



# El Camino Real Charter High School

## Minutes

### Regular Board Meeting

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#### Date and Time

Thursday June 6, 2019 at 5:00 PM

#### Location

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

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#### REGULAR 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 on the school's website (<https://ecrchs.net> - click the ECR Board tab).

#### 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 "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 three (3) 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 have 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 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. 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 have 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.

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](mailto:d.chang@ecrchs.net), or by calling (818) 595-7537.*

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#### **Directors Present**

Beatriz Chen, Brian Archibald, Gregory Basile, Lisa Crosthwait, Scott Silverstein, Steven Kofahl

#### **Directors Absent**

Darin Ryburn, Kenneth Lee

#### **Guests Present**

Alan Darby, Daniel Chang, David Hussey

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### **I. Opening Items**

#### **A.**

### **Call the Meeting to Order**

Scott Silverstein called a meeting of the board of directors of El Camino Real Charter High School to order on Thursday Jun 6, 2019 at 5:00 PM.

### **B. Record Attendance and Guests**

### **C. Pledge of Allegiance**

### **D. Public Comments**

There were no public comments.

## **II. Consent**

### **A. Approve Minutes of May 23, 2019 Board Meeting**

Beatriz Chen made a motion to approve minutes from the Regular Board Meeting on 05-23-19 Regular Board Meeting on 05-23-19.

Brian Archibald seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **III. School Business**

### **A. Discuss and Possible Approval of Annual Update to Local Control Accountability Plan**

Mr. Silverstein noted that the Board met in an open meeting yesterday and discussed the Annual Update to the Local Control and Accountability Plan.

Mr. Kofahl noted that he had some grammatical changes he would like to suggest that would help it read better, but no substantive changes.

Brian Archibald made a motion to approve the Annual Update to the Local Control and Accountability Plan, with the grammatical changes to be made as suggested by Mr. Kofahl.

Gregory Basile seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **B. Discuss and Possible Approval of 2019-2020 Budget**

Mr. Archibald asked Mr. Hussey if he was comfortable with the projected ADA of 3,284; Mr. Hussey indicated that he was confident our ADA would be at or higher than that this next year.

Mr. Darby noted that there was one change that should be reflected, which is to reduce the non-instructional consultants by \$25,000.

Mr. Darby also noted that we lost 50% of our foreign exchange students. Mr. Hussey stated that he was advised by the agencies that supply us with students that they cannot find enough students to send; one agency closed entirely.

Mr. Silverstein asked how we reduced Books and Supplies by over \$1M; Mr. Darby noted that we order textbooks in cycles, and we recently ordered a significant amount of books.

Mr. Basile asked whether we spent more in operating income than what was forecasted; Mr. Darby noted that our operating expenses were more than projected, and last year we spent less. For the 1:1 laptops, our expense should go down in the next couple years as we go to all 4 year leases.

Mr. Archibald noted that the Finance Committee has discussed doing the budget by department, and the Business Office will ensure that deviations from budget will be held in check.

Mr. Silverstein asked whether CalSTRS or CalPERS can ask for more money for the employer contribution. Mr. Hussey noted that any changes would have to be approved by state action.

Ms. Crosthwait asked how many teachers retired; it was noted there were 5 teachers and 1 classified staff member who retired. The 5 retiring teachers will be replaced, and we may not replace the retiring classified staff member at this time. We would seek to replace the retiring teachers with teachers who are experienced, so there may not be a significant change in overall compensation. Mr. Darby noted that the overall salary number was kept consistent. And we are hiring 3 new teachers for the North Campus.

Ms. Crosthwait asked if the number of NBC teachers are increasing; Mr. Hussey stated no. However, the budget shows an almost 50% increase in the NBC Stipend being paid as compared to last year. Susan Kim noted that what may have happened last year is that some of the NBC teachers did not receive their full compensation for not having turned in all their hours; the number in the budget appears closer to being accurate. Ms. Kim also noted that we are given funds from the National Board Certification program.

Brian Archibald made a motion to approve the 2019-2020 budget with the reduction of the non-instructional consultants by \$25,000.

Gregory Basile seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **C. Discuss and Possible Approval of Revised Classified Management Salary Table**

This matter is tabled.

#### **D. Discuss and Possible Vote on Increase in AEGIS Service Agreement Rate**

Mr. Chang noted that the contract with AEGIS, our security company, allows them to increase their hourly rates they charge if minimum wage went up. Since the contract was signed in 2017, minimum wage has gone up once to \$13.25, and will go up to \$14.25 on July 1, 2019, an increase of \$2.25 an hour since 2017.

Mr. Archibald asked if the projected increase in cost is reflected in the budget; Mr. Darby stated that it was, and that the projected difference is about \$20,000.

Gregory Basile made a motion to approve the AEGIS rate increase starting July 1, 2019. Steven Kofahl seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### IV. Closing Items

##### A. Adjourn Meeting

Brian Archibald made a motion to adjourn the meeting.

Gregory Basile 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 5:36 PM.

Respectfully Submitted,  
Daniel Chang