APPROVED

El Camino Real Charter High School

Minutes

Regular Board Meeting

Date and Time
Thursday May 27, 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/5525688459332655632, webinar ID 900-475-075. 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 David Hussey, in person, by email at comment@ecrchs.net, or by calling (818) 595-7500.

Directors Present
Beatriz Chen (remote), Brad Wright (remote), Brian Archibald (remote), Jeff Davis (remote), John Perez (remote), Kenneth Lee (remote), Linda Ibach (remote), Scott Silverstein (remote), Steven Kofahl (remote)

Directors Absent
None

Directors who arrived after the meeting opened

Jeff Davis

Guests Present
Daniel Chang, David Hussey (remote), Emilie Larew (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 May 27, 2021 at 4:31 PM.

B. Record Attendance and Guests

C. Pledge of Allegiance

Mr. Archibald led the Pledge of Allegiance.

D. Public Comments

Stefanie Bero, school counselor, spoke in favor of reducing the credits required for graduation.
Landon Congelosi, student, spoke in favor of reducing the credits required for graduation.
Letty Zane, parent, spoke in favor of reducing the credits required for graduation.

E. UTLA Update

Heather Knight, UTLA Chair, gave the UTLA update. Ms. Knight noted that UTLA and ECRA were unable to come to an agreement regarding summer school. She also noted that the parties were still bargaining, and would continue to meet during the summer in order to negotiate the next collective bargaining agreement.
Ms. Knight stated that UTLA was in favor of ECRA bringing in an outside HR consultant to help with the ongoing HR issues.
As to the capital projects, Ms. Knight stated that repairing the condemned classrooms and replacing the bungalows with a two-story modern classrooms should be at the forefront.
She expressed concern regarding the Extended Learning Opportunities Grant Plan, stating that it had not been previously shared with stakeholders.
Finally, Ms. Knight stated that UTLA was in favor of reducing the credits required for graduation for 11th and 12th grade students.

F. Executive Director Update

Mr. Hussey thanked everyone for all the hard work in this unprecedented year. He also thanked the Equity Advisory Committee and stressed the importance of student perspective and suggestions for improving ECR to further support students. He also

recognized the PDAC committee, the Tech Committee, and School Site Council, and all the other committees and groups.
Mr. Hussey stated that NJROTC had won its 5th straight Distinguished Unit with Honors award; Girls Tennis won the Division I title last week; Girls Lacrosse won its first Division I title yesterday; Boys Soccer was in the playoffs; and other sports will be playing playoffs going into summer. He also noted that Academic Decathlon won its 5th online national title, and shared the names of the AcaDeca team members and coaches.
As to the Student Support and Progress Team (SSPT), Mr. Hussey stated that there were over 60 SSPT meetings this year, which was an impressive accomplishment.
He provided an update on the Digital Marketing class pilot; students earning a B or better will receive a Digital Marketing certificate which can be used as part of their college application. Mr. Hussey recognized an ECR 10th grader who earned a social media marketing summer internship through Hello Digital.
Mr. Hussey also recognized an ECR student who was selected as the California finalist in the Doodle for Google competition.
Mr. Hussey shared an update on Prom, which will take place on Monday May 31st at the Reagan Library. And graduation will be June 3 and 4th, two ceremonies at 10 am and 6 pm each day. Each graduating student will be allowed 4 guests.
Summer school will start with the simultaneous model, and will change to the in-person on July 1st, following all County health protocols.
Our projected enrollment for the next school year is 3,633 students. Mr. Hussey also noted we are reinvigorating the international student program; as of now, we have 50 international students who have said they will be coming to ECR next year. Mr. Wright asked what precautions were being taken for the international students; Mr. Hussey replied that the agencies were requiring the students to be quarantined, and then provide a negative COVID test (taken within 3 days before the start of the semester) before they will be allowed on campus. Pre-COVID, Mr. Hussey noted that we had between 50 to 75 international students, so we are almost back to where we were.
COP Grants awarded to ECR this year equal a total of $222,544.00.
As to the capitalization projects, Mr. Hussey stated that he will share with the stakeholders and the Board as to the projects that will be undertaken. Ms. Chen asked if there is a timeline and costs associated with the projects; Mr. Hussey replied that that would be part of the discussion for the proposed budget which will be discussed at a later meeting.
As to the school mascot, people have been submitting proposals for the mascot; designs will still be collected so that the new design will be ready by the start of the next school year.
Ms. Chen also asked if there were any issues with the testing; Mr. Hussey stated that he had not heard of any issues with taking the tests online.

G. Chief Business Officer Update

Mr. Wood discussed the Investment Summary, and noted that the investment account continues to perform very well. He also noted that a new investment advisor has been retained, and they will be assuming control over the investment account.
Mr. Wood went over the May revised budget, including projections for next year's LCFF Funding. The budget includes a 5% "Mega COLA" increase, and an adjusted ADA of $10,057.
Mr. Wood also discussed the cash flow and deferrals, including the proposed elimination of deferrals of February through May 2022; note that this does impact the current deferrals for 2021.
Mr. Wood also shared the Cafeteria Financial Summary, and the Enrollment and ADA summary.
Finally, Mr. Wood discussed the potential of bond funding for some of the capital projects since we are on LAUSD property.
Mr. Silverstein asked if the "hold harmless" freeze in ADA funding will be lifted for the next school year; Mr. Wood stated yes.
Mr. Wright asked about California lottery funding; Mr. Wood replied that funding from California lottery has not changed much for the past several years.

H. Committee Updates

Mr. Archibald shared updates from the Finance Committee meeting on 5/25/21. The Committee voted to recommend approval of the revisions to the Investment Policy Statements that are being presented to the Board today. No recommendation was made by the Committee regarding approval of the check registers due to some unanswered questions. The Committee did vote to recommended approval of the credit card bills and the tax return.
No other committees met.

II. Consent

A. Approve Minutes of April 22, 2021 Regular Board Meeting

Brian Archibald made a motion to approve the minutes from Regular Board Meeting on 04-22-21.
Brad Wright seconded the motion.
This item was approved as part of the consent agenda. All present voted in favor of approval.
The board **VOTED** to approve the motion.

B. Approve Minutes of April 28, 2021 Special Board Meeting

Brian Archibald made a motion to approve the minutes from Special Board Meeting on 04-28-21.
Brad Wright seconded the motion.
This item was approved as part of the consent agenda. All present voted in favor of approval.

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

C. Review and Vote on April 2021 Check Registers

Brian Archibald made a motion to approve the Consent Agenda.
Brad Wright seconded the motion.
This item was approved as part of the consent agenda. All present voted in favor of approval.
The board **VOTED** to approve the motion.

D. Review and Vote on April 2021 Credit Card Charges

Brian Archibald made a motion to approve the Consent Agenda.
Brad Wright seconded the motion.
This item was approved as part of the consent agenda. All present voted in favor of approval.
The board **VOTED** to approve the motion.

III. Governance

A. Discuss Nominating Committee's Recommendation for the Community Representative Position

There were two candidates for the Community Representative position, Beatriz Chen and Danielle Malconian. Both candidates were given the opportunity to make brief public statements to the Board. The nominating committee recommended Beatriz Chen for the position. The committee also encouraged Ms. Malconian to continue to be involved with ECR and to watch for future Board openings.

B. Vote to Install Community Representative Position

Brad Wright, chair of the Nominating Committee, introduced the candidates for the Community Representative position.
Candidate Danielle Malconian made a statement to the Board regarding her candidacy.
Candidate Beatriz Chen made a statement to the Board regarding her candidacy.
Ms. Ibach noted that she and Mr. Kofahl were on the Nominating Committee along with Mr. Wright, and she stated that the Nominating Committee is recommending Beatriz Chen for the Community Representative position.
Brad Wright made a motion to install Beatriz Chen as the Community Representative.
Linda Ibach seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Beatriz Chen	Abstain
Kenneth Lee	Aye
Brian Archibald	Aye

Roll Call	
Jeff Davis	Absent
Scott Silverstein	Aye
John Perez	Aye
Linda Ibach	Aye
Steven Kofahl	Aye
Brad Wright	Aye

C. Vote to Install Classified Representative Position

One candidate, Daniela Lopez-Vargas, ran unopposed for the Board position of Classified Representative.
Brad Wright made a motion to install Daniela Lopez-Vargas as the Classified Representative.
Steven Kofahl seconded the motion.
The board **VOTED** to approve the motion.

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

IV. Financial

A. April 2021 Financial Update

Mr. Wood reviewed the April 2021 Financial Update.

B. Discuss and Vote on 2019-2020 Tax Return

Mr. Hussey stated that the tax return was prepared by a third party accounting company, Christy White & Associates.
Brian Archibald made a motion to approve the 2019-2020 Tax Return.
Linda Ibach seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Jeff Davis	Absent
Scott Silverstein	Aye
Kenneth Lee	Aye
John Perez	Aye
Brian Archibald	Aye

Roll Call	
Linda Ibach	Aye
Beatriz Chen	Aye
Brad Wright	Aye
Steven Kofahl	Aye

C. Review and Vote on Revised Investment Policy Statements

Mr. Wood stated that the existing Investment Policy Statements (IPS) were revised and updated by our new investment advisor, Beacon Pointe. Some of the changes were cosmetic in nature (job titles), but substantive changes included: updating the types of authorized investments; including charts on the asset classes with the target and allowable ranges; and changing the rating of allowable corporate bonds from A to BBB (there is a minimal risk involved in this change).
Brian Archibald made a motion to approve the revised Investment Policy Statements.
Scott Silverstein seconded the motion.
The board **VOTED** to approve the motion.

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

V. School Business

A. Discuss and Vote on Extended Learning Opportunities Grant Plan

Ms. Clark and Ms. Endres presented the proposed Extended Learning Opportunities Grant Plan (Plan) to the Board. This Plan provides funding for learning recovery to support students in learning loss, as well as to provide academic, social, and emotional support as needed. The Plan must be submitted to the CDE by June 1, 2021. The funds must be spent during the next school year. Highlights of the Plan include adding a second Psychiatric Social Worker (PSW), two more School Counselors, hiring additional paraprofessionals, and starting a Wellness Health Center.
Ms. Chen asked about whether the new Community Media Center was one of the capital improvement projects that was being considered; Mr. Hussey replied yes. Ms. Chen also questioned whether teachers were getting professional development on how to recognize whether students need social-emotional support; Mr. Hussey stated that the PSW had conducted training on social-emotional support, and noted it would be part of professional development going forward.

Mr. Archibald asked if there was a standard as to the number of PSWs to students. Ms. Clark replied that she had discussed this issue with Joanna Johnston the PSW; based on this, it appears that ECR was a bit behind the recommended ratio, and that other schools had a PSW before we did. Mr. Archibald expressed concern that the Plan did not appear to have any specifics. Ms. Clark noted that the Plan was not the place to include specifics, and that we had already implemented many of the programs identified in the Plan. She further stated that ECR would continue to pay attention to ways to provide specialized support to students, including during the school day as well as before and after school programs. Ms. Endres noted that ECR is looking to expand support programs that had already been started this school year, and that we were focusing on sustainability of these programs. Mr. Hussey noted that most other schools have two PSWs (though one school has three), and adding another would put ECR in line with most other schools, but if it is determined a third is needed the monies identified in the Plan could be used to add a third PSW. Mr. Wood noted that there are other CARES grants that could be accessed to also help with learning loss funding, and that this Plan is the first in terms of deadline.

Mr. Silverstein asked where the additional salaries for the additional PSW and other personnel was listed; Mr. Wood noted that the Plan is in the format required by CDE so it may not have the breakdown by salary, and that it would be reflected in a number of the expenditures identified. Mr. Silverstein if the additional expenditures would be an ongoing fixed expense. Mr. Hussey noted that the PSWs are contracted year-to-year, and that the budget will be built and adjusted on an ongoing basis to meet the needs of the students. Mr. Archibald asked that, if we do not receive the monies from this Plan, would these amounts be in our budget. Mr. Hussey replied yes, a majority of the expenditures would be in the budget.

Mr. Perez asked if these funds would be ongoing, or a one-time funding. Mr. Hussey replied they are a one-time fund. If there is no funding in the future, these expenditures would have to be reduced, or they would have to be incorporated into the general budget.

Mr. Hussey noted that detailed information on the specific proposed expenditures can be provided and the Board requested additional detail on the expenditures if the Plan is approved.

Brad Wright made a motion to approve the Extended Learning Opportunities Grant plan. Linda Ibach seconded the motion.

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

Roll Call

Brian Archibald	No
Brad Wright	Aye
Linda Ibach	Aye
Kenneth Lee	Aye
Beatriz Chen	Aye
Jeff Davis	Absent
John Perez	Aye
Scott Silverstein	Aye

Roll Call

Steven Kofahl	Aye

Mr. Silverstein asked that, in accordance with Robert's Rules of Order, that the vote tally be reported. Ms. Larew noted that, for this motion, the vote was 7 yes, 1 no, and 1 absent.

B. Discuss and Vote on Reducing Graduation Credit Requirements for Juniors/Seniors

Mr. Hussey presented the proposal to reduce graduation requirements for current 11th and 12th grade students due to the impact of Covid-19. He explained that Ms. Larew, Assistant Principal over Student Support Services, and Mr. Alba, Assistant Principal over Counseling, worked with him to develop the proposal and that it would not impact any core requirements for graduation. He reviewed the data that shows that ECR's students with disabilities, English learners, and those in the Flex Program have been disproportionately impacted by the school closure and pandemic. Mr. Wright noted that our 9th and 10th grade students have been impacted as well and asked whether this might apply to them. Mr. Hussey agreed they have been impacted and discussed that there is more opportunity to address their needs over time with additional supports through the use of learning loss funding, but that a graduation credit adjustment could come to the Board for other graduating classes as well in the future if it is ultimately needed to more effectively support students currently in lower grades.
Beatriz Chen made a motion to approve updating ECR's graduation requirements for students currently in the 11th grade (class of 2022) or 12th grade (class of 2021) by reducing the elective credit requirement by 20 credits to a total of 55 credits and reducing the total credit requirement for graduation to 210 credits.
Steven Kofahl seconded the motion.
The vote tally was 8 yes, 0 no, and 1 absent.
The board **VOTED** to approve the motion.

Roll Call

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

C. Discuss Collective LAUSD SELPA Notification Letter

Mr. Hussey shared information regarding ECR's participation in LAUSD's Charter Operated Programs (COP) Special Education Local Plan Area (SELPA). There is no intent to leave the SELPA at this time; however, notification must be provided to the

district at least one year and one day in advance of leaving the SELPA. Because of this requirement for significant advance notice, approximately 200 charters in the COP SELPA collectively send an annual letter to the district reserving the right to exit the SELPA. This allows ECR to maintain the option to leave the SELPA should there be any significant or concerning changes in the SELPA structure or funding model.

D. Board Review of Comparable Compensation Data for Charter School Executives

The Board again briefly reviewed the comparable compensation data for charter school executives.
The Board went into closed session at 6:44pm.

VI. Closed Session

A. Conference with Legal Counsel: Anticipated Litigation

Jeff Davis arrived.
Closed session took place.

B. Public Employment

Closed session took place.

C. Conference with Labor Negotiators

Closed session took place.

D. Conference with Labor Negotiators

Closed session took place.

VII. Reconvene to Open Session

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

Open Session reconvened at 7:39pm. Ms. Chen reported that a new Executive Director Evaluation Committee had been set up, consisting of Ms. Ibach, Mr. Archibald, and Mr. Wright.

B. Possible Board Approval of Resolution Regarding Executive Compensation for Executive Director

Steven Kofahl made a motion to approve the resolution regarding executive compensation for the Executive Director.
Brian Archibald seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Kenneth Lee	Aye

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

C. Possible Board Approval of Employment Agreement for Executive Director

Ms. Chen reviewed the terms of the agreement point by point, including salary and compensation paid as fringe benefits.
Steven Kofahl made a motion to approve the employment agreement for the Executive Director as presented.
Jeff Davis seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

VIII. Closing Items

A. Adjourn Meeting

Brian Archibald made a motion to adjourn the meeting.
Brad Wright 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 7:58 PM.

Respectfully Submitted,
Emilie Larew