

APPROVED



# El Camino Real Charter High School

## Minutes

### Special Board Meeting - Board Training

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#### Date and Time

Wednesday September 8, 2021 at 4:30 PM

#### Location

VIRTUAL MEETING - Please see below

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#### SPECIAL BOARD MEETING

For 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/9158207698669846031>, webinar ID 527-348-211. 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](mailto: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](mailto:comment@ecrchs.net), or by calling (818) 595-7500.*

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#### **Directors Present**

Beatriz Chen (remote), Brad Wright (remote), Brian Archibald (remote), Daniela Lopez-Vargas (remote), Danielle Malconian (remote), John Perez (remote), Linda Ibach (remote), Scott Silverstein (remote)

#### **Directors Absent**

Steven Kofahl

#### **Directors who left before the meeting adjourned**

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Beatriz Chen

### **Guests Present**

David Hussey (remote), Emilie Larew (remote)

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## **I. Opening Items**

### **A. Call the Meeting to Order**

Brad Wright called a meeting of the board of directors of El Camino Real Charter High School to order on Wednesday Sep 8, 2021 at 4:36 PM.

### **B. Record Attendance and Guests**

### **C. Pledge of Allegiance**

Ms. Chen led the Board in the Pledge of Allegiance.

### **D. Public Comments**

There were no public comments.

## **II. Comprehensive Board Training**

### **A. The Brown Act**

Wayne Strumpfer of Young, Minney & Corr presented the Board's annual Brown Act training. He reviewed: the purpose of the Brown Act, the definition of a meeting, serial meetings, Public Record Act requests, teleconference meeting requirements both prior to the pandemic waivers and as of October 1 as well as currently with the state waivers currently in place. During normal times, at least 5 Board members need to be within the jurisdiction of LA County to meet participation requirements for meetings and teleconference locations must be posted on the agenda, must be ADA accessible, and the agenda must be posted at all teleconference locations. The Governor's Executive Order allowing flexibility with Brown Act requirements was reviewed, which currently expires on September 30th. When meetings return to in-person format, make sure to follow all public health guidance (masking, distancing, etc.). Rights of the Public were reviewed. Virtual meeting protocols were reviewed. Permissible reasons for closed session were reviewed.

### **B. Conflict of Interest Laws**

Mr. Strumpfer reviewed the requirements of conflicts of interest and what red flags to look for. He noted that each case must be reviewed individually when questions arise due to all the legal complexities. Types of financial conflicts were reviewed. Government Code

section 1090 and the Political Reform Act were reviewed, including the requirements for who must file Form 700.

**C. Best Governance Practices**

Mr. Strumpffer reviewed best practices. He discussed the different roles of the Board as compared to the Executive Director. The importance of establishing and enforcing operational norms was discussed, effective and efficient use of time, preparation in advance of meetings, and Board professional development.

Case study examples were discussed for various hypothetical situations.

**D. Board Responsibility for Non-Profits**

Mr. Strumpffer discussed the Fiduciary Duty of Board Directors.  
Beatriz Chen left at 6:11 PM.

**III. Closing Items**

**A. Adjourn Meeting**

Brad Wright made a motion to adjourn the meeting.

Linda Ibach seconded the motion.

The board **VOTED** 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 6:25 PM.

Respectfully Submitted,  
Emilie Larew