

APPROVED



El Camino Real Charter High School

Minutes

Board Meeting

Date and Time

Tuesday April 26, 2016 at 4:30 PM

Location

El Camino Real Charter High School's Library, 5440 Valley Circle Blvd, Woodland Hills, CA 91367

Directors Present

Dennis Thompson, Jackie Keene, Jonathan Wasser, Larry Rubin, Obie Slamon, Odus Caldwell, Peter Vastenhold

Directors Absent

None

Guests Present

Andrew Delgado, David Fehte, David Hussey, Dayna Leo, Fernando Delgado, Frank Wymond, Howard Spike, Janelle Ruley, Lisa DeRubertis, Marshall Mayotte, Melanie Horton, Michael Reicher, Stefanie Bero, Torben Pedersen

I. Opening Items**A. Record Attendance and Guests**

Board member Jackie Keene arrived at 4:40pm.

B. Call the Meeting to Order

Jonathan Wasser called a meeting of the board of directors of El Camino Real Charter High School to order on Tuesday Apr 26, 2016 at 4:36 PM.

C. Discuss and Vote Closed Session

Obie Slamon made a motion to go into Closed Session to discuss strategy relating to litigation or collective bargaining.

Odus Caldwell seconded the motion.

The board **VOTED** unanimously to approve the motion.

The Open Session resumed at 5:54pm.

D. Pledge of Allegiance

The Pledge of Allegiance was led by Terri Keas.

E. Public Comment on Non-Agenda Items and Agenda Items

There were no public comments.

F. Committee and Board Updates

Jackie Keene reported that there are two candidates for the open Board positions. The deadline to apply is April 30th.

II. Financial

A. Discuss and Vote Retiree Benefits for those on LAUSD Leave

Odus Caldwell made a motion to approve to provide lifetime health benefits to retirees who are in their 5th year of Leave from LAUSD, if UTLA cannot come to an agreement with LAUSD, for LAUSD to provide them with lifetime benefits they qualified for with LAUSD prior to going charter.

Larry Rubin seconded the motion.

The motion did not carry.

Jackie Keene made a motion to postpone the vote and create an ad hoc committee, comprised of Larry Rubin, Dennis Thompson and Odus Caldwell, to do more fact finding and get more information on the estimated cost to ECR.

Dennis Thompson seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Update LAUSD Notice to Cure Issues

Marshall reported that Fernando Delgado and his team have been working on the ERP system since 2013 to create a substantiation process so that the entire purchasing process visible from beginning to end. The team has been creating a customized approach integrating attendance, payroll and purchasing into one program rather than use an off-the-shelf system. The entire process was sped up by LAUSD in October 2014 because staff was complaining to LAUSD. LAUSD issued a Notice to Cure. The team has updated the fiscal policies to be totally compliant, while bringing on additional staff and perfecting the ERP system. The goal is to have the ERP system working smoothly

by summer. LAUSD wants more details and explanations added to the system so that on purchases there is a justification, for example, why a certain hotel was booked for a conference, when there might have been a cheaper option.

C. Update: Enterprise Resource Planning Status

Marshall reported that two or three more fields have been added to the ERP system and staff will be responsible for inputting the information. LACOE sends out a list of preferred vendors every March or April and by using these vendors, it allows schools to bypass the bidding process. The additional steps being asked by LAUSD will require additional staff.

D. Discuss Changes to Fiscal Policies

Marshall stated that FCMAT was invited to review ECRCHS's finances and for their opinion on the ERP system and any fixes that can be corrected prior to LAUSD's next review. This will be another layer of review of ECRCHS's finances which include our accounting team, Federson & Co. auditing firm, Ed Tek (the back office accounting firm), LAUSD and now FCMAT. Jon suggested the Board be the first set of eyes to review finances and suggested making changes to the credit card statements to add more specifics, that the Board be more proactive, that details be immediately documented on receipts and that limits be set on expenses. Marshall stated that the new ERP system is designed to address all the steps of purchases and provide details. Jon addressed the cost of the pianos purchased which was higher than what LAUSD might have paid, but that the quality and legacy of the new pianos justified the cost and he found no violation.

III. Other Business

A. Future Agenda Items

Address fiscal policies and FCMAT.

Discuss the letter received by Board members regarding the reduction of one day a week of the school psychologist.

IV. Closing Items

A. Adjourn Meeting

Obie Slamon made a motion to adjourn the meeting.

Jackie Keene seconded the motion.

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 6:29 PM.

Respectfully Submitted,

Terri Keas