APPROVED

El Camino Real Charter High School

Minutes

Annual Meeting and Regular Board Meeting

Date and Time
Thursday August 27, 2020 at 4:30 PM

Location
Online only - please see below.

ANNUAL MEETING AND 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).

VIRTUAL BOARD MEETING

In accordance with Governor Newsom's Executive Order N-29-20, the meeting of the Board of Directors will take place via a virtual/teleconferencing environment.

To join the virtual Board meeting, please register through GoToWebinar at https://attendee.gotowebinar.com/register/4638540899583767052, webinar ID 704-686-451. You must register for the event (note you do not need to enter your legal name to participate). Once registered, you can attend the meeting through the online link, or by telephone (a call-in number and audio PIN will be provided after you register and prior to the meeting).

PUBLIC COMMENTS

If you would like to make a comment during the Public Comment section or during an agenda item, you may do so in two ways: (1) click the "Raise Hand" icon on the control panel; or (2) email your comment to comment@ecrchs.net and it will be read on the record.

Please note that, in order to conduct an orderly meeting, all members of the public will be placed on mute during the Board meeting, except during public comments. Note that for those who elect to participate through the call-in number, you will not have the option of being unmuted during the meeting.

The Public Comments agenda item 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. 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. 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. 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.

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 (remote), Brian Archibald (remote), Darin Ryburn (remote), Jeff Davis (remote), John Perez (remote), Linda Ibach (remote), Scott Silverstein (remote), Steven Kofahl (remote)

Directors Absent
Kenneth Lee

Directors who arrived after the meeting opened

Darin Ryburn

Directors who left before the meeting adjourned
Darin Ryburn

Guests Present
Daniel Chang (remote), David Hussey (remote), Gregory Wood (remote)

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 Aug 27, 2020 at 4:34 PM.

B. Record Attendance and Guests

C. Pledge of Allegiance

D. Public Comments

David Dablo, student, spoke in favor of the Resolution re Black Lives Matter.
Kayla Orellana, student, spoke in favor of the Resolution re Black Lives Matter.
Opal Grushkowski, student, spoke in favor of the Resolution re Black Lives Matter.
Samia Sayed, student, spoke in favor of the Resolution re Black Lives Matter.
Hannah Kirkwood, student, spoke in favor of the Resolution re Black Lives Matter.
Imari Dais, student, spoke in favor of the Resolution re Black Lives Matter.
Eman Hamed, student, spoke in favor of the Resolution re Black Lives Matter.
Lauren Neptuno, student, spoke in favor of the Resolution re Black Lives Matter.
Yasmine Pomeroy, teacher, spoke in favor of the Resolution re Black Lives Matter.
Tony Baraz, parent, spoke in favor of the Resolution re Black Lives Matter.
Julia Sabatino, recent graduate, spoke in favor of the Resolution re Black Lives Matter.
Amy Carter, teacher, spoke in favor of the Resolution re Black Lives Matter.
Caroline Harris, parent and co-leader of RISE, spoke in favor of the Resolution re Black Lives Matter.
Erez Goldman, parent, spoke against the school taking a stand on a political issue.
Faramarz Nabavi, community member, spoke in favor of the Resolution re Black Lives Matter.
Andree Miller, parent and co-leader of RISE, spoke in favor of the Resolution re Black Lives Matter.
Heidi Maury, teacher, spoke in favor of the Resolution re Black Lives Matter.
Jason Taylor, alumnus and parent, spoke in favor of the Resolution re Black Lives Matter.
Joy Ferrante, community member, spoke in favor of the Resolution re Black Lives Matter.

Letty Zane, parent, spoke in favor of the Resolution re Black Lives Matter and the Notice to Cure from LAUSD.
Stacey Moseley, community member, spoke in favor of the Resolution re Black Lives Matter.
Victoria Aguilar, student, spoke in favor of the Resolution re Black Lives Matter.
Beth Corbett, teacher, spoke in favor of the Resolution re Black Lives Matter.
Jennifer DuMont, parent, spoke in favor of the Resolution re Black Lives Matter.

Written statements were also submitted by Chantelle Miller, Vanessa Cox, Nessa Rezaie, Alexis Jafroodi, Kathryn Swain, Ilona Clark, Desiree Goble, Mika Sumiyoshi, Sarah Newton, Matt Hoisch, Becca Paredes, Kara Buss, Glen Caballero, Kali Huggins, Ellen Crafts, Meredith Adams, Nicole Pomeroy, and Pilar Schiavo.
John Perez asked that the Board make and vote on motion condemning the actions of a parent who posted on social media with the picture of the ECR teacher. This was seconded by Brian Archibald.
As this was not an agendized item, it could not be brought for vote. Mr. Archibald asked that a Special Meeting be scheduled to address this.

E. UTLA Update

Kyna Collins, UTLA co-chair, provided the UTLA update.

F. Executive Director Update

Mr. Hussey thanked the students who made public comments.
We had a successful start to the school year. We have 3,670 students enrolled, which is 200 more students than last year. And we opened the year with 275+ students that opened the year in the Alternative Education and Independent Study program, which is an increase of about 100 students compared to last year.
Mr. Hussey thanked the Tech Team for their work in getting the school ready for opening. Approximately 1,000 laptops were distributed. A chat feature was also created to get students instant help with tech questions or issues.
He also thanked staff for helping out with textbook distribution, textbooks were distributed in 100+ degree heat over 4 days.
We are currently working on the charter renewal petition, which is due to be submitted to LAUSD on September 14 - 16, 2020.
ECR started a mentor program, and had over 200 students sign up to be mentors for incoming 9th graders; of those, 99 students were chosen. Each mentor has 7 to 10 students, they meet on MS Teams during lunchtime and are a support system for the 9th graders.

G. Chief Business Officer Update

Mr. Silverstein welcomed Chief Business Officer Gregory Wood.

Mr. Wood introduced himself and spoke of his background and how he has been acclimating to ECR.
The 2019-2020 Unaudited Actuals Report has been completed and will be discussed.
The SBA Paycheck Protection Program loan was received and funds in the amount of $3.8M has been received. There is an agenda item to allow for opening a separate bank account to deposit and segregate those funds for tracking purposes.
The Notice to Cure from LAUSD will be looked at carefully; Mr. Wood noted that Palisades Charter High School also had issues with maintenance and operations charged assessed by LAUSD. He would like to have things done more efficiently in coordination with LAUSD for these type sof services.
There is a new funding source, the Learning Loss Mitigation Funding, which he will pursue. The funding, which may be about $1.8M, is expected to be released starting in December. These funds have restrictions and have to be budgeted with the Board's approval.
The cafeteria is open for service, from 11:30 am to 12:30 pm. Students/parents drive by and are giving multiple meals to support them through the week. We are averaging about 50 to 75 meals a day. In anticipation of students returning either in a hybrid model or full in-person learning, we are looking into touchless systems of scanning for students to access student meals.
ECR's healthcare insurance policy expires at the end of the calendar year; we are looking for current rate information from different providers.
The Closed Session agenda was moved up to this time.
Darin Ryburn left.

II. Governance

A. Elect 2020-2021 Board Chair

Jeff Davis nominated Scott Silverstein for Chair. Mr. Silverstein declined the nomination.
Brian Archibald nominated himself for Chair.
Jeff Davis nominated Beatriz Chen for Chair. Ms. Chen accepted the nomination.

Jeff Davis voted for Beatriz Chen.
John Perez voted for Brian Archibald.
Linda Ibach voted for Beatriz Chen.
Scott Silverstein voted for Beatriz Chen.
Steven Kofahl voted for Beatriz Chen.

Brian Archibald made a motion to install Beatriz Chen as the Board Chair for the 2020-2021 school year.
Steven Kofahl seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Beatriz Chen	Abstain
Linda Ibach	Aye
John Perez	Aye
Steven Kofahl	Aye
Brian Archibald	Abstain
Darin Ryburn	Absent
Jeff Davis	Aye
Scott Silverstein	Aye
Kenneth Lee	Absent

B. Elect 2020-2021 Board Vice-Chair

Steven Kofahl nominated Brian Archibald for Vice-Chair. Mr. Archibald accepted the nomination.

John Perez made a motion to install Brian Archibald as the Vice-Chair for 2020-2021 school year.
Beatriz Chen seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Kenneth Lee	Absent
Brian Archibald	Abstain
Linda Ibach	Aye
Jeff Davis	Aye
Scott Silverstein	Aye
Darin Ryburn	Absent
Beatriz Chen	Aye
Steven Kofahl	Aye
John Perez	Aye

C. Elect 2020-2021 President

Scott Silverstein nominated David Hussey for President. Mr. Hussey accepted the nomination.
Beatriz Chen made a motion to install David Hussey as President for the 2020-2021 school year.
Jeff Davis seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Scott Silverstein	Aye
Jeff Davis	Aye
Brian Archibald	Aye
Steven Kofahl	Aye
Darin Ryburn	Absent

Roll Call

Kenneth Lee	Absent
Linda Ibach	Aye
Beatriz Chen	Aye
John Perez	Aye

D. Elect 2020-2021 Chief Financial Officer

Brian Archibald nominated Greg Wood for Chief Financial Officer. Mr. Wood accepted the nomination.
Beatriz Chen made a motion to install Greg Wood as Chief Financial Officer for the 2020-2021 school year.
Scott Silverstein seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

E. Elect 2020-2021 Secretary

Brian Archibald nominated Dr. Jeff Davis for Secretary. Dr. Davis accepted the nomination.

Brian Archibald made a motion to install Dr. Jeff Davis as Secretary for the 2020-2021 school year.
Beatriz Chen seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Brian Archibald	Aye
John Perez	Aye
Linda Ibach	Aye
Scott Silverstein	Aye
Kenneth Lee	Absent
Jeff Davis	Abstain
Beatriz Chen	Aye
Darin Ryburn	Absent
Steven Kofahl	Aye

F.

Board Committees

Ms. Chen discussed establishing standing committees, as follows:
Travel Committee: Steven Kofahl (chair); Scott Silverstein
Technology Committee: Beatriz Chen (chair); Kenneth Lee
Finance Committee: Brian Archibald (chair); Scott Silverstein; Beatriz Chen
Ms. Chen next discussed establishing ad hoc committees:
Executive Director Evaluation Committee: Dr. Jeff Davis (chair); Linda Ibach; Steven Kofahl
Safety Committee: Darin Ryburn

III. Consent

A. Approve Minutes of June 25, 2020 Regular Board Meeting

Brian Archibald made a motion to approve the minutes from Regular Board Meeting on 06-25-20.
Steven Kofahl seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Steven Kofahl	Aye
Jeff Davis	Aye
John Perez	Aye
Darin Ryburn	Absent
Scott Silverstein	Aye
Brian Archibald	Aye
Beatriz Chen	Aye
Kenneth Lee	Absent
Linda Ibach	Abstain

B. Approve Minutes of July 9, 2020 Special Board Meeting

Steven Kofahl made a motion to approve the minutes from Special Board Meeting on 07-09-20.
Scott Silverstein seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Beatriz Chen	Aye
Kenneth Lee	Absent
Jeff Davis	Aye
Steven Kofahl	Aye
Linda Ibach	Aye
Scott Silverstein	Aye
Darin Ryburn	Absent

Roll Call

Brian Archibald	Abstain
John Perez	Aye

C. Approve Minutes of July 9, 2020 Regular Board Meeting

Steven Kofahl made a motion to approve the minutes from Regular Board Meeting on 07-09-20.
Scott Silverstein seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

John Perez	Aye
Scott Silverstein	Aye
Steven Kofahl	Aye
Brian Archibald	Abstain
Linda Ibach	Aye
Kenneth Lee	Absent
Darin Ryburn	Aye
Beatriz Chen	Aye
Jeff Davis	Aye

D. Approve Minutes of July 20, 2020 Special Board Meeting

Brian Archibald made a motion to approve the minutes from Special Board Meeting on 07-20-20.
Scott Silverstein seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve Minutes of July 23, 2020 Regular Board Meeting and Training Meeting

Brian Archibald made a motion to approve the minutes from Regular Board Meeting and Brown Act / Comprehensive Training on 07-23-20.
Scott Silverstein seconded the motion.
The board **VOTED** unanimously to approve the motion.
Darin Ryburn arrived.

IV. Financial

A. Review and Vote on June 2020 and July 2020 Check Registers

Darin Ryburn made a motion to approve the June 2020 and July 2020 check registers.
Linda Ibach seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

John Perez	Aye
Darin Ryburn	Aye
Brian Archibald	Aye

Roll Call

Jeff Davis	Aye
Scott Silverstein	Aye
Kenneth Lee	Absent
Steven Kofahl	Aye
Beatriz Chen	Aye
Linda Ibach	Aye

B. Discuss and Vote on 2019-2020 Year-End Unaudited Actual Financial Report

Mr. Wood first went over the Special Education report, which identifies the revenues and expenses associated with special education. We received $2.24M in special education funds and grants, and allocated $5.3M in expenses for special education. Previously we had not properly allocated our resources that were used to special education, such as the Assistant Principal's salary, the legal costs that were specifically attributable to special education matters, etc. This identifies a $3M encroachment (negative balance), which puts us more in line with other conversion charter schools.
John Arndt of ICON discussed the Unaudited Actuals report.
Darin Ryburn made a motion to approve the 2019-2020 Year End Unaudited Acutal Report.
Brian Archibald seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

V. School Business

A. Discuss and Vote on Opening Additional Bank Accounts

Mr. Wood discussed the need for additional bank accounts, including one to segregate the PPP loan funds. This would provide greater transparency and make it easier to track spending on salaries.
Mr. Wood also asked for authority to open a fundraiser account. There are different guidelines or constraints on fundraising, and having a segregated account to hold those funds would be best practice. Mr. Archibald questioned whether we had donations previously, or was this in preparation for fundraising efforts? Mr. Wood advised that he just received a check for $1,000.00, which (per AP Minita Clark) was received from Agoura Math Circle, and there have been other donations received previously.

Brian Archibald made a motion to authorize the Chief Business Officer to open an additional bank account at City National Bank for the PPP funds.
Jeff Davis seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Steven Kofahl	Aye
Kenneth Lee	Absent
Beatriz Chen	Aye
John Perez	Abstain
Jeff Davis	Aye
Linda Ibach	Aye
Brian Archibald	Aye
Darin Ryburn	Aye
Scott Silverstein	Aye

Steven Kofahl made a motion to authorize the Chief Business Officer to open an additional bank account at City National Bank for fundraising funds.
Scott Silverstein seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

Brian Archibald made a motion to authorize the Chief Business Officer to open an LAUSD Escrow Account with City National Bank.
Darin Ryburn seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

B. Discuss Notice to Cure from LAUSD

Mr. Hussey discussed the Notice to Cure, which was sent on August 21, 2020. We are comfortable paying 2018-2019 charges, as that has all been reconciled, and have paid off Q1, Q2 and Q3 for 2019-2020. We also paid $250,000 as part of our negotiations, but now LAUSD wants ECR to pay the entire amount, but we do not have the necessary documentation for 2014 through 2018. We have been discussing this with LAUSD, we are comfortable with paying for 2018-2019; the remaining amount will be put into an escrow account until the issues with prior years can be discussed. Mr. Wood noted that he had dealt with this same issue at Palisades, where unsubstantiated charges had been assessed and resolved. For ECR, Mr. Wood went through and created an accounting of all the various charges, and that we require additional information and documentation regarding approximately $549K of the charges. Mr. Wood noted that Mr. Archibald asked whether this issue had come up in prior audits (Mr. Wood responded no); he also asked if this changed the 2019-2020 Unaudited Actuals Report (again, no). Our budget identifies that we have accrued this disputed amount, but this does not mean we agree that we owe that amount. Mr. Wood recommends that we create a separate bank account and put the disputed amount into the separate account, possibly called an LAUSD Account, to be negotiated with LAUSD.

C. Discuss Learning Continuity and Attendance Plan

Ms. Clark stated that the Learning Continuity and Attendance Plan (LCP) is new this year, in lieu of the Local Control and Accountability Plan (LCAP). She will be sharing the rough draft of the LCP with the School Site Council (SSC) meeting. The Board will then have to have a public hearing the week after that, and then the Board will vote on the LCP at a subsequent Board meeting. It has to be approved by the Board by September 30, 2020.

D. Discuss and Vote on 2020-2021 Consolidated Application

Mr. Hussey and Mr. Wood discussed the 2020-2021 Consolidated Application. This Application identifies that we are using funds received appropriately in the manner we are required to under federal and state guidelines.
Darin Ryburn made a motion to approve 2020-2021 Consolidated Application.
Brian Archibald seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

E.

Discuss and Vote on Safety Officer Company

Mr. Ryburn noted that the Allied proposal noted that they would be writing post orders. He asked that we work with Allied
Darin Ryburn made a motion to accept Allied as the new campus safety officer provider.
Jeff Davis seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

F. Discuss and Vote on Bus Passes

Mr. Hussey stated that the response to the bus pass program has been overwhelmingly positive, and something that should be continued for the next school year. Mr. Wood also noted that we have funding in our LCFF that provides assistance for students with financial difficulties. Dr. Davis noted that the parents have also been very appreciative of this program.
Brian Archibald made a motion to approve the bus passes for the 2020-2021 school year.
Steven Kofahl seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

G. Discuss and Possible Approval of Resolution Recognizing Black Lives Matter

Mr. Hussey read a brief summary of the issue into the record, and noted that there were some revisions to be made to the Resolution. The changes were, in the third "WHEREAS" paragraph, to delete the word "educational"; and from the sixth "WHEREAS" paragraph, change the last sentence to read "deconstructing white supremacy culture from institutions."

Mr. Archibald, Ms. Chen, and Dr. Davis spoke in favor of the resolution, and the moving statements made during public comments.
Mr. Silverstein asked that the Resolution be modified to reflect that it is supporting the movement and not the organization, such that the Black Lives Matter references in the Resolution be changed to lowercase letters. Ms. Ibach noted that including the movement can have the initial capitalized letters. Mr. Archibald stated that the Black Lives Matter organization is the Black Lives Matter Foundation, which was not included in the Resolution; he also noted that the Resolution was clear that it was a support of the movement and not the organization. Mr. Silverstein asked if a statement could be included that "Black Lives Matter is a statement and not affiliated with any political organization." It was suggested that this be included at the end of the paragraph starting "THEREFORE, BE IT RESOLVED..."
Brian Archibald made a motion to approve the Resolution Recognizing Black Lives Matter at ECRCHS, with the revisions as identified.
Linda Ibach seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Darin Ryburn	No
Linda Ibach	Aye
John Perez	Aye
Beatriz Chen	Aye
Scott Silverstein	Aye
Kenneth Lee	Absent
Steven Kofahl	Aye
Brian Archibald	Aye
Jeff Davis	Aye

VI. Closed Session

A. Conference with Legal Counsel: Anticipated Litigation

This was moved up to take place after Section 1 and before Section 2.
Closed session took place.
There was nothing to report.

VII. Closing Items

A. Adjourn Meeting

Steven Kofahl made a motion to adjourn the meeting.
Scott Silverstein 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 9:36 PM.

Respectfully Submitted,
Daniel Chang