APPROVED

El Camino Real Charter High School

Minutes

Emergency Board Meeting

Date and Time
Friday March 13, 2020 at 12:00 PM

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

EMERGENCY 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 (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 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.

TELECONFERENCE LOCATIONS

Teleconferencing will be available at the following locations:

ECR College & Career Independent Study Program
7401 Shoup Avenue
West Hills, California

Members of the public attending a meeting conducted via teleconference do not need to give their name when entering the conference call.

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 (remote), Brian Archibald (remote), Darin Ryburn (remote), Kenneth Lee (remote), Scott Silverstein, Steven Kofahl

Directors Absent
Gregory Basile, Jeff Davis

Directors who arrived after the meeting opened
Steven Kofahl

Guests Present
Daniel Chang, David Hussey

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 Friday Mar 13, 2020 at 12:04 PM.

B. Record Attendance and Guests

C. Pledge of Allegiance

David Hussey led the Pledge of Allegiance.

D. Public Comments

There were no public comments on non-agenda items.

II. School Business

A. Circumstances for Holding an Emergency Meeting

Brian Archibald made a motion to approve that an emergency situation eists.
Beatriz Chen seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Scott Silverstein	Aye
Brian Archibald	Aye
Gregory Basile	Absent
Beatriz Chen	Aye
Jeff Davis	Absent
Steven Kofahl	Absent
John Perez	Absent
Kenneth Lee	Aye
Darin Ryburn	Aye

Steven Kofahl arrived.

B. Discuss and Possible Vote on Resolution Re Organizational and Educational Impacts of COVID-19

Mr. Lee asked if there were plans for paying staff during the closure, for feeding the students, and for meeting the needs of students who could not stay at home for some reason. Mr. Hussey noted that as to feeding our students, we are working with the CDE and our food service provider (Chartwells). Specifically, LAUSD will have multiple locations open where FRPM students can get meals; if students cannot get meals at those locations, we will provide food for students. As to helping students, we will reach out to parents/guardians to advise that we will provide assistance as needed. During the closure, we will have teachers providing online learning, and teachers will be paid during this time. For hourly classified staff, we will have work for them if they would like to work on campus; otherwise, we will allow them to work from home.

Mr. Ryburn asked if we will be providing campus safety; Mr. Hussey noted that we plan to only have ECR campus safety officers working during the closure. We will evaluate on Monday whether we have sufficient staffing to monitor all the access points.

Mr. Archibald asked if the North Campus will also remain open during this time; Mr. Hussey advised that it will be, subject to evaluation to see if the services can be offered here. Mr. Archibald also asked whether we are aware of the implication of a closure on the funding for lifetime funding, and whether we will continue making the monthly contributions; Mr. Hussey responded yes. Mr. Archibald also asked as to how the closure will affect our P2 ADA reporting; we will have to ask for attendance credit with the California Department of Education. Mr. Archibald also asked if our insurer had been contacted to see if there was coverage; Daniel Chang stated that our insurer had been contacted and we will determine if a claim can be made.

Mr. Silverstein introduced the Resolution and read the Resolution into the record.

Mr. Ryburn questioned what paragraph 6 entailed; Mr. Hussey advised that, for example, if a Relevant Authority required a special deep cleaning of the school, we may need to hire additional or different staff to meet such a requirement.

Mr. Ryburn also asked as to paragraph 8 regarding revising employment contracts for unrepresented employees. Mr. Chang noted that only administrators and supervisors were unrepresented, and advised that this paragraph would apply if, for example, their work schedules had to be changed because of the school closure.

Ms. Chen asked regarding paragraph 13, whether off-campus services would be provided for students with special needs. Emilie Larew stated that ECR is working with LAUSD's SELPA regarding the provision of services to students with special needs, to ensure that we come up with programs and services to meet their needs.

Mr. Archibald asked who was involved in the drafting of the Resolution, whether staff were involved. Daniel Chang advised that the Resolution was crafted based on the one used by Granada Hills Charter, but did not involve other stakeholders since this is a Board resolution.

As to whether out of classroom teachers would be allowed to work from home, Ms. Larew advised that we are in the process of creating plans that would allow for out of classroom teachers to do their work remotely as well.
Mr. Kofahl asked if we have been working with UTLA on the distance learning during the closure; Mr. Hussey said yes we have.
Mr. Archibald asked if we would have sufficient available staff if students needed to come to school; we will not be having students come to school to receive services.
Mr. Ryburn also noted that the school should notify all stakeholders as well as vendors, regarding the school closure.
Richard Russell, classified staff and AFSCME steward, asked if the hourly staff would also be required to come on campus in order to be paid; ECR will be reaching out to AFSCME to discuss this as soon as possible.
Public comments regarding this agenda item:
Helen Fouras, parent and Friends of ECR, spoke regarding the amount of days the school would be closed, and the remote learning that would take place.
Barrie Gold, out of classroom teacher, spoke regarding the requirement that some staff, including herself and other out of classroom teachers, be required to come and work on campus.
Sharon Lenderman, out of classroom teacher, spoke regarding the requirement of having to come and work on campus.
Letty Zane, parent and Friends of ECR, spoke regarding the requirement that some staff be required to come and work on campus.
Jessica Friedman, school psychologist, spoke regarding the requirement that some staff, including herself and other out of classroom teachers, be required to come and work on campus.
Richard Russell, classified staff and AFSCME steward, asked if the hourly staff would also be required to come on campus in order to be paid; ECR will be reaching out to AFSCME to discuss this as soon as possible.
Steven Kofahl made a motion to approve the Resolution re Measures to Address the Organizational and Educational Impacts of the COVID-19 Virus.
Scott Silverstein seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Kenneth Lee	Aye
Gregory Basile	Absent
Steven Kofahl	Aye
Darin Ryburn	Aye
Brian Archibald	No
Scott Silverstein	Aye
Jeff Davis	Absent
Beatriz Chen	Aye

III. Closing Items

A.

Adjourn Meeting

Steven Kofahl made a motion to adjourn.
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 1:11 PM.

Respectfully Submitted,
Daniel Chang