APPROVED

El Camino Real Charter High School

Minutes

Regular Board Meeting

Date and Time
Thursday February 25, 2021 at 4:30 PM

Location
VIRTUAL BOARD MEETING - Please see below

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/3271808367759399691, webinar ID 779-157-643. 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**: your name will be read on the record along with your comment; if you do not wish to have your name read, please indicate on your email.

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), Brad Wright (remote), Brian Archibald (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

John Perez

Directors who left before the meeting adjourned
John Perez

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

I. Opening Items

A. Call the Meeting to Order

Beatriz Chen called a meeting of the board of directors of El Camino Real Charter High School to order on Thursday Feb 25, 2021 at 4:31 PM.

B. Record Attendance and Guests

C. Pledge of Allegiance

D. Public Comments

There were no public comments.

E. UTLA Update

Kyna Collins gave the UTLA update. Ms. Collins stated that we are continuing bargaining, and have reached a tentative agreement on 7 articles with 6 articles still being discussed. She also noted that there are continuing issues with the change of healthcare providers, including issues with supplemental insurance. A survey of UTLA members was recently taken, and an overwhelming majority strongly agree that they have risen to the challenge of virtual learning this year; 84.9% members prefer to stay in distance learning through the end of the school year. UTLA's position is that LA County must be out of the purple tier, all educators must have received or have access to the vaccine, and cleanliness/sanitation standards must be met. Ms. Collins also thanked Mr. Silverstein and Mr. Kofahl for coming to the UTLA chapter meeting.

F. Executive Director Update

Mr. Hussey announced that our Academic Decathlon team won the Southern California Independent Charter Regional competition; the next step will be the State competition in March.
Because pandemic numbers have reduced, athletics are returning to conditioning and practicing, including football, baseball, tennis, and cross country. We will have to get to the red tier for other sports to return to competition, but it appears that may be happening soon.

We have cohorts which are coming on campus; we currently have 5 cohorts, and are looking to add to our cohorts.
We are creating a Return Committee to help plan for a possible return to in-person instruction. The meetings will be among school staff first, and then participation from other stakeholders will be sought. The Return Committee is comprised of certificated and classified staff, the school nurse, a safety coordinator, and counselors. The first meeting will be held March 10th.
The Equity Advisory Committee sent out its first survey today to the student body, looking at issues to be addressed including: increasing participation in AP and Honors courses; how counseling is being provided to students; and race and diversity issues at the school.
For the North Campus HVAC system, a dedicated HVAC account that is not tied to specific employees had to be created and has been set to green standards; the system has also been locked so that individuals cannot modify the settings. As a result, this should result in a difference in our utility bills going forward.
We have been working with LAUSD in regards to the bleachers, to get rid of the wooden boards and replacing them with aluminum. Mr. Hussey noted that he should get an update, and the District will be coming out shortly.
The AT&T issue is being looked into, including having a consultant come out and inspect the lines. We are waiting for LAUSD to authorize the lines at the Alt Ed campus.
We changed our Amazon Web Services arrangement from on-demand to a reserve system, which will cost $754.17 equal to a savings of 61%.
Oaks Christian is still planning on coming out and looking at our best practices as a Microsoft Showcase school.
Mr. Hussey noted that he will be working with the CBO on department budgets.
We have updated our reopening protocol several times in the past week, the athletic protocol was also updated this past week.
The next Chat with the Executive Director will take place next Thursday, during which time any questions regarding the reopening plan can be addressed.
March 13, 2020 was the last day we were in school, so we are coming up on an entire year without in-person learning.
Ms. Chen congratulated the Academic Decathlon team on its 14th Regional competition win.
Ms. Chen also asked about the search for the mascot. Mr. Hussey stated that the 3rd phase will begin tomorrow and voting will be open for two weeks. The final choices: Royals, Cobras, and Condors.
Ms. Chen also asked what guidelines we are using for the reopening; Mr. Hussey responded that we are using the LA County guidelines, and that a Safety Plan has been prepared. We will also take into consideration the comments and concerns from staff and parents.
Ms. Chen asked if the updated reopening protocol was posted on the website; Mr. Hussey said yes, every time it was updated it has been updated on the website.
Mr. Chen also asked if the digital marketing class had started; Mr. Hussey said yes, the class has already started.

Mr. Wright asked what the school was doing to try and get the seniors have a graduation; Mr. Hussey stated that this was a priority, and that Mr. Bennett has been working on this. He also noted that we have been looking at having a prom. We are looking at various options for graduation, including a virtual graduation, a drive-in graduation, and multiple smaller graduation events. We have maintained communications with the parent group to try to make this happen for the seniors.
Dr. Davis also extended his congratulations to the Academic Decathlon team. Dr. Davis also recognized the custodial staff for their excellence in maintaining our facilities. Dr. Davis also extended kudos to the teachers, and to the student athletes and coaches. Regarding the bleachers, Dr. Davis noted that the bleachers are very old and dangerous, and he appreciates that ECR is looking to replace them.
Mr. Silverstein also gave accolades to the Academic Decathlon, and read off their names. He also recognized the coaches, Stephanie Franklin, John Dalsass, and Keren Evens.
Mr. Silverstein asked if LAUSD has any control on the use of our campus for organized sports. Mr. Hussey replied that we are looking into legal issues surrounding reopening the campus, but currently we do not have any Youth Services permits that have been issued.
Mr. Silverstein asked that, if we do have a prom, we consider having students who graduated last year be allowed to participate.
John Perez arrived.

G. Chief Business Officer Update

Mr. Wood went over the Investments Review; he noted that our investments had a loss, and that at the end of last month our OPEB account was closer to $19M, as opposed to its current status at just under $18M. From the last fiscal year, the OPEB account is up 28.9% overall (including our contributions).
He also went over the Cafeteria Financial Summary. Introducing daily hot meals caused a drop in participation. Starting the 2nd week of February we went to handing out meals on Tuesdays and Fridays. We have also continued to receive a commodities credit, which has resulting in a net gain the last few months.
Because of the pandemic and the loss of in-person instruction, the CDE is allowing an exemption to the bidding process. We can either do the full bidding process with multiple vendors, or we can elect to continue with our current vendor for a one-year extension; Mr. Wood noted he was inclined to choose the option for the one-year extension.
Mr. Wood also discussed the CARES Funding report, which shows the various funds received to date due to the pandemic and how much we have spent. Some of the funding have yet to be spent, and some have specific deadlines by which time the funds must be spent. Mr. Kofahl asked if we had an idea where to spend the $294,448 in the GF Fund; Mr. Wood responded yes, we are looking into using this fund possibly for things such as learning supports, health and safety equipment, and mental health and continued professional development. And as to what "GF" stands for as written on the report, Mr. Wood indicated that he would have to research that as there are many acronyms used.

Mr. Wood went over the Enrollment and ADA. As discussed last month, month 5 was updated and the glitch in the system fixed to ensure this does not occur again.
Mr. Wright asked why the attendance rate is so slow for Alt Ed; Mr. Hussey noted that this is a lot of our at-risk students, and that our Alt Ed teachers have been trying to reach out more to the students so hopefully enrollment will increase. Mr. Wright also asked how we will work with kids to make sure they remain motivated to learn when they return to in-person instruction, particularly to make sure that any mistakes made are treated with consideration. Mr. Hussey noted that we changed our culture a couple years ago and looked at suspension rates and changed our procedures, which has resulted in a greatly reduced suspension rate. When we return to in-person instruction, we will be mindful of showing grace and trying to work with the students rather than immediately seeking suspension.
Dr. Davis asked about the hold harmless attendance provision, which was absent from the Governor's proposal made a few weeks ago. Mr. Wood confirmed that the governor's budget may remove the hold harmless provision, and that we could get funded based on actual attendance as opposed to last year's attendance numbers.
Dr. Davis also asked how 9th grade enrollment projection looks. Mr. Hussey responded that we have started the enrollment process with the lottery. Everything is slower virtually, and we are monitoring the process to make sure that we get all the necessary paperwork. Moreover, we usually get a better picture in April, after the break and after we send out reminders to the community about making sure that they get their paperwork completed and submitted.
Mr. Wood noted that attendance in Alt Ed has increased significantly, from the 60's in the months prior to over 100 the last couple months.
Mr. Silverstein asked if the curriculum in Alt Ed is the same as in the general program.
Mr. Hussey noted that Alt Ed was specifically created to provide a different methodology, but the curriculum is the same. We are also look into increasing the Careers in Technical Education offerings for Alt Ed as well.
Mr. Wood stated that in creating the budget, because we do not exactly know what type of instruction we will be using in June, we have to have alternatives for the different types of instruction that are available.
Our second interim financial report is due the first week of March.

H. Committee Updates

The only committee that met is the Finance Committee.
The Finance Committee met this past Thursday and reviewed the January 2021 Financial Update and also reviewed the investment portfolio. The administration went over its choice for the investment advisor, which was Beacon Pointe, and the Finance Committee voted to recommend the administration's selection of Beacon Pointe as the investment advisor. The Finance Committee also voted to recommend approval of the January 2021 check registers and the January 2021 AMEX charges.

II. Consent

A.

Approve Minutes of January 28, 2021 Regular Board Meeting

Steven Kofahl made a motion to approve the minutes from Regular Board Meeting on 01-28-21.
Brian Archibald seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Review and Vote on January 2021 Check Registers

Steven Kofahl made a motion to approve the January 2021 check registers.
Brian Archibald seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Review and Vote on January 2021 American Express Charges

Steven Kofahl made a motion to approve the January 2021 American Express charges.
Brian Archibald seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Financial

A. January 2021 Financial Update

Mr. Wood went over the financial update for January 2021.

B. Discuss Status of PPP Loan Forgiveness

Mr. Wood went over the current status of the PPP loan, and the process if we are going to be seeking forgiveness of the loan.

IV. School Business

A. Discuss the Resolution Re Black Lives Matter at Schools' Year of Purpose

Mr. Hussey shared that this matter had been discussed during the Equity Advisory Committee meeting. Most of the parents and some of the students believed that this was being rushed and did not feel comfortable with undertaking this right now. This was also discussed with the RISE parent group, and that they felt it was a rushed process and did not feel comfortable moving this forward at this time.

B. Discuss and Vote on Co-Trustee for the Lifetime Healthcare Benefits Trust

Mr. Hussey noted that he reached out to the entire staff to see if there was anyone interested in serving as Co-Trustee of the trust. Those who were interested were asked to send a blurb on their interest and qualifications. Based on this, Mr. Hussey recommended that Stefan Webster serve as the Co-Trustee, and Mr. Wood accepts this recommendation.
Brian Archibald made a motion to approve Stefan Webster as the Co-Trustee of the Lifetime Healthcare Benefits Trust.

Jeff Davis seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

C. Discuss and Vote on the Investment Advisor

Mr. Hussey stated that there were two public forums for the two candidates for investment advisor. Subsequently, a survey was sent out for further feedback. Based on the feedback and due diligence as to their references, staff recommends that Beacon Pointe be selected as the investment advisor.
Brian Archibald made a motion to appoint Beacon Pointe as the investment advisor.
Scott Silverstein seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

D. Discuss and Vote on Corporate Trustee for the Lifetime Healthcare Benefits Trust

Mr. Chang requested that this matter be continued as staff is not yet ready to make a recommendation as to the corporate trustee to be retained.
This matter was continued.

V. Closed Session

A. Conference with Legal Counsel: Existing Litigation

Closed session took place.

B. Conference with Legal Counsel: Anticipated Litigation

Closed session took place.

C. Public Employee Performance Evaluation

Closed session took place.
John Perez left.

D. Conference with Labor Negotiators

Closed session took place.

VI. Reconvene to Open Session

A. Report on Actions Taken in Closed Session, If Any

There were no actions 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 8:06 PM.

Respectfully Submitted,
Daniel Chang