APPROVED

El Camino Real Charter High School

Minutes

Regular Board meeting

10-23-2025 Regular Board Meeting

Date and Time
Thursday October 23, 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.

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

Directors Absent
Alexandra Ramirez, Gregg Solkovits

Directors who left before the meeting adjourned
Joe Kolkowitz

Guests Present
Fernando Delgado, 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 Thursday Oct 23, 2025 at 5:30 PM.

B. Record Attendance and Guests

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

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.

E. Executive Director Update

Executive Director Update – Mr. David Hussey

- **Acknowledgment of Homecoming Success**
  - Thanked Student Council, Mrs. Shaino, and Mr. Wilson for organizing an excellent Homecoming Week.
  - Activities included themed days, lunch events, and the first school-wide pep rally.
  - Performances by dance groups, step team, cheer team, Jazz Ensemble, choir, and football team.
  - Over **2,000 tickets sold** for the football game and **1,000 tickets sold** for the dance.
  - Praised student energy and advisor support.
- **Upcoming Events**
  - **Pink Out Day** scheduled for tomorrow in recognition of **Cancer Awareness Month**.
  - **Pink Out Football Game and Senior Night** to honor football team, flag football team, cheerleaders, band, and Color Guard.
- **Open Enrollment for Next School Year**
  - Begins **November 1** and continues until **January 16**.
  - Ricardo will lead **social media and Google campaigns** to promote enrollment.
  - **First school tour** for prospective parents and students scheduled for **this Friday**.
- **High Leverage Practices and Teacher Development**
  - Ongoing **Wednesday meetings** focused on improving student learning outcomes.
  - Teachers are analyzing **high leverage practices** in behavior, assessment, and instruction.
  - Staff members developed **SMART goals** (Specific, Measurable, Attainable, Relevant, Time-bound) to guide classroom improvements.
  - Emphasis on using **data with fidelity** to create actionable plans for increasing student growth and performance.

F.

Chief Business Officer Update

Chief Business Officer Update – Mr. Ferdinand Delgado

- **Current Enrollment Overview**
  - Total student enrollment: **2,979 students**
  - **Grade-level breakdown:**
    - 9th Grade: 719 students
    - 10th Grade: 634 students
    - 11th Grade: 716 students
    - 12th Grade: 810 students
  - Enrollment remains **stable and strong** across all grade levels, with particularly solid retention from 9th–12th grade.
- **Student Demographics**
  - **23% (691 students)** qualify for **Free and Reduced-Price Meals (FRPM)**, supporting **Title I supplemental funding**.
  - **157 students (≈5%)** enrolled in the **Independent Study Program**, aiding retention efforts.
  - **83 students** identified as **English Learners (EL)**.
  - **27 students** identified as **Homeless or Foster Youth**, representing **less than 1%** of total enrollment.
- **Upcoming Enrollment Activities**
  - **Open Enrollment** and **Lottery Window** announced (aligns with Mr. Hussey's update).
  - **Lottery Drawing** scheduled for **January 22**.

G. Board Chair Update

Board Chair Update – Mr. Brad Wright

- **Athletics Recognition**
  - **Tennis Team:** Commended for an outstanding season — overall record **7–3**, currently **4–0 in league play**, and advancing to the **playoffs**.
  - **Football Team and Athletic Department:** Expressed appreciation for the **athletic director, coaches, teachers, and staff** contributing to the school's strong community spirit and success.
- **Community and Staff Appreciation**
  - Acknowledged **Ms. LaRue** for her **remarkable courage and resilience** in returning after personal challenges.

- Extended heartfelt thanks and support, emphasizing that the school community is **“one team together.”**

II. Consent

A. Approve Minutes of September 25, 2025 Regular Board Meeting

Joe Kolkowitz made a motion to approve the minutes from Regular Board meeting on 09-25-25.
Linda Ibach seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

B. Review and Vote on September 2025 Check Registers

Joe Kolkowitz made a motion to September 2025 Check Registers.
Linda Ibach seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

C. Review and Vote on September 2025 Credit Card Statements

Joe Kolkowitz made a motion to September 2025 Credit Card Statements.
Linda Ibach seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Gregg Solkovits	Absent
Joe Kolkowitz	Aye
Brad Wright	Aye

Roll Call	
Alexandra Ramirez	Absent
Steven Kofahl	Aye
Linda Ibach	Aye
Ronald Laws	Aye

III. Investment

A. Investment Update September 2025

Investment Update – September 2025
Presented by Fernando Delgado, CBO, and Janneyra Verduzco, Director of Accounting and Finance

- **Reporting Period:** July–September 2025
- **Investment Accounts Covered:** OPEB Trust and General Fund

OPEB Trust Summary

- **Beginning Balance (July 1, 2025):** $33,407,833
- **OPEB Payments:** $156,652 (distributed over three months)
- **Net Gains/Losses:** $1,579,294 increase
- **Investment Return:** 4.5% for the period
- **Ending Balance (September 30, 2025):** $34,830,476
- **Total Portfolio Change:** 4.3% growth overall

General Fund and Combined Investments

- **Combined Portfolio Growth:** From $41.76 million in July to $43.31 million in September
- **Quarterly Return:** 1.9%
- **Year-to-Date Return:** 4.1%

Overall Summary

- Investments reflect **steady performance and positive growth** across both OPEB and General Fund accounts.
- Returns remain **consistent and above expectations**, supporting ongoing fiscal stability for the 2025–2026 school year.

IV. Finance

A. Financial Update September 2025

Financial Update – September 2025
Presented by Fernando Delgado, CBO, and Janneyra Verduzco, Director of Accounting and Finance

- **Fourth Quarter Lottery Allocation**
  - The **State Controller's Office** released the **fourth quarter lottery disbursement**.
  - Allocation: **$27.54 per ADA (Average Daily Attendance)** per student.
  - Amount is **lower than June projections** of $35 per ADA, primarily due to **fewer large Powerball jackpots**.
- **State Revenue and Budget Outlook**
  - **State revenues are exceeding projections**, currently **$3.4 billion above forecast**, driven mainly by **higher income tax receipts**.
  - When **state revenues rise**, the **Proposition 98 education guarantee** increases, resulting in:
    - Higher **LCFF (Local Control Funding Formula)** allocations.
    - Greater **funding stability** for programs, staff, and student support services.
- **Fiscal Strategy and Outlook**
  - The school is **tracking revenue trends early** to make **strategic, proactive financial decisions**.
  - **Positive fiscal indicators** suggest a **brighter budget outlook** for education funding.
  - Awaiting the **Governor's January 2026 budget proposal** for updated projections and potential adjustments.
  - The district will continue to **maintain a conservative reserve position** until revenue trends are confirmed later in the fiscal year.
- **Discussion Summary**
  - No questions or discussions were noted following the update.

B. Discuss on the status of ECRCHS Grant Funding

Grant Funding Update – September 30, 2025
Presented by Fernando Delgado, CBO, and Janneyra Verduzco, Director of Finance & Accounting

- **Overview**
  - Presented a summary of all **current ECRCHS grant funds** as of **September 30, 2025**.
  - Report includes **grant name, resource code, total allocation, year-to-date (YTD) spending, remaining balance, and spending deadlines**.
  - Update to be **presented monthly** to the Board.
- **Grant Balances and Deadlines**

- **Educator Effectiveness Block Grant:**
  - Remaining: **$44,410.49** | Deadline: **June 30, 2026**
- **Arts, Music, & Instructional Materials Discretionary Block Grant:**
  - Remaining: **$1,771,872.38** | Deadline: **June 30, 2026**
- **A–G (Adrian G.) Completion Grant: Access/Success:**
  - Remaining: **$248,379.86** | Deadline: **June 30, 2026**
- **A–G Completion Grant: Learning Loss Mitigation:**
  - Remaining: **$129,358.00** | Deadline: **June 30, 2026**
- **Learning Recovery Emergency Block Grant:**
  - Remaining: **$801,402.57** | Deadline: **June 30, 2028**
- **Total Allocation: $5,945,338.00**
- **Total YTD Spent: $2,949,914.70**
- **Total Remaining: $2,866,065.30**

• **Board Chair Comments (Mr. Wright)**
- Requested that **financial reports and supporting documents be emailed in advance** to allow Board members time to review and prepare questions.
- Suggested this process to **avoid redundant discussion** during meetings and streamline presentations.

• **Board Discussion**
- Question raised: *What happens if the funds are not spent before the deadline?*
  - Response: **Unspent funds must be returned**, which the finance team aims to prevent through active monitoring.
- Confirmation that **Fernando Delgado and Janneyra Verduzco** will oversee spending timelines and ensure proper fund utilization.
- Team is working on a **"budget vs. actual" report** for future updates.
- Upcoming focus: **Arts, Music, and Instructional Materials Discretionary Block Grant** ($1.7 million remaining).

• **Conclusion**
- Board expressed appreciation for the detailed report and the commitment to **monthly updates and proactive fund management**.

V. School Business

A. Capitalization Project: Office Furniture Modernization

Office Furniture Modernization Update
Presented by Fernando Delgado, CBO, and Ryan Guinto, Director of Technology

• **Project Overview**
- Presented update on the **ECR-CHS Office Upgrade/Conversion Project**.

- Discussion followed up from the **Finance Committee meeting** held the previous week.
- The project is the **next phase following completion of the Teacher and Classroom Modernization Project**.

• **Budget and Cost Summary**
- **Total Proposed Cost: $96,120.02**
- Funded through the **Capitalization Budget**.
- **Breakdown by Location:**
  - Room 205 – **$26,544.23**
  - Room 205B – **$16,530.55**
  - Room 206 – **$47,880.03**
  - Counseling Office 2 – **$5,165.21**
- **Grand Total:** $96,120.02

• **Context and Comparison**
- Previous **Classroom Modernization Project** totaled approximately **$702,000,000** making this phase **significantly smaller in scale and cost**.
- Focus for this phase is upgrading office spaces with new furniture, tables, and chairs to align with modernization standards across campus.

• **Next Steps**
- **Board approval** sought for expenditure from the **capitalization budget**.
- Implementation to follow upon approval.

• **Meeting Note**
- **Mr. Kofahl** and **Mr. Wright** participated in prior discussions at the Finance Committee meeting.
- No additional questions or concerns were raised during the presentation.

Steven Kofahl made a motion to Capitalization Project: Office Furniture Modernization.
Ronald Laws seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

B. Approval of the Arts, Music, & Instructional Materials Block Grant

Approval of the Arts, Music, & Instructional Materials Block Grant
Presented by Fernando Delgado, CBO, and Ryan Guinto, Director of Technology

- **Grant Overview**
  - One-time discretionary **Arts, Music, & Instructional Materials Block Grant**.
  - **Use-it-or-lose-it deadline:** June 30, 2026.
  - **Total allocation:** Approximately **$2.1 million**.
  - **Remaining balance: $1.7 million** to be spent within the next year.
  - Funds are **flexible** and may be used for professional development, instructional materials, training, school climate, library resources, operational expenses, or COVID-related costs.
- **Planning and Priorities**
  - Staff consulted to identify sustainable and long-term investments.
  - Focus on programs that enhance student experience, attract families, and increase enrollment.
  - Emphasis on **arts, music, and technology innovation** while ensuring multi-departmental equipment use.
- **Key Program Areas and Allocations**
  - **VAPA/CTE Programs – $622,109.33**
    - Investment in **theater lighting, stage equipment**, and **live event production**.
    - Upgrades to **music and audio production programs**, including **industry-standard sound equipment**.
    - Purchase of **new musical instruments**, **band trailer**, and **equipment maintenance**.
    - Refinishing of stages in **Anderson Hall** and the **main theater**.
    - Enhancements to **visual arts** with new digital design tools (e.g., Procreate, large-format printer).
  - **Shared Spaces – $363,753.77**
    - Development of **Robotics and Engineering Maker Space** with modern furniture, 3D printers, and storage.
    - Creation of an **Esports Lab** and **refreshed computer lab** to support technology and gaming programs.
    - Upgrades designed to support **cross-departmental use** and align with current **CIF-recognized Esports** programs.
  - **Teacher/Staff Initiatives – $496,261.79**
    - **Teacher and staff device refresh**—replacing aging devices from 2020.
    - Enhancements to support classroom technology integration and instructional innovation.
  - **Enhance Other Programs – $289,747.49**
    - Establishment of **ECR Media Production Studio** for live events, podcasts, and student interviews.
    - Integration of **green screens** and professional-grade sound equipment for school marketing and communications.

        - Additional support for campus-wide modernization and shared creative spaces.
- **Total Planned Expenditure: $1,771,872.38**
- **Next Steps**
    - **Board approval** sought for expenditure of remaining block grant funds.
    - Implementation to begin upon approval, prioritizing projects with lasting academic and community impact.

Linda Ibach made a motion to Approval of the Arts, Music, & Instructional Materials Block Grant.
Steven Kofahl seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

C. Discussion and Vote on 2025-2026 Comprehensive School Safety Plan

2025–2026 Comprehensive School Safety Plan
Presented by Dean Bennett, Administrative Director

- **Annual Plan Review**
    - The **Comprehensive School Safety Plan** is updated annually.
    - Updates include **personnel changes** — new **parent and student representatives** on the Safety Committee.
    - Goals from the **previous year were reviewed and assessed** for progress and effectiveness.
    - New goals for the **2025–2026 school year** were presented and discussed.
- **Student Safety and Discipline Data**
    - **Suspension data (2024–2025)**:
        - 26 students suspended, 27 total incidents.
        - Average of **2.5 suspensions per month** in October.
    - **Positive trend:**
        - Down from **64 students suspended three years ago** (average of 7 per month).
        - Reflects **improved campus behavior** and effectiveness of the **Dean’s Office, security team, and staff.**

    - The **Charter Office** monitors suspension rates; current results are favorable.
- **School Climate and Perception**
    - **81% of parents** in the most recent survey reported that they feel their children are **safe at El Camino**.
    - This reflects strong community confidence in school safety efforts.
- **Emergency Operations and New Requirements**
    - The **Emergency Operations Plan** is embedded within the Safety Plan.
    - Updates included **replacement of personnel** who left the school.
    - New **state-mandated requirement**: schools must now include a **Cardiac Arrest Emergency Plan** following **American Heart Association** guidelines.
- **AED (Automated External Defibrillator) Program**
    - **Seven AED units** are available on campus:
        - **Six fixed locations** (e.g., gym, locker rooms, admin areas, key buildings).
        - **One mobile unit** carried by the **athletic trainer**.
        - **One additional unit** located at the **North Campus**.
    - Staff, including administrators and security, have completed **AED and CPR training**.
- **Commendations**
    - Recognition to **Mr. Kansas, Mr. Jones, and the security team** for effective management of student behavior and safety.
    - Continued commitment to **maintaining low suspension rates** and a **safe, well-prepared school environment**.

Ronald Laws made a motion to 2025-2026 Comprehensive School Safety Plan.
Linda Ibach seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

D. Discuss 2025-2026 Fall Measure of Academic Progress (MAP) Data

2025–2026 Fall MAP Data and Committee Updates
Presented by Dr. Clark, Administrative Director

MAP Data Overview

- **MAP (Measures of Academic Progress)** is a **computer-adaptive test** assessing students in **English, Math, and Science** for grades **9–12**.
- The test adjusts in difficulty based on student performance, providing individualized assessment data.
- El Camino has administered MAP testing for **five to six years**, with **consistent performance trends**.

Reading Performance

- The **Growth and Achievement Overview Report** compares student performance from one semester to another.
- **20% of students** scored in the **80th percentile or higher** nationally — meaning they outperformed 80% of students across the U.S.
- **26%** of students scored between the **60th–80th percentile** nationally.
- Overall, **more than 50% of ECR students** performed **above the national average** in reading.
- Slight year-to-year variations were observed (2–3 point differences), but overall performance remains **strong and stable**.

Math Performance

- **15% of students** scored in the **80th percentile or higher** nationally.
- Math scores are **slightly lower than reading**, reflecting a **national trend** of declining math performance post-pandemic.
- Despite this, most students remain **at or above the 50th percentile**, performing comparably to national peers.

Instructional Applications

- MAP data helps identify:
  - **High-performing students** who may benefit from accelerated or enrichment instruction.
  - **Underperforming students** (below 15th percentile) who may need targeted academic support.
- Teachers and administrators use MAP data to **guide instruction** and **set growth goals** per subject area and grade level.

Discussion on Student Handwriting

- Board members raised concern about **declining handwriting and cursive skills** among students.

- Dr. Clark noted that **cursive instruction** had been removed but is now **reintroduced** in the curriculum due to renewed importance in literacy and life skills.

E. Committee Updates: School Site Council (SSC), Parent Advisory Committee (PAC), and English Learner Advisory Committee (ELAC)

Parent and Stakeholder Committees

- **Parent Advisory Committee (PAC):**
  - Required under **Education Code** to review and support the **Local Control Accountability Plan (LCAP)**.
  - Held its first meeting on **October 15**.
  - Focused on parent engagement and input on school priorities.
- **School Site Council (SSC):**
  - Meets **monthly** to review goals, survey results, and staff input.
  - Provides **recommendations for LCAP goals** and school improvement strategies.
- **ECR Royal Family (Parent Booster Club):**
  - Led by **Matt Wright**, with **55 active parents** — double last year's participation.
  - Supports **school activities, fundraising, and parent involvement.**
- **English Learner Advisory Committee (ELAC):**
  - Required under state law.
  - Includes **parents, teachers, and students** representing the English Learner population.
  - Meets **quarterly**; current attendance includes **8 parents and 12 total members**.
  - Goal: **Increase participation** and strengthen communication with EL families.
- **LCAP (Local Control Accountability Plan):**
  - Reviewed **mid-year** and approved **annually**.
  - Collects feedback from **teachers, parents, and students** to shape goals and action plans.
  - Serves as the **"voice of the school"** for aligning programs and budgeting to student needs.

Closing Remarks

- Dr. Clark invited board members to **review deeper MAP data analyses** by visiting her office.
- Data can be further broken down by **grade level, gender, ethnicity, and instructional category.**
- Dr. Clark's presentation **covered both agenda items E and F** — the **Fall MAP Data** review and the **Committee Updates.**

The board entered the closed session at 6:24 PM on the 23rd of June, 2025.

VI. Reconvene to Open Session

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

Joe Kolkowitz left at 6:38 PM.

The board reconvene to open session at 6:50 PM on the 23rd of June, 2025. Mr. Wright reported that there were no actions taken during the closed session and therefore nothing to report.

VII. Closing Items

A. Adjourn Meeting

Steven Kofahl made a motion to Adjourn Meeting.
Ronald Laws seconded the motion.
single voice vote
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 6:51 PM.

Respectfully Submitted,
Ryan Guinto