of teaching the students to respect the school and each other more.
Mr. Lerma noted that they have yet to come up with what the final consequences would be for violations, they want to bring that to the Board. Mr. Wasser stated that this issue should be revisited before the start of the new school year, when additional data is available after testing it out this semester.
The Board asked that the specific body parts listed in 1.c) be deleted.
Jonathan Wasser made a motion to approve the new dress code, with the deletion of the language in 1.c) specifying body parts, with the understanding that the policy will be revisited in April and not formally enforced until then.
Diane Wynne seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Diane Wynne	Aye
Darin Ryburn	No
Jonathan Wasser	Aye
Scott Silverstein	Aye
Beatriz Chen	Aye
Lisa Crosthwait	Absent
Bruce Takeguma	Aye
Julie Kornack	No
Steven Kofahl	Aye

C. Tech Update

Tech update was provided during the committee notes.

D. Review and Approval of 2016-17 School Accountability Report Card

The information was pulled from AERIES or CalPADS.
Mr. Ryburn questioned why the Career Technical Education information on page 17 shows that 0% of those participating earned a high school diploma. Mr. Hussey explained this was because we do not have a fully developed CTE program, but we do have some classes.
Mr. Ryburn also expressed concern with the increase in dropout rate and the decrease in the graduation rate, as reflected on page 19, particularly as this is contrary to the trends in the State. Mr. Hussey noted that we are a cohort school, so if a student leaves El Camino and doesn't check in at another school, it's considered a dropout. Also, because our alternative education student population has increased, we have a lot of students who are here for 5 years instead of 4 years, and since the 5th year does not register that is considered a dropout.
Darin Ryburn made a motion to approve the 2016-17 School Accountability Report Card.
Steven Kofahl seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Governance

A. Announcement of Upcoming Board Positions

Two Board terms are expiring on June 30, 2018: the Community position currently held by Beatriz Chen; and the Classified position currently held by Diane Wynne. Mr. Wasser noted that advertisement should be started in February, directed by the Marketing Director.

VI. Reconvene to Open Session

A. Report of Actions Taken In Closed Session, If Any

There were no actions taken during closed session.

VII. Closing Items

A. Adjourn Meeting

Diane Wynne 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 8:00 PM.

Respectfully Submitted,
Daniel Chang