APPROVED

El Camino Real Charter High School

Minutes

Regular Board Meeting

Date and Time
Thursday March 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/924972267061945360, webinar ID 998-363-203. 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), John Perez (remote), Kenneth Lee (remote), Linda Ibach (remote), Steven Kofahl (remote)

Directors Absent
Jeff Davis, Scott Silverstein

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 Mar 25, 2021 at 4:32 PM.

B. Record Attendance and Guests

C. Pledge of Allegiance

Mr. Archibald led the Pledge of Allegiance.

D. Public Comments

Daniel Holmes Sr., parent, spoke regarding reopening of the performing arts program.
Daniel Holmes Jr., student, spoke regarding reopening of the performing arts program.
Kim Essling spoke regarding support for the students.
Sheri Lehavi, parent, spoke in support of reopening the school to all students.
A comment from Stacey Meltzer, teacher, was read regarding the reopening of the school to in-person instruction.
Beatriz Chen made a public comment condemning the racially motivated attacks that have been occurring recently.

E. UTLA Update

Heather Knight provided the UTLA update. She noted the ongoing concerns regarding the change to the SISC healthcare program. She also spoke in favor of the agenda item for extension of the FFCRA leave. Ms. Knight also noted that conversations and a tentative date have been provided regarding the return to in-person instruction, but noted that there has not been sufficient communication or an actual plan presented. She stated that she hoped ECR would follow the example of other conversion charter schools and make the return this semester optional for students and staff. Ms. Knight also noted that bargaining is ongoing, but there have been no new tentative agreements reached. Ms. Knight also spoke regarding the SpringBroad contract, and asked that the Board consider the concerns of the English teachers regarding this platform. Ms. Knight also expressed concerns regarding the HR department's investigative procedures.
John Perez arrived.

F. Executive Director Update

Mr. Hussey replied to the public comments regarding the performing arts programs, and noted that as of yet there is no guidance from the LA County Department of Public Health that would allow for a return of indoor programs (as opposed to approval being provided for athletics to resume). Mr. Hussey advised that, once clearance is obtained, ECRA will restart the program and make sure that all safety protocols are followed.

Last week LA County went into the red tier, and may be moving into the orange tier by the first week of April if everything holds steady; we would have more options in orange tier.

The state Academic Decathlon competition took place last week, results will be coming this weekend to determine if we qualified for nationals. We have been asked to fill out paperwork for the national competition, but we are still waiting to hear the results from the state competition.

We have been cleared to have cohorts return; and athletic practices have returned.

ECRA will be creating a wellness center to help students who may feel anxiety about returning to in-person instruction after more than a year.

LAUSD's Charter Schools Division oversight visit will be April 14th; it will be an all day virtual event. All budgetary documents were provided, and we are in the process of providing backup on a couple charges.

The Equity Advisory Committee sent out a survey to students. A total of 700 responses were received, and it was noted that there were still ongoing issues regarding: racial slurs being used on campus; setting the stage for uncomfortable conversations; opening up clubs for more diversity and educational opportunities; and the importance of building relationships, even in a virtual environment.

The AT&T consultant came out and identified all the phone lines and noted the lines that we could disconnect a total of 10 lines, and that there were 5 lines that would qualify for a CalNet discount of up to 50%. We are also in final stages of discussing with LAUSD regarding connecting the former Leonis campus buildings to our phone system.

We have a Reopening Committee made up of administrators, teachers, classified staff, and the School Nurse. The Reopening Committee has three sub-committees: the Safety Committee; the Survey Committee; and the Bell Schedule Committee. A teacher survey was sent out by UTLA. A parent survey was also sent out; over 1,550 responses were returned. Of these responses, 61.4% said they would send their students back to school at least once a week with a maximum of 14 students in a classroom.

A reopening update will be sent out this weekend to advise all stakeholders where we are at this time. The reopening will have to be negotiated with the labor unions; we are hopeful of having these negotiations right after we return from Spring Break.

We have all PPE equipment that is needed. This includes the MR-13 air ventilation filters, webcams, and overhead audio systems. We will also order thermal cameras for a quicker check-in process, and hope to have the Board approve the Promethean panels for the remaining classrooms.

ECR's Professional Development Advisory Committee (PDAC) is working on professional development for the staff with regards to a hybrid model. The Tech Committee has also been working with teacher-led mock demos to identify best practices for delivery of instruction in a hybrid model.
For senior events, the LA County guidelines still prevent us from doing a lot of the events we traditionally do, but we are continuing to look at multiple scenarios, particularly for graduation. We will continue to look for guidance from the LA County Dept of Public Health, and hope to get questions answered.
Mr. Wright asked what provisions have been made for teachers who may not want to return to in-person instruction. Mr. Hussey noted that we have to negotiate the return to in-person instruction, but as a general rule he will not insist on putting people in harm's way; we will look at CDC, State, County and local guidelines to make the most informed decision possible. Mr. Wright also thanked Mr. Hussey for all his work in running the school and working to keep the staff and students safe.
Ms. Chen asked that something be sent to the stakeholders through social media and other means regarding our reopening plan. Mr. Hussey replied that something would be sent out tomorrow regarding the possibilities for reopening.

G. Chief Business Officer Update

Mr. Wood went over the CARES Act funding report, the Cafeteria report, and the Investment review summary.
Mr. Wood noted that we have received the new US Bank credit cards, and will be transitioning all credit card expenses over to US Bank from American Express.
We are working on the budget by department, keeping in mind identified priorities.
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H. Committee Updates

Finance Committee met last week. During the meeting, the Committee reviewed the 2nd Interim Financial report, and voted to recommend approval of same. The Committee also reviewed the investment report, and will schedule a meeting with Beacon Pointe to discuss investment strategy and plans. The Committee reviewed the check registers and the AMEX bills, and on both the Committee voted to recommend approval to the Board. The Committee also discussed the CARES Act funding and what that would look like over the next couple years.

II. Consent

A. Approve Minutes of February 25, 2021 Regular Board Meeting

Brad Wright made a motion to approve the minutes from Regular Board Meeting on 02-25-21.
Brian Archibald seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Review and Vote on February 2021 Check Registers

Brad Wright made a motion to approve the February 2021 Check Registers.
Brian Archibald seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Review and Vote on February 2021 American Express Charges

Brad Wright made a motion to approve the February 2021 American Express Charges.
Brian Archibald seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Financial

A. February 2021 Financial Update

Mr. Wood went over the February 2021 Financial Update.

B. Discuss Status of PPP Loan Forgiveness

Mr. Wood went over the status of the PPP loan forgiveness. Ms. Chen asked that it be put on next month's Board agenda for a vote. Mr. Archibald noted that it is already on next month's Finance Committee's agenda for a vote whether to recommend approval to the Board.

C. Discuss and Vote on 2nd Interim Financial Report

Mr. Wood went over the 2nd Interim Financial Report. This included the Special Education (SPED) report, identifying the amount of revenue received for SPED, and the amount spent on SPED, and the overage (encroachment) spent to date. The report is on the form required by LACOE.
Mr. Perez noted that UTLA is creating a nationwide coalition to lobby Congress to increase support for SPED up to the 40% maximum allowed by law, as opposed to the 20% that is currently being allocated. Mr. Perez suggested that ECR get together with the other charter schools in the district to see if we want to be a part of this coalition. Ms. Chen asked that an agenda item to discuss this be added to next month's Board agenda.
Brian Archibald made a motion to approve the 2nd Interim Financial Report.
Brad Wright seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Brian Archibald	Aye
Brad Wright	Aye

Roll Call

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

D. Discuss and Vote on Independent Auditor's Report for 2019-2020.

Mr. Wood noted that normally the audit report would be presented in December, but due to COVID the deadline to submit the report was extended to April 2021.
Vanessa Pineda of Christy White & Associates presented the Audit report. The report contained three opinions, all of which identified that there is an unmodified opinion in all areas, which is the best opinion we could have obtained.
Mr. Archibald asked about the issue with the concerns regarding the failure to follow policies and procedures which was the subject of a separate audit. Ms. Pineda noted that they did take a small sample, and there was nothing noted in that sample, and that it appears that internal controls were working correctly.
Mr. Kofahl noted that the report gave the financial status a clean report and maximum scores across the board. Ms. Pineda confirmed this, and appreciated the cooperation and the provision of documents even during pandemic, from our Business Office and ICON School Management.
Steven Kofahl made a motion to approve the Independent Auditor's Report for 2019-2020.
Brian Archibald seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

IV. School Business

A. Discuss and Vote on Extending FFCRA Leave Benefits

This matter was tabled, as new California law (Senate Bill 95) supersedes this.

B.

Discuss and Vote on Springboard Contract

Assistant Principal Minita Clark went over the SpringBoard platform, which is used for our English Language Arts. The contract is for 3 years, we are already in the first year so it would be for an additional two years beyond this year, and would save us approximately $8,000 from the prior platform used. This is a new platform for ECR; LAUSD uses it as well. There is a digital and text version provided. Ms. Clark noted that this is one of the most closely aligned instructional textbook that is available. There is also an AP component that research shows improves AP performance. It is widely known and widely used, and is revered by teachers all across the nation, as teachers played at least an 80% role in creating the platform.

Mr. Archibald asked about the feedback from ECR teachers. Ms. Clark noted that the feedback is mixed and there has been a learning curve, but more are in favor than against. Mr. Wright asked the basis for saying it was more favorable than not; Ms. Clark said this was based on direct feedback from the teachers in her department, which is the department that uses the platform. Ms. Clark noted that we needed to work on alignment and continuity of learning, which has been a challenge as noted by WASC during their accreditation visit; Ms. Clark stated that SpringBoard would help with that alignment. She also noted that we are required by state law to have standards-based curriculum, to provide equity and continuity of learning, and SpringBoard has received overwhelming praise on this.

Ms. Chen asked about the learning curve, and whether there was possible professional development for this. Ms. Clark replied that, if not for the pandemic, SpringBoard would have come out and provided in-person professional development; however, SpringBoard did provide virtual learning modules to help with learning the platform.

Mr. Archibald asked about the 3 year term, and how we are already in year one. Mr. Chang noted that we began using this platform at the start of this school year, but we are seeking a 3 year term. Ms. Clark noted that for textbooks we typically do a minimum of 3 year terms in order to get discounted rates.

Mr. Archibald also asked if other options were considered before selecting SpringBoard; Ms. Clark replied no, especially not during the pandemic, she did not feel it necessary to require teachers to learn yet another program.

Brad Wright made a motion to approve the SpringBoard contract for a term of three (3) years.

Linda Ibach seconded the motion.

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

Roll Call

Steven Kofahl	Aye
John Perez	Aye
Scott Silverstein	Absent
Linda Ibach	Aye
Beatriz Chen	Aye
Brian Archibald	No
Kenneth Lee	Aye

Roll Call

Jeff Davis	Absent
Brad Wright	Aye

C. Discuss and Vote on Cyber High Agreement

Mr. Hussey noted that we have used Cyber High, which is through the Fresno County Superintendent of Schools, for several years. The 3 year contract being sought is to lock in the pricing for 3 years; otherwise, we would see about a 5% increase in price each year.
Ms. Chen asked for confirmation that the contract was for a total of $28,500. Mr. Hussey confirmed, and that it would be payable in annual installments of $9,500 each year. Ms. Chen asked that we promote this program, as it allows for students to recover credits. Mr. Hussey stated that he would send an email to parents making them aware of this program.
Linda Ibach made a motion to approve the Cyber High Agreement for a term of three (3) years starting June 9, 2021.
Brad Wright seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

D. Discuss and Vote on Microsoft Education Platform Contract

Mr. Hussey discussed the Microsoft Education Platform Contract. This would allow us to continue being a Microsoft Showcase School, and continue our use of the various applications which has helped students and teachers succeed in the distance learning model. A three year contract allows us to get discount pricing each year, though the exact pricing for years 2 and 3 will not be known until the start of each of those years.
Ms. Chen asked how much was spent this past year on Microsoft applications; Mr. Hussey stated that he could get that information but he did not have it on hand.
Mr. Archibald asked if there was a viable alternative to this platform; Mr. Hussey stated that there may be alternatives, but we would have to buy piecemeal programs and train teachers and students on each program. Mr. Archibald noted that the shift seems to be towards Google products. Ms. Chen noted that she has seen Microsoft used in many classrooms and they have amazing features.

Brian Archibald made a motion to approve the Microsoft Education Platform contract for a term of three (3) years, beginning May 1, 2021.
Linda Ibach seconded the motion.
The board **VOTED** to approve the motion.

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

E. Discuss and Vote on Promethean Smart Panel Purchase

Mr. Hussey stated that we had looked into purchasing these additional boards last February, but with the pandemic and school closure, we were unable to proceed at that time.
Mr. Archibald asked if we needed a panel in each classroom. Mr. Hussey stated that we would have to provide training on the use of the panels, but that it is a continuing area of professional development. Mr. Hussey stated that, of the teachers who are coming into the classroom right now, 100% use the panels; and when we go into hybrid model, 100% of the teachers would need to use the panels.
Mr. Wright asked for clarification on the Promethean panels; Mr. Hussey explained the panels are used like a virtual whiteboard in the classroom, where lessons can be projected and students can interactive on the panels to solve problems, answer questions, etc.
Linda Ibach made a motion to approve the purchase of the 35 Promethean Smart Panels for a total cost of $131,706.63.
Steven Kofahl seconded the motion.
The board **VOTED** to approve the motion.

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

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

Brian Archibald made a motion to adjourn the meeting.
Steven Kofahl 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 8:07 PM.

Respectfully Submitted,
Daniel Chang