APPROVED

# El Camino Real Charter High School

# Minutes

## Regular Board meeting

9-25-2025 Regular Board Meeting

**Date and Time**
Thursday September 25, 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

**ANNUAL MEETING AND 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.*

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**Directors Present**
Brad Wright, Joe Kolkowitz, Linda Ibach, Ronald Laws, Steven Kofahl

**Directors Absent**
Alexandra Ramirez, Gregg Solkovits

**Guests Present**
Fernando Delgado, Janneyra Verduzco, Ryan Guinto, Vania Rodriguez

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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 Sep 25, 2025 at 5:30 PM.

### B. Record Attendance and Guests

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

Janneyra Verduzco led us in the Pledge of Allegiance.

### D. Public Comments

CR Salona expressed appreciation for the school's commitment to education and the development of students' critical thinking skills. They shared positive feedback about the school's reputation, noted their intention to become more involved in the community, and conveyed gratitude for the school's efforts.

**E. Executive Director Update**

Mr. Brad Wright presented the Executive Director's report on behalf of Mr. David Hussey. He announced that **Homecoming Week** will begin on **Monday, October 13**. Activities include a **pep rally** on **Friday, October 17**, followed by the **Homecoming football games** — JBS at **4:00 PM** and Varsity at **7:00 PM**. The **Homecoming Dance** will be held on **Saturday, October 18**, from **6:00 to 10:00 PM**.

Additionally, **Senior Night** for football, cheer, band, and color guard is scheduled for **Friday, October 24**. Mr. Wright also reminded everyone that **school will be closed on Thursday, October 2**, in observance of **Yom Kippur**.

**F. Chief Business Officer Update**

Mr. Fernando Delgado presented the **Chief Business Officer's report**, focusing on the **audited actuals for the 2024–2025 fiscal year** and an **overview of the 2025–2026 fiscal outlook**. The presentation outlined the district's **year-end financial position** and emphasized how **enrollment and attendance trends** continue to affect revenue.

Mr. Delgado reported a **current enrollment of 2,856 students** with a **94% average daily attendance rate**, noting a **decrease from last year's enrollment of 2,926**. He explained that the discussion will include the **factors contributing to this decline**, as well as the **strategies being implemented to address enrollment and revenue challenges**.

The goal of the presentation is to provide a **clear picture of the district's financial health**, highlight **potential challenges**, and outline **plans to maintain long-term fiscal stability**.

**G. Board Chair Update**

Mr. Brad Wright provided the **Board Chair's update**, emphasizing the **accessibility and openness** of board meetings. He informed attendees that the meetings are **broadcast across other campuses** and that **recordings are available** for those unable to attend in person.

Mr. Wright extended an **open invitation to the community** to attend future board meetings, reinforcing that the board is **committed to transparency, engagement, and serving the community's needs**.

## II. Consent

### A. Approve Minutes of September 8, 2025 Regular Board Meeting

Steven Kofahl made a motion to approve the minutes from Special Board Meeting on 09-08-25.
Joe Kolkowitz seconded the motion.
The board **VOTED** unanimously to approve the motion.

**Roll Call**

| | |
|---|---|
| Joe Kolkowitz | Aye |
| Gregg Solkovits | Absent |
| Ronald Laws | Aye |
| Steven Kofahl | Aye |
| Linda Ibach | Aye |
| Alexandra Ramirez | Absent |
| Brad Wright | Aye |

### B. Approve Minutes of August 28, 2025 Regular Board Meeting

Steven Kofahl made a motion to approve the minutes from Regular Board meeting on 08-28-25.
Joe Kolkowitz seconded the motion.
The board **VOTED** unanimously to approve the motion.

### C. Review and Vote on August 2025 Check Registers

Steven Kofahl made a motion to Approve the August 2025 Check Registers.
Joe Kolkowitz seconded the motion.
The board **VOTED** unanimously to approve the motion.

### D. Review and Vote on August 2025 Credit Card Statements

## III. Finance

### A. Discuss and Vote on 2024-2025 Unaudited Actuals

Mr. Fernando Delgado presented the **2024–2025 Unaudited Actuals**, noting that this report was previously reviewed by the Finance Committee. He provided an overview of revenues, expenditures, and fund balances, along with explanations for key variances.

Mr. Delgado reported an **average daily attendance (ADA)** of **2,687** compared to a total enrollment of **2,856**, reflecting a **94% attendance rate** and an overall **7% enrollment decline** from the prior year. He emphasized that funding is based on ADA rather than total enrollment, which will continue to pose fiscal challenges.

**Financial Overview:**

- **Estimated Actuals:** $48,120,277
- **Unaudited Actuals:** $51,802,053
- **Variance:** Largely due to timing, capital project expenditures, and bargained salary increases.

**Expenditures:**
Total expenditures amounted to **$49,471,672**, with **salaries and benefits comprising 67%** of total revenue/expenditures.
Key components included:

- Certificated Salaries: $18,013,598 (increase due to bargained pay raises)
- Classified Salaries: $5,555,341
- Employee Benefits: $11,304,107 (increases tied to STRS/PERS and medical costs)
- Services: $10,128,124
- Supplies and Depreciation: modest variances due to unfilled positions and reduced overtime.
  Overall variance from estimated expenditures was **$718,077**.

**Ending Fund Balance:**
The **projected ending net position** as of June 30, 2026, is **$41,474,073**, including:

- **Capital assets investment:** $8,492,395
- **Designated reserve for deferred maintenance:** $15,000,000
- **Excess OPEB/investments:** $2,860,000
- **Total restricted fund balance:** $7,790,946

It was noted that approximately **$7.1 million** of the fund balance is invested in **T-bills, stocks, and annuities**, with one T-bill maturing next month. The CBO will present updated investment options to the Board at that time.
Mr. Delgado also reviewed **grant and special fund balances**, emphasizing timely expenditure of COVID-era allocations such as the **Educator Effectiveness Block Grant** to prevent forfeiture of unspent funds.

Linda Ibach made a motion to Approve the 2024-2025 Unaudited Actuals.
Joe Kolkowitz seconded the motion.
The board **VOTED** unanimously to approve the motion.

**B. Discuss and Vote on the Approval of Prop 28 Arts & Music Budget**

Mr. Fernando Delgado presented the **Proposition 28 Arts and Music in Schools Act Budget** for 2025–2026, explaining the distinction between the **AMIM (Arts, Music, and Instructional Materials Block Grant)** and **Proposition 28** funding sources. While both

support arts and music initiatives, Mr. Delgado noted that **AMIM** is a *one-time discretionary block grant* of **$2,176,757** (expiring June 30, 2026), whereas **Proposition 28** provides *permanent annual funding* dedicated exclusively to arts and music education.

He clarified that **Proposition 28** requires **80% of funds** to be spent on **staffing** (teachers and aides) and **20%** on **materials, supplies, and partnerships**, emphasizing that these funds must **supplement—not replace—existing programs**. The annual report, as required by **Education Code Section 8820(a)(4)**, includes the number of full-time equivalent teachers, classified personnel, and school sites providing arts education, and will be submitted to the **California Department of Education (CDE)** and posted publicly.

For **AMIM**, Mr. Delgado outlined plans to enhance **Visual and Performing Arts (VAPA)** programs, upgrade **theater and multipurpose facilities**, provide **professional development**, and improve **classroom technology**. Input was gathered from teachers and students to ensure equitable use of funds, with a final plan to be presented for board approval at the **October regular board meeting**.

Mr. Delgado confirmed that **Prop 28 funding is ongoing**, providing sustainable support for arts staffing and programs across all grade levels, while **AMIM** supports broader short-term recovery and instructional initiatives.

Ronald Laws made a motion to Approve of Prop 28 Arts & Music Budget.
Joe Kolkowitz seconded the motion.
The board **VOTED** unanimously to approve the motion.

**Roll Call**

| | |
|---|---|
| Ronald Laws | Aye |
| Brad Wright | Aye |
| Linda Ibach | Aye |
| Joe Kolkowitz | Aye |
| Alexandra Ramirez | Absent |
| Steven Kofahl | Aye |
| Gregg Solkovits | Absent |

## IV. School Business

### A. Approval for Request to Increase Budget for the Digital Marquee and Front / Corner Monument Project

Mr. Fernando Delgado presented an update on the **Digital Marquee and Front/Corner Monument Project**, outlining the project's progress, expenditures, and funding requirements. He explained that the project began in **FY 2023–2024** with architectural planning and **DSA (Division of the State Architect)** approval, incurring an initial cost of **$28,000**. Due to the school's lease agreement with **LAUSD**, all capital improvement

projects require district oversight, which added an additional **$75,341** in oversight fees, bringing total expenditures to **$103,341** to date.

For **FY 2025–2026**, the projected expenditures include:

- **Digital Marquee** – $176,857
- **Corner Monument & ECR Planter** – $73,483.63
- **LAUSD Electrical Work (Estimate)** – $75,000
  Totaling **$325,341** for the 2025–2026 fiscal year.

The **total project cost** amounts to **$428,682**, offset by a **budget carryover** of **$219,543.57** from prior years. Mr. Delgado requested a **budget increase of $105,797.06**, along with a **20% contingency ($21,159.41)** to cover unforeseen costs, for a total **budget increase of $126,956.47**.

Mr. Delgado shared that the updated design includes **new digital signage** and **ECR-branded illuminated planters** at the school's front entrance. The design, already approved by **LAUSD**, is pending **final DSA approval**, expected by summer. He noted that the contingency buffer is intended to address any potential **ADA compliance modifications** that may arise from the DSA review.

Linda Ibach made a motion to Approve the Increase Budget for the Digital Marquee and Front / Corner Monument Project.
Joe Kolkowitz seconded the motion.
The board **VOTED** unanimously to approve the motion.

**Roll Call**

| | |
|---|---|
| Joe Kolkowitz | Aye |
| Ronald Laws | Aye |
| Alexandra Ramirez | Absent |
| Gregg Solkovits | Absent |
| Steven Kofahl | Aye |
| Brad Wright | Aye |
| Linda Ibach | Aye |

**B. Discussion and vote to approve the ECR Family Immigration Communications**

Mr. Jason Camp, Administrative Director, and Ms. Audra Herrera, Teacher, co-presented the **ECR Family Immigration Communications Resource Guide** for Board review and approval. Mr. Camp explained that the purpose of the guide is to ensure that all ECR families feel **supported, informed, and understood**, particularly those navigating immigration-related challenges.

He outlined the **development process**, noting that the project was a **collaborative effort** between the **administration and UTLA representatives**, ensuring that the final resource

reflects the shared priorities of both groups. The team also consulted with **local school districts** such as **LAUSD** and **Inspire Charter Schools** to align the guide with **regional best practices**. Legal counsel thoroughly **reviewed and vetted** the materials for accuracy and compliance.

Ms. Herrera spoke on the importance of the initiative, emphasizing that the guide demonstrates empathy and understanding toward families' lived experiences and provides **meaningful support** within the school community.

Board members commended Mr. Camp and Ms. Herrera for their collaborative approach and dedication to student and family well-being, highlighting the project as an example of strong community-centered leadership.

Joe Kolkowitz made a motion to Approve the ECR Family Immigration Communications.
Ronald Laws seconded the motion.
The board **VOTED** unanimously to approve the motion.

| **Roll Call** | |
|---|---|
| Joe Kolkowitz | Aye |
| Gregg Solkovits | Absent |
| Brad Wright | Aye |
| Ronald Laws | Aye |
| Linda Ibach | Aye |
| Alexandra Ramirez | Absent |
| Steven Kofahl | Aye |

## V. Investment

### A. Investment Update August 2025

Mr. Fernando Delgado, CBO, presented the **Investment Update for August 2025**. The report highlighted the **beginning balance** of **$33,407,833** in the **OPEB Trust** as of **July 1, 2025**. Year-to-date **OPEB retiree payments** totaled **$105,396**, with **gains/losses of $233,009**, resulting in a **current ending balance of $33,535,446**, reflecting a **0.4% total increase**.

Mr. Delgado noted that **investment managers Beacon Pointe and Fiduciary Management** continue to oversee both the **OPEB Trust and General Fund investments**. The OPEB Trust remains **fully funded**, ensuring that retiree benefits are **completely supported through investment earnings**.

For the **General Fund investments**, Fiduciary Management and Beacon Pointe reported modest monthly increases, with combined holdings totaling **$8,350,255** as of August 2025. The **overall portfolio ending balance** for all accounts was **$42,513,992**, showing a **0.4% monthly growth**.

Mr. Delgado confirmed continued coordination with Beacon Pointe to maintain the long-term stability of the OPEB Trust and ensure that **retiree benefit obligations remain fully funded**.

The board entered the closed session at 6:12 PM on the 25th of September, 2025.

## VI. Reconvene to Open Session

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

The board reconvene to open session at 6:30 PM on the 25th of September, 2025.

Nothing to report from closed session.

## VII. Closing Items

### A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:30 PM.

Respectfully Submitted,
Vania Rodriguez