APPROVED

El Camino Real Charter High School

Minutes

Special Board Meeting

10-16-2026 Special Board Meeting

Date and Time
Friday October 16, 2026 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.

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. 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 Emilie Larew, in person, by email at comment@ecrchs.net, or by calling (818) 595-7500.

Directors Present
Beth Corbett, Mandy Rogers, Mariellen Webster

Directors Absent
Steven Kofahl

Guests Present
Ryan Guinto

I. Opening Items

A. Call the Meeting to Order

Mariellen Webster called a meeting of the board of directors of El Camino Real Charter High School to order on Friday Oct 16, 2026 at 5:37 PM.

B. Record Attendance and Guests

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

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

D. Public Comments

1. **Andrea Herrera**

- English teacher and UTLA Chapter Chair, thanked the Board for discussing and potentially voting on a whistleblower portal.
- Expressed regret over delays in establishing accountability, citing the impact on employees and families.
- Acknowledged the progress being made to protect El Camino from future harm and emphasized the need for additional safeguards.

- Described the school's ongoing transformation and cleanup efforts, recognizing the contributions of teachers, counselors, classified staff, the returning Director of Technology, administrators, and new Board members.
- Recognized that the transition has been difficult, unsettling, and challenging.
- Expressed optimism that continued changes and progress will lead to a better future for El Camino.

2. **Dylan**

- Thanked the three Board members for their leadership and efforts in addressing ongoing school challenges.
- Shared that teachers and classified staff feel relieved and more comfortable speaking openly following recent changes.
- Expressed appreciation for the positive progress and improvements in the school environment.
- Raised concerns about the former library being converted into a media center and used for storage.
- Requested that the Board consider restoring the space into a welcoming, comfortable, and functional library.
- Suggested removing unnecessary furniture and storage items to create a more inviting learning environment.
- Proposed using the space for classroom lectures, educational films, and student discussions.
- Recommended bringing back books and implementing an honor-based borrowing system for students.
- Expressed hope that restoring the library would benefit students and teachers.

3. **Pooja Salva**

- Shared that recent school changes have brought a sense of relief and renewed optimism.
- Raised concerns about the Technology Committee previously being ineffective, with teacher and staff recommendations often not being acted upon.
- Highlighted concerns about high technology program costs, citing an example of a classroom program costing approximately $60,000 annually compared with an alternative costing under $6,000.
- Expressed frustration over expensive, underused technology programs and software issues that negatively affected teachers.
- Shared that after eight years at El Camino, she had recently considered leaving the school.
- Expressed renewed hope and confirmed her desire to remain at El Camino next school year.
- Thanked the Board for restoring hope and encouraging positive change.

- Offered to help with the school's improvement efforts and noted strong staff interest, as demonstrated by the attendance of more than a dozen people at the recent Technology Committee meeting.

The board entered the closed session at 5:47 PM on the 16th of October, 2026.

II. Reconvene to Open Session

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

The board reconvene the open session at 7:54 PM on the 16th of October, 2026.

The Board reported that no actions were taken during closed session.

III. Consent

A. Approve Minutes of August 27, 2026 Regular Board Meeting

Beth Corbett made a motion to approve the minutes from Regular Board Meeting on 08-27-26.
Mandy Rogers seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Mandy Rogers	Aye
Beth Corbett	Aye
Steven Kofahl	Absent
Mariellen Webster	Aye

B. Approve Minutes of September 10, 2026 Special Board Meeting

Beth Corbett made a motion to approve the minutes from Special Board Meeting on 09-10-26.
Mandy Rogers seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Mariellen Webster	Aye
Steven Kofahl	Absent
Beth Corbett	Aye
Mandy Rogers	Aye

C. Approve Minutes of September 14, 2026 Special Board Meeting

Beth Corbett made a motion to approve the minutes from Special Board Meeting on 09-14-26.
Mandy Rogers seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
Mandy Rogers	Aye
Mariellen Webster	Aye
Steven Kofahl	Absent
Beth Corbett	Aye

D. Approve Minutes of September 24, 2026 Special Board Meeting

Beth Corbett made a motion to approve the minutes from Regular Board Meeting on 09-24-26.
Mandy Rogers seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
Beth Corbett	Aye
Mandy Rogers	Aye
Steven Kofahl	Absent
Mariellen Webster	Aye

E. Approve Minutes of September 30, 2026 Special Board Meeting

Beth Corbett made a motion to approve the minutes from Special Board Meeting on 09-30-26.
Mandy Rogers seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
Mariellen Webster	Aye
Steven Kofahl	Absent
Beth Corbett	Aye
Mandy Rogers	Aye

IV. Governance

A. Discuss and Vote to Certify Acting Interim Executive Director

- The Board discussed the certification of Mr. Dean Bennett as Acting Interim Executive Director.
- The current Interim Executive Director was on leave, and Mr. Bennett was serving in her place.
- The Board was given the opportunity to ask questions; no questions were raised.

Mandy Rogers made a motion to Vote to Certify Acting Interim Executive Director.
Beth Corbett seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
Beth Corbett	Aye
Mariellen Webster	Aye
Steven Kofahl	Absent
Mandy Rogers	Aye

B. Discuss and Vote for Final Certification of Parent Representative

- The Board discussed the final certification of the Parent Representative.
- Board members were given the opportunity to ask questions; no questions were raised.

Mariellen Webster made a motion to Approve the Final Certification of Parent Representative.
Beth Corbett seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
Mariellen Webster	Aye
Beth Corbett	Aye
Steven Kofahl	Absent
Mandy Rogers	Aye

C. Discuss and Vote to Announce Two (2) Community Representative Board Positions

- The Board reviewed five candidates for two Community Representative Board positions.
- The nominating committee, consisting of two Board members, recommended Brian Archibald and Beatrice Chen for appointment.
- The committee reviewed the school’s bylaws, charter requirements, and the need for diverse professional backgrounds and perspectives on the Board.
- The Board emphasized the importance of balancing teacher representation with expertise in business, finance, law, governance, and fiduciary responsibilities.
- The committee sought candidates who could provide independent perspectives, support healthy debate, and strengthen financial and school oversight.
- Brian Archibald was recommended for his prior board experience, leadership roles, and background in banking, finance, and organizational oversight.

- Beatrice Chen was recommended for her experience as a family law attorney, child advocate, and fundraising professional, as well as her prior board experience.
- The Board clarified that Ms. Chen's appointment was based on her qualifications and that she would not serve as the Board's attorney.
- The Board noted that both candidates are alumni of El Camino.
- First Community Representative – Brian Archibald
- Second Community Representative – Beatrice Chen

Beth Corbett made a motion to announce Brian Archibald as the community representative for the first community representative position.
Mariellen Webster seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Mandy Rogers	Aye
Beth Corbett	Aye
Steven Kofahl	Absent
Mariellen Webster	Aye

Mandy Rogers made a motion to announce Beatrice Chen as the community representative for the second community representative position.
Mariellen Webster seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

Steven Kofahl	Absent
Mandy Rogers	Aye
Beth Corbett	Aye
Mariellen Webster	Aye

D. Discuss and vote for the Classified Board Representative

- The Board discussed the appointment of Alex Palencio as the Classified Board Representative.
- Alex was selected by classified employees following a meet-and-greet and a straw poll, with unanimous support from those who participated.
- The Board emphasized that classified employees were directly involved in selecting their representative, rather than having the Board Chair appoint someone on their behalf.
- The Board clarified that this selection was made to ensure genuine employee representation and transparency.

- Classified employees were contacted through their union representative to identify and vote for their preferred candidate.
- The Board highlighted the importance of fair representation and improving practices from previous years.

Beth Corbett made a motion to install Mr. Alex Placencio for the classified board representative.
Mandy Rogers seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
Mandy Rogers	Aye
Mariellen Webster	Aye
Beth Corbett	Aye
Steven Kofahl	Absent

- The Board announced that El Camino's Board will have six members, excluding the El Camino C representative, who is not appointed by the Board.
- The newly appointed members are scheduled to be seated on Thursday, October 22, 2026.
- The Board noted that the school's charter allows for up to 11 Board members.
- Efforts are underway to fill vacancies left by former Board members Brad Wright and Alexandra Ramirez.
- The Board is also attempting to contact the LAUSD representative, who has not responded to emails or phone calls.
- The Charter Schools Division (CSD) and LAUSD have indicated that they are conducting a review, but no further details are available.
- The Board emphasized its commitment to transparency and to expanding Board membership to improve representation and reduce the burden on the current three-member Board.

E. Discussion and Vote on adding an in-person training component for new Board members

- The Board discussed adding an in-person training component to supplement the existing two-hour video training for Board members.
- Training schedule: 30–40 minutes before every other Board meeting.
- Participants: New and existing Board members.

- Training content: Topics related to the Brown Act and other Board governance requirements, with opportunities for questions and answers.
- The Board's legal firm, Young, Minney & Corr, LLP, will conduct the training.
- Cost: No additional fees; the training is included in the existing legal services contract.
- The Board emphasized that no Board business or agenda items may be discussed during these training sessions.
- The in-person component reinstates a previous practice intended to strengthen Board members' understanding of governance rules and responsibilities.

Mandy Rogers made a motion to approve the adding an in-person training component for new Board members.
Mariellen Webster seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
Beth Corbett	Aye
Mandy Rogers	Aye
Mariellen Webster	Aye
Steven Kofahl	Absent

V. School Business

A. Discuss and Vote the Whistleblower Policy Portal

- The Board discussed a proposed whistleblower policy portal to strengthen safeguards, close loopholes, and prevent past issues from recurring.
- Although a whistleblower policy already exists in the employee handbook, the proposed website portal would provide an accessible way to submit complaints and direct them to the appropriate personnel.
- The Board emphasized the importance of protecting employees from retaliation and ensuring they can report legitimate concerns without fear of losing their jobs.
- The portal is still under development and requires further review by legal counsel to establish the appropriate procedures and workflow.
- The Board decided to table the item until the legal review is completed.
- The proposal is expected to return for consideration at one of the next two Board meetings.

Mandy Rogers made a motion to table the Whistleblower Policy Portal.

Mariellen Webster seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
Mandy Rogers	Aye
Beth Corbett	Aye
Mariellen Webster	Aye
Steven Kofahl	Absent

B. Discussion to provide updates from the Technology Committee Meeting

- The Technology Committee resumed meetings after a hiatus of several months.
- Ms. Megan Rayzor was requested to serve again as Board Chair of the committee.
- The recent meeting included representatives from four departments and classified staff.
- The committee's responsibilities include evaluating software applications, supporting implementation, reviewing department concerns, and voting on annual application renewals in April and May.
- The next Technology Committee meeting is scheduled for November 19, 2026.

- 1. Attendance Discrepancy Solver

- The committee is exploring alternatives to the current system.
- The team is working with Aeries to determine whether attendance discrepancy reports can be generated directly from the student information system.
- A digital solution is preferred over the less accurate paper-based process.
- Updates are expected at the November meeting.

- 2. Aeries Analytics

- The proposed system could replace MyClass, which currently costs approximately $63,000 annually.
- Aeries Analytics would provide customizable dashboards and data visualizations to help teachers and counselors better support students.
- Mr. Ryan Guinto and Ms. Stephanie Avila are working with Aeries and conducting a trial.
- The committee plans to gather feedback from teachers and counselors to identify their data and reporting needs.
- Estimated pricing:
    - First year: $7,500
    - Subsequent years: $2 per student annually, approximately $5,600 per year.
- MyClass is expected to be phased out by the end of the school year.
- The goal is to finalize the evaluation and gather staff feedback by November.

- 3. Inventory and Asset Management System

- The IT team is developing requirements for a unified system covering:
    - IT support tickets
    - Facilities maintenance tickets
    - Inventory and asset management, including musical instruments, tools, and other equipment.
- Three to four vendors are being evaluated.
- A recommendation and presentation will be provided to the Board once the evaluation is complete.

- 4. Purchasing System

- Ms. Janneyra Verduzco, Director of Accounting and Finance, discussed limitations with the current IQ system.
- The Accounting and Finance team is evaluating three alternative platforms.
- The goal is to transition away from IQ, with January identified as the target transition period.
- The replacement should integrate with the student information system and other school platforms.
- The committee will help evaluate usability for teachers and staff submitting purchase, conference, and expense requests.

- 5. Student Conduct and Hall Pass System

- Mr. Jason Camp reported plans to replace the current 360 system with Student Conductor.
- The system was recommended through prior Positive Behavioral Interventions and Supports (PBIS) work.
- Implementation will occur in two phases:
    - Phase 1 – Tardy system: Planned for an earlier rollout, potentially by Thanksgiving. Existing hardware can be reconfigured, avoiding additional equipment costs.
    - Phase 2 – Hall pass system: Planned for a later rollout, potentially closer to Thanksgiving, allowing additional time for staff training.
- Key features include:
    - Real-time email and optional text notifications to parents about tardiness and attendance.
    - Customizable dashboards and automated tracking of tardies, detentions, and time outside the classroom.
    - Limits on the number of students permitted to leave class at one time.
    - Tracking of frequent hall-pass use.
    - Safety controls to prevent students with conflicts from being out of class at the same time.
    - Data reports to support school decisions and parent communication.

- The system is expected to improve student accountability, classroom attendance, campus safety, and parent communication.

- Board Discussion and Follow-Up

- Board members asked whether technology changes could be implemented in time to support responses to the school's notice of alleged violations and charter-related concerns.
- Mr. Guinto explained that some systems are still under development, while others have subscription timelines around January, particularly the attendance discrepancy solver, tardy system, and purchasing platform.
- The Board requested a status report or formal proposal with target milestones and benchmark dates as vendors and solutions are evaluated.
- The Technology Committee agreed to provide additional information to the Board as needed.

VI. Closing Items

A. Adjourn Meeting

Motion to adjourn the meeting.
single voice vote
The board **VOTED** unanimously to approve the motion.

Roll Call	
Beth Corbett	Aye
Mariellen Webster	Aye
Mandy Rogers	Aye
Steven Kofahl	Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:34 PM.

Respectfully Submitted,
Ryan Guinto