APPROVED

El Camino Real Charter High School

Minutes

Regular Board Meeting

Date and Time
Thursday October 27, 2022 at 5:30 PM

Location
ECRCHS Main Campus - Grieb Theater

5440 Valley Circle Boulevard
Woodland Hills, CA 91367

REGULAR 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 in the school's website (https://ecrchs.net - click the ECR Board tab).

ATTENTION:

WE HAVE RETURNED TO "IN-PERSON" REGULAR AND SPECIAL BOARD MEETINGS AND COMMITTEE MEETINGS.

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND OTHER MEETING ATTENDEES:

El Camino Real Alliance ("ECRA") welcomes your participation at ECRA's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of ECRA in public.

Your participation assures us of continuing community interest in our charter school. To assist you in the ease of speaking/ participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.

2. “Request to Speak” forms are available to all audience members who wish to speak on any agenda items or under the general category of “Public Comments.”

“Public Comments” 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.
These presentations are limited to ***two (2) 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 be permitted twice the allotted time to speak.

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.

3. You may also complete a “Request to Speak” form to address the Board on Agenda items. With regard to such agenda items, you may specify the item(s) on your “Request to Speak” form and you will be given an opportunity to speak for up to three (3) minutes before the item is addressed, and total time allocated to agenda items will not exceed six (6) minutes for a Discussion item and nine (9) minutes per Vote item.

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 be permitted twice the allotted time to speak, and the total allocated time shall be appropriately increased as well.

4. When addressing the Board, speakers are requested to state their name and 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.

5. Any public records relating to an agenda item for an Open Session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 5440 Valley Circle Blvd., Woodland Hills, California, 91367.

IMPORTANT NOTE REGARDING PUBLIC COMMENTS:

Effective September 2022, public comments presentations at all ECRA Regular and Special Board Meetings and at Committee Meetings must be made in person.

There is no obligation on the part of the school to have a school official read public comments during in-person Board Meetings.

A member of the public is welcome to appear at the Board meeting to make a public comment or make arrangements with another person in attendance to speak on the person's behalf.

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 or more motions 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 vote(s) on the Consent Agenda item(s). 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
Alexandra Ramirez, Brad Wright, Daniela Lopez-Vargas, Danielle Malconian, Linda Ibach, Steven Kofahl

Directors Absent
Gregg Solkovits

Directors who arrived after the meeting opened
Daniela Lopez-Vargas

Guests Present
David Hussey, Gregory Wood, Kurt Lowry, a.llyas@ecrchs.net, j.alba@ecrchs.net

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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 Thursday Oct 27, 2022 at 5:30 PM.

B. Record Attendance and Guests

Daniela Lopez-Vargas arrived at 5:38 PM on October 28.

C. Pledge of Allegiance to the United States of America (USA)

ECRCHS Science Teacher Ms. Karen Evens led Board Members and guests in the Pledge of Allegiance to the United States of America (USA).

D. Public Comments

Public Comments are summarized as follows:

1. PE Teacher Lori Chandler asked for board support in ensuring that Retiree health benefits are equal to or better than LAUSD's. Emphasized the change needed to Dental Benefits. Requested Board's support to ensure retiree benefits match those of LAUSD's.

2. Sp. Ed. Coordinator Steve Kingery asked for board support of ensuring Retiree Health Benefits are equal to or better than LAUSD's benefits for retirees.

3. Nurse Peggy Valentine asked for Board support in ensuring Retiree Health Benefits are equal to or better than LAUSD's retiree benefits.

4. PE Teacher Kevin Williams asked for Board support in ensuring Retiree Health Benefits are equal to or better than LAUSD's retiree benefits. Mr. Williams noted his concerns about how his retiree benefits "end with me" and would not continue to cover a surviving spouse.

5. Sp. Ed. Resource Teacher Glenn Short asked for Board support in ensuring Retiree Health Benefits are equal to or better than LAUSD's retiree benefits. Mr. Short wants to ensure that ECR Retiree benefits are the same as those for active employees in terms of costs.

6. Teacher Maryellen Webster asked the Board to take care of teachers by providing retirees the same or better lifetime benefits as those offered to LAUSD's retirees.

7. Teacher Susan Niven expressed support for retiring teacher colleagues by asking the Board to provide the same or better retiree benefits as those offered to LAUSD's retirees.

8. Teacher Stacey Meltzer expressed concerns about the quality and quantity of available substitute teachers. Expressed concern about Kelly Substitutes terminated partnership.

9. Teacher Gary Asarch asked the Board to bring benefits up to par with those of LAUSD's retirees, especially with regard to dental benefits; noted that ECRCHS's benefits are not similar with LAUSD's and therefore ECRCHS is in "violation" of its charter promise.

10. Community Member Daniel Ozstreicher asked that the proposed Fiscal Policies and Procedures allow employees to receive 100% reimbursement for professional courses beyond those offered through the UCLA Extension. Suggests $5K-$10K general cap with unlimited courses/programs/institutions beyond just UCLA.

11. Teacher Sue Schuster expressed concern about rule of 80 benefits eligibility rule and requested board support for ensuring ECR's retirees' benefits stay the same or better.

12. Teacher Setari Bahri expressed her displeasure with SISC benefits administrator and then informed the Board of her great concerns regarding Schoolwide Discipline, noting the school environment is going down "big time" and that she does not feel safe walking in the hallways and on campus.

13. Dean Barbara Stanoff informed the Board that she feels discriminated against for being made to attend an October 4th, 2022, faculty meeting, giving her little time to prepare for her observation of the high holy day "Yom Kippur."

14. Science Teacher Sukbhir Dhillon expressed concerns about the Adhesive Hall Passes, noting that the Dean's office had rejected adhesive hall passes five years previously due to theft, cost, sticker removal, etc. Mr. Dhillon also noted that administrators needs to be made to attend professional development in the same way teachers are expected to attend PD.

15. Parent J. Dean expressed concerns about the School's reputation, saying it is going down. She noted that there are reports of fighting, vaping, drug use, fentanyl, etc., in bathrooms and that her daughter has been exposed and/or influenced accordingly. Wonders why bathrooms and students are not being monitored. Parent noted that she is considering transferring her child/ren to Oak Park HS.

E. Executive Director Update (Jon Hatami)

Mr. Hussey provided his Executive Director Update, with highlights as follows:

1. Thanked administrators, Student Council Advisors/Students, and other stakeholders for their collaborative efforts in hosting a very successful Homecoming Dance that included over 1,600 students/participants.

2. Thanked Administrative Director Jason Camp and Athletics Administrator Richard Russell for securing alternate sites for football home games while the ECRCHS football field is off-limits/under repair.

3. Thanked Board President Wright for assisting with successful effort in securing traffic bollards from the Dept. of Transportation (DOT) which have been placed on Valley Circle Boulevard to facilitate increased traffic safety (preventing U-turns).

4. Noted that the football field will be repaired beginning in March, per LAUSD Maintenance and Operations. Concerns about completion date due to Graduation on June 2nd, 2023.

5. Noted that he had recently met with some soon-to-be-retirees regarding health benefits concerns. Noted that there is a process involved and he is looking into this matter after a meaningful conversation.

F. Chief Business Officer Update

Mr. Wood provided his Business Officer Update, with highlights as follows:

1. Noted that the materials include ADA and cafeteria updates, including the following charts which were discussed at length in the Finance & Investment Committee Meeting:

2. ADA - Enrollment by Grade Level and ADA of the school; gen. ed., sp. ed., alt ed., and ISP programs.

3. Cafeteria - averaging about 2400 meals/day; generating a profit that is well beyond anything Mr. Wood has experienced in his twenty-plus years of service; revenue funds to be reinvested in the Cafeteria (upgraded equipment and a design/remodeling); design renderings in process.

4. Participation up 60%.

5. EEBG report filed and the form is in the materials.

6. Annual Audit process underway and due 12/15.

7. CBO's networking meetings with Birmingham, Granada, Palisades charters.

G. Board Chair Update

Mr. Wright provided the Board Chair Update, with highlights as follows:

1. Ms. Malconian noted that the school is in process of securing and placing vape sensors in the bathrooms.

2. Mr. Wright noted that he's scared about what is happening everywhere in terms of students' use of drugs/at-risk behaviors' noted he's been with LAUSD Board Member Scott Schmerlson, the DA's office, etc.

3. Thanked Board Members for their dedicated, voluntary service to the school.

II. Consent

A. Approve Minutes of the September, 22nd, 2022, Regular Board Meeting

Danielle Malconian made a motion to approve the minutes from Regular Board Meeting on 09-22-22.
Steven Kofahl seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Alexandra Ramirez	Aye
Brad Wright	Aye
Danielle Malconian	Aye
Daniela Lopez-Vargas	Aye
Gregg Solkovits	Absent
Linda Ibach	Aye
Steven Kofahl	Aye

B. Approve the September, 2022, Check Registers

Steven Kofahl made a motion to approve the September, 2022, Check Registers.
Danielle Malconian seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Danielle Malconian	Aye
Linda Ibach	Aye
Steven Kofahl	Aye
Alexandra Ramirez	Aye
Daniela Lopez-Vargas	Aye
Gregg Solkovits	Absent
Brad Wright	Aye

C. Approve the September, 2022, Credit Card Statements

Steven Kofahl made a motion to September, 2022, Credit Card Statements.
Alexandra Ramirez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Danielle Malconian	Aye
Linda Ibach	Aye
Alexandra Ramirez	Aye
Brad Wright	Aye
Gregg Solkovits	Absent
Steven Kofahl	Aye
Daniela Lopez-Vargas	Aye

III. Investment

A. Investment Update

Mr. Wood, CBO, provided the September, 2022, Investment Update, with highlights as follows:

OPEB:

1. $19.7M in OPEB as of September 30th.

Gen. Account:

2. $5.7M in three difference investment advisors, plus annuities, for a total of $6.5M in Gen. Account/Fund as of September 30th.

3. One advisor, Polen Capital, is underperforming and is under review by Beacon Pointe, with information forthcoming by Beacon Pointe at the November Board Meeting with regard to whether or not any adjustment to our investment advisor (Polen Capital) is recommended.

Mr. Kofahl noted that the investment advisor is under review and he wanted to know by whom to which Mr. Wood noted that ECRCHS's investment advisor, Beacon Pointe, is reviewing Polen Capital and will include their review at the Nov. board meeting.

IV. Finance

A. Financial Update

Mr. Wood, CBO, and Ms. Ilyas, Director, Accounting and Finance, provided the September, 2022, Financial Update, with highlights as follows:

1. Mr. Wood noted that Ms. Ilyas created a summary page/user-friendly that includes revenues and expenses and reviewed the columns on the summary page (e.g., Revenue,

2. First interim report due by 12/15 to LACO, LAUSD, and CDE (projections through the end of year).

Ms. Malconian noted that the Finance & Investment Committee had worked with Mr. Wood and Ms. Ilyas to provide a summary to make this information easier to understand and with a faster presentation. She encouraged anyone who is interested in the school's finances to to attend the Finance and Investment Committee meetings wherein the

materials are discussed in greater depth. F&I Committee meetings are on the Thursday prior to the Regular Board Meetings.

B. Discussion on the CARES and ESSER Funds Budget Proposal

Mr. Wood, CBO, and Ms. Ilyas, Director, Accounting and Finance, led a discussion on the CARES and ESSER Funds Budget Proposal, with highlights as follows:

1. Ms. Ilyas noted that the document shows a summary of CARES and ESSER Funds received as a result of COVID as related to support for 1. safety; and 2. to address learning loss.

2. Ms. Ilyas provided an overview of the form and columns (Name, Grant, Allocation, YTD Spent, Amount Left, Deadline to spend.

3. Noted ECRCHS has received $13.7M, spent approximately $5M; has approximately $8.6M remaining funds.

Mr. Wood - Important part; deadline order due to use it or lose it; Last two grants Arts/music ima and learning recovery (all the way out to 2028); will have conversations about how best to spend these categorical funds.

Ilyas noted that the State requires a spending plan to accompany how these funds will be spent, with an example being the A-G funds and spending plan that Mr. Alba will present later in this meeting.

ESSER:

1. Mr. Wood noted that the ESSER Plan (with funds amounts) had been submitted recently and is attached to the materials (supporting schedules for these grants).

C. Discussion on ECRCHS's Fiscal Policies and Procedures

Mr. Wood, CBO, and Boardmember Malconian, led a discussion on the FPPs, with highlights as follows:

1. Mr. Wood noted that this is the last draft of the FPPs, which has been an ongoing process and that they are seeking input from all stakeholders on the FPPs over the next thirty days and ahead of the next board meeting.

2. The goal is to have one more month for input on the FPPs; edits on the document in red color represent changes to titles and amounts.

3. Mr. Wood is hoping to have all input in time to present a final FPPs draft to the Finance and Investment (F&I) Committee in November for recommendation for approval to the full board in November.

4. Ms. Malconian encouraged comments and input by all stakeholders.

V. Governance

A. Discussion and Vote on Possible Changes to the Number and Governance Structure of Current Standing and Ad Hoc 2022-2023 Board Committees

Danielle Malconian made a motion to approve the governance structure and number of current Standing and Ad Hoc Committees (no changes since 22SEP2022 Board Meeting).
Steven Kofahl seconded the motion.
Mr. Wright reviewed each committee's governance structure (Standing or Ad Hoc) prior to the vote.
The board **VOTED** to approve the motion.

Roll Call	
Danielle Malconian	Aye
Linda Ibach	Aye
Steven Kofahl	Aye
Brad Wright	Aye
Gregg Solkovits	Absent
Alexandra Ramirez	Aye
Daniela Lopez-Vargas	Aye

B. Discussion on 2022-2023 Standing Committee Meeting Dates

Mr. Wright asked Board members to initiate a discussion about dates for committees.

F & I Committee Dates (Standing) are already established.

School Site Safety (Standing)

Dr. Lowry noted that this agenda item is placed in order to ensure that all committee meetings are scheduled such that the dates don't conflict with other meetings and for the purpose of creating a master meetings and committee meetings calendar.

Ms. Ibach asked whether or not the school already has a School-site Safety Committee, to which Mr. Hussey responded in the affirmative.

Mr. Wright noted that one or more members of the Board who are part of the School Site Safety Committee will attend the school-based School Site Safety Committee meetings.

Dr. Lowry requested members of committees to determine their committee meeting dates and communicate them.

Mr. Wright asked members to provide proposed committee meeting dates by November 10th, 2022.

VI. School Business

A. Discussion of ECRCHS's Compliance with LAUSD's "Keeping Parents Informed: Charter Public School Transparency Resolution of January 12th, 2016."

Dr. Lowry noted that the school complies with this resolution which allows the public to be informed leading up to, during, and after Board meetings.

He explained when Board materials are posted and that all materials are available electronic and hardcopy format, upon request or via the website, in order to ensure 100% compliance with the resolution.

B. Discussion on A-G Block Grant

Mr. Alba, Administrative Director, provided an overview of the A-G Block Grant and spending plan, with highlights as follow:

*Received approximately $500K ($474,406) for the purpose of promoting student access and success and mitigation;

1. Propose adding a full-time college counselor (bilingual desired to support EL college access);

2. Expand access to A-G courses outside of the school day (Cyber High, BYU, ISP, etc.).

3. Funding increased for counselors outside of regular school hours, including Summer, for student support

4. Access to individuals with whom they can speak; ratio of 1800:1, to bring down to 1200:1 for college counselor (expand outreach to parents and for activities).

5. Cost breakdown presented as listed in the materials.

6. Possible expansion of auxiliaries to expand access to our student body for in-seat learning.

Ms. Ibach noted that when students struggle during the day, they also struggle on those platforms, to which Mr. Alba acknowledged.

Ms. Ibach commented that she believes that we lose students in the 9th grade and hopes that the outreach can target those students and their parents to which Mr. Alba noted that he is working with Ms. Bero to require an outreach prior to any student coming off an A-G track.

Ms. Malconian asked if the College counselors have enough current support, to which Ms. Alba noted that demand is largely social-emotional and he hopes for more resources so more time can also be dovoted to academic support; noted that one additional college counselor will be helpful.

C. Discussion and Vote on 2022-2023 Comprehensive School Safety Plan

Alexandra Ramirez made a motion to approve the 2022-2023 Comprehensive School Safety Plan.
Danielle Malconian seconded the motion.
Prior to the vote, Mr. Dean Bennett, Administrative Director, presented an overview of the CSSP, including members of committee, pp. 6-7 reviews of last year's goals (e.g., posters, kindness counts); Activity 1-3 and community clean-up was impacted by COVID and branding took a little longer; no u-turns has been addressed;

New Goals:

Student Council - monitors in hallway and cafeteria; permanent signage; posters

Student accomplishment and appreciation - periodic drawings

p. 9 - suspension data led to 1-3 positive behavior expectations (this is the way students act in class, etc.)

Community Clean-ups

Finished with re-branding to add to updated hallways and will include extension into academic hallways;

Drug detection dog visits increased;

NARCAN acquisition and upcoming training;

increasing the number of security cameras and then vaping sensors

Assessment of school safety data (avg. 3 susp. per month)

Led to positive behavior goal

P. 59 - updates to personnel; search and rescue, incident command; request and reunion gate; suicide awareness dates.

Mr. Wright noted that we welcome our new officer, Officer Wright.
The board **VOTED** to approve the motion.

Roll Call	
Alexandra Ramirez	Aye
Gregg Solkovits	Absent
Steven Kofahl	Aye
Brad Wright	Aye
Daniela Lopez-Vargas	Aye
Linda Ibach	Aye
Danielle Malconian	Aye

The Board entered Closed Session at 6:47 p.m.

VII. Closed Session

A. Public Employee Discipline / Dismissal / Release

This item was discussed.

B. Conference with Legal Counsel - Anticipated Litigation

This item was discussed.

C. Conference with Legal Counsel - Existing Litigation

This item was discussed.

D. Conference with Labor Negotiators

This item was discussed.

VIII. Reconvene to Open Session

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

The Board returned to Open Session at 7:47 p.m.
Mr. Wright reported that no actions were taken during Closed Session.

IX. Closing Items

A. Adjourn Meeting

Steven Kofahl made a motion to adjourn the meeting.
Alexandra Ramirez 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 7:47 PM.

Respectfully Submitted,
Kurt Lowry