APPROVED

El Camino Real Charter High School

Minutes

Regular Board Meeting

7-16-2025 Regular Board Meeting

Date and Time
Wednesday July 16, 2025 at 5:30 PM

Location
El Camino Real Charter High School - Media Center

5440 Valley Circle Woodland Hills CA 91367

Meeting can also be seen and heard at:

North Campus - 7401 Shoup Ave. West Hills CA 91307

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).

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:

PUBLIC COMMENTS

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 during the Public Comments periods. 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.

NOTE: Public Comments, effective with the March 24th, 2022, Regular Board Meeting, are limited to two (2) minutes and total time allotted to all agenda and 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 inperson Board Meetings. Powered by BoardOnTrack 2 of 4 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 may 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
Alexandra Ramirez, Brad Wright, Gregg Solkovits, Steven Kofahl

Directors Absent
Linda Ibach, Ronald Laws

Guests Present
Ryan Guinto

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 Jul 16, 2025 at 5:30 PM.

B. Record Attendance and Guests

C. Pledge of Allegiance

Mr. Wright led the Board members and guests in the Pledge of Allegiance to the United States of America (USA).

D.

Public Comments

No public comments were received for this meeting.

II. School Business

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

Mr. Wright led the discussion regarding the Board's review of comparable compensation data for the Chief Business Officer (CBO) position. He began by noting that, pursuant to IRS regulations, nonprofit organizations are required to provide fair and reasonable compensation for executive positions. In determining the reasonableness of such compensation, the IRS evaluates both fixed and non-fixed components, including base salary, incentive compensation, bonuses, and benefits.

Mr. Wright presented a Statement of Findings regarding the compensation levels of educational leaders within Los Angeles County. The data was compiled from various sources, including the California State Comptroller's Office, IRS Form 990 filings for fiscal years 2022 and 2023, and student enrollment data from the 2024 California School Dashboard.

The Board reviewed a sample comparison of total compensation packages from four charter schools across three school districts, with average student populations of approximately 3,503. El Camino Real Charter High School, with an enrollment of approximately 3,261 students, was used as a reference point. The analysis showed that the average total compensation package (base salary plus additional compensation) was approximately **$228,630**, with an average base salary of **$184,475**. The salary range observed among comparable positions was between **$137,378** and **$224,681**, influenced by factors such as experience, tenure at the school, student populations, staff size, and location of the charter school.

Adjusting for inflation and market trends, a conservative 3% annual increase was applied to project figures for the 2025–2026 fiscal year. Based on this projection, the average total compensation is estimated at **$244,314**, with an average base salary of **$197,130**.

Mr. Wright referred attendees to a compensation comparison chart displayed on-screen during the meeting. He noted that the full report and accompanying visuals would be made available online for public access. Community members interested in reviewing the data are encouraged to visit the school's official website.

The board entered the closed session at 5:38 PM on the 16th of July, 2025.

III. Reconvene to Open Session

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

The board reconvene to open session at **00:00 PM** on the 16th of July, 2025.

B. Possible Board Approval of Resolution Regarding Executive Compensation for Chief Business Officer

Mr. Wright presented the resolution for Board approval regarding the executive compensation package for the Chief Business Officer (CBO) position for the 2025–2026 school year. He noted that this position is **exempt from overtime**, and as such, the responsibilities of the role may require the employee to perform additional duties outside the standard workday, including weekends and periods beyond the regular work year. Mr. Wright outlined the proposed compensation package as follows:

- **Base Annual Salary:** $220,692.17
- **Master's Degree Stipend:** $5,000.00
- **Total Annual Compensation:** $225,692.17

Additional terms include:

- **Cell Phone Reimbursement:** $50.00 per month
- **Sick Leave Accrual:** 13 days annually
- **Paid Vacation Accrual:** 2 days per month (24 days annually), with a cap of 36 days
- **Health Benefits:** Premiums consistent with those offered to other El Camino Real Charter High School employees, subject to program eligibility requirements
- **Retirement Program:** Participation in the retirement program (e.g., CalSTRS or PERS), as applicable

Mr. Wright stated that the proposed compensation is **fair and reasonable** when compared to compensation packages for executives in similar roles at comparable schools in the region.

C. Possible Board Approval of Employment Agreement for Chief Business Officer

Mr. Wright moved for the Board to approve the employment of **Mr. Fernando Delgado** as Chief Business Officer, with the terms as presented. The motion included a finding that the overall compensation is in alignment with market standards and compliant with all applicable regulations.

Steven Kofahl made a motion to Approve the Executive Compensation and Employment Agreement for Chief Business Officer.
Gregg Solkovits seconded the motion.
3 yes - 1 abstain
The board **VOTED** to approve the motion.

Roll Call	
Linda Ibach	Absent
Gregg Solkovits	Abstain
Brad Wright	Aye
Alexandra Ramirez	Aye
Steven Kofahl	Aye
Ronald Laws	Absent

D. Discuss and Possible Approval of Revised Management Salary Table

Mr. David Hussey led the discussion regarding a proposed revision to the management salary structure and the creation of a new position titled **Director of Maintenance, Operations, and Facilities**.

He clarified that the organization does **not intend to rehire for the Chief Operations Officer (COO) position** at this time. However, to meet the operational needs previously addressed by the COO, Mr. Hussey proposed the establishment of this new director-level position.

Mr. Hussey presented the **complete job description**, which includes the following components:

- **Job Summary**
- **Essential Duties and Responsibilities**
- **Required Knowledge, Skills, and Abilities**
- **Education and Experience Requirements**
- **Work Environment Expectations**
- **Physical Requirements**

The full job description document is available for public viewing **online**.
Mr. Hussey also noted that the organization **reserves the right to revise the duties** of the position as necessary.

In terms of compensation, a new line has been added to the **management salary table** reflecting the proposed salary for this role, set at approximately **$100,000 annually**.

Mr. Hussey emphasized that although this position will replace the operational functions of the former COO role, it is a separate position that will operate **under the direction of the Executive Director**, as clearly stated in the **first line of the job summary**.

Alexandra Ramirez made a motion to approve the revised management salary table by adding the director of maintenance operations and facilities position.
Steven Kofahl seconded the motion.
3 Yes - 1 Abstain
The board **VOTED** to approve the motion.

Roll Call	
Gregg Solkovits	Abstain
Steven Kofahl	Aye
Brad Wright	Aye
Linda Ibach	Absent
Ronald Laws	Absent
Alexandra Ramirez	Aye

IV. Closing Items

A. Adjourn Meeting

Gregg Solkovits made a motion to adjourn the meeting.
Steven Kofahl seconded the motion.
Single voice vote
The board **VOTED** unanimously to approve the motion.

Roll Call	
Ronald Laws	Absent
Linda Ibach	Absent
Gregg Solkovits	Aye
Steven Kofahl	Aye
Brad Wright	Aye
Alexandra Ramirez	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:16 PM.

Respectfully Submitted,
Ryan Guinto