



Environmental Charter Schools

Board of Directors' Meeting

Date and Time

Wednesday September 4, 2019 at 5:00 PM PDT

Location

ECHS Auxiliary Office, 2625 Manhattan Beach Blvd, Suite 100, Redondo Beach, CA 90278 / Zoom info: <https://zoom.us/j/147466498> Or Telephone: (669) 900-6833 (Meeting ID: 147 466 498) // Two-way Teleconference
Locations: ECHS Auxiliary Office, 2625 Manhattan Beach Blvd, Suite 100, Redondo Beach, CA 90278 / ECMS-Gardena (812 W. 165th Place, Gardena, CA 90247) / ECMS-Inglewood (3600 W Imperial Hwy, Inglewood, CA 90303) / ECHS (16315 Grevillea Ave. Lawndale, CA 90260)

<u>ECS Board Members</u>	<u>Term and End Date</u>
Mr. Anthony Jowid, President.....	3 years June 30, 2022
Mr. Ken Deemer, Vice President.....	3 years June 30, 2022
Ms. Denise Berger, Secretary.....	3 years June 30, 2020
Ms. Cathy Creasia.....	3 years June 30, 2020
Ms. Zena Fong.....	2 year June 30, 2020
Ms. Jenina Ramirez.....	3 years June 30, 2021
Lawndale Elementary School District Representative.....	Rotating Position

ECS Staff

Ms. Farnaz Golshani-Flechner, Chief Executive Officer/Executive Director
Ms. Danielle Kelsick, Chief Academic Officer/Director of Curriculum and Instruction
Ms. Alison Diaz, Director of Growth and Sustainability (Facilities)
Ms. Kami Cotler, Director of Strategic Initiatives
Ms. Beth Bernstein-Yamashiro, Director of Principal Development/Principal Coach
Ms. Geneva Matthews, Principal at ECMS-Inglewood
Ms. KC Fabiero, Principal at ECHS
Dr. Qiana O'Leary, Principal at ECMS-Gardena
Mr. Dave Trejo, Principal-in-Residence

Mission:

Reimagine public education in low-income communities of color to prepare conscious, critical thinkers who are equipped to graduate from college and create a more equitable and sustainable world.

Values:

JUSTICE - We examine bias, racism, and prejudice. We deliver culturally-responsive curricula. We succeed when students' race and class cease to predict their level of achievement. (footnote Noguera).

COMMUNITY - We care. We collaborate. We respect the rights and voices of our stakeholders.

CURIOSITY - We question. We explore. We innovate.

- Version en español está [aquí](#)

D. Opener	Farnaz Flechner	5 m
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II. Presentations from the Floor **05:08 PM**

A. Presentations from the Floor on Non-agenda Items	FYI	
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Should a member of the public wish to speak on matters not listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of three (3) minutes each to address the Board (non-English speakers utilizing translators will be given a maximum of six (6) minutes each).

B. Presentations from the Floor on Agenda Items	FYI	
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Should a member of the public wish to speak on matters listed on the agenda, they may speak during the Presentations from the Floor section of the agenda. Speakers will be given a maximum of five (5) minutes each to address the Board (non-English speakers utilizing translators will be given a maximum of ten (10) minutes each).

III. Reports/Presentations **05:08 PM**

A. CEO and CAO Update	FYI	Farnaz Golshani- Flechner and Danielle Kelsick	15 m
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- 5 Year Strategic Priorities is [here](#)
- Board Benchmark Chart is [here](#)

B. CAASPP Update	FYI	Danielle Kelsick	10 m
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C. Principals Updates	FYI	ECS Principals	20 m
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D. DOE Charter Schools Program Grant Update	FYI	Julie Vo & Alison Diaz	7 m
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- DOE Charter Schools Program Grant Update slides are [here](#)

E. Inglewood Site Plan	FYI	Farnaz Golshani- Flechner	8 m
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- Inglewood Site Plan is [here](#)
 - Referenced Inglewood letter is [here](#)

F. Development Update	FYI	Julie Vo	5 m
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- Fund Development Update slides is [here](#)

G. Financial Update	FYI	Dorothy Lee	10 m
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- Financial update slides is [here](#)
- 18-19 financials UA vs last forecast for each school: [ECMS-I](#), [ECMS-G](#), [ECHS](#)
- 18-19 Unaudited Actuals for each school: [ECMS-I](#), [ECMS-G](#), [ECHS](#)
- 19-20 forecast for each school: [ECMS-I](#), [ECMS-G](#), [ECHS](#)
- ECS financials includes ECHS2 actuals is [here](#)

H. Annual College Commitment Report	FYI	ECHS Counselors	20 m
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- Annual College Commitment Report slides is [here](#)

IV. Study Session **06:43 PM**

A. Feedback on 5 Year Plan	Discuss	Farnaz Golshani-Flechner	20 m
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- 5 Year Strategic Priorities Plan included in Section III.A. agenda item.

V. Approve Consent Items A-O **07:03 PM**

A. Approve previous meeting minutes for June 3, 2019 board meeting	Approve Minutes		1 m
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Approve minutes for Board of Directors' Meeting on June 3, 2019

B. Approve previous meeting minutes for July 1, 2019 special board meeting	Approve Minutes		
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Approve minutes for Special Board of Directors' Meeting on July 1, 2019

C. Accept minutes from the following committee meetings	Vote	Jeremiah David	
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- Finance Committee Meeting Minutes on May 31, 2019 is [here](#)
- Equity and Diversity Committee Meeting Minutes on June 6, 2019 is [here](#)

D. Approve May-July 2019 check registers as recommended by Finance Committee	Vote	Farnaz Golshani-Flechner	
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- May 2019 check register is [here](#)
- June 2019 check register is [here](#)
- July 2019 check register is [here](#)

E. Approve May-July 2019 private donations over \$1,000 as recommended by Finance Committee	Vote	Julie Vo	
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- Private donations list is [here](#)

F. Approve CMO fees allocation schedule as recommended by Finance Committee	Vote	Tracy Bondi	
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- Schedule of CMO budget shifts is [here](#)

G. Approve updated Kinecta Liquid CD investment amount as recommended by Finance Committee	Vote	Tracy Bondi	
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- **Current:** \$1.1M of ECHS General Account funding and \$27,350 of Bruce Greenspon Scholarship Fund authorized for investment into Kinecta Liquid CD account.
- **Proposed:** Authorize a total of up to \$2M of ECHS General Account funding for investment into Kinecta Liquid CD account.

H. Approve Geneva Matthews as check signer for ECMS-Inglewood as recommended by Finance Committee	Vote	Farnaz Golshani-Flechner	
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- **Proposed:** Authorize ECMS-I Principal Geneva Matthews as check signer for ECMS-Inglewood General Fund Checking (3291), Petty Cash Checking (8657), and Credit Card Accounts at California Credit Union.

I. Approve following FY 2019-2020 contracts Vote Jeremiah David

- Naturalists at Large El Capitan State Beach contract (outdoor education trip for ECMS-I 8th grade) - recommended by Finance Committee
 - \$27,000 expected annual cost - contract is [here](#)
- V-N-S Janitorial Services contract (custodial services at ECHS) - recommended by Finance Committee
 - \$72,072 expected annual cost - contract is [here](#)
 - Annual cost same as previous year's annual cost.
- Ocean Institute Two Night Outdoor Science School (outdoor education trip contract for ECMS-I 7th grade)
 - \$30,600 expected annual cost - contract is [here](#)

J. Approve 19/20 Finance Committee goals Vote Farnaz Golshani-Flechner

- Maintain reporting of fund development goals.
- Hold a yearly ECS financial training course.
- Ensure adequate financing for the facilities development for all school sites.
- Collaborate with Menlo Charter Properties to refinance loans at ECMS-Gardena and ECMS-Inglewood.
- Ensure salary schedules and benefits are supportable and sustainable.
- Engage board in a critical assessment of the budget as it relates to organizational priorities and goals
- Integrate ECHS 2 financials into ECS financial reporting and processes.

K. Approve 19/20 Governance Committee goals Vote Farnaz Golshani-Flechner

- Use the ECS Strategic Benchmark Chart to measure and support ECS' success.
- Complete evaluations of Executive Director and self-evaluation of the ECS Board of Directors.
- Recruit one additional board member to the ECS Board of Directors and strengthen board pipeline.

L. Approve 19/20 Committee Memberships Vote Farnaz Golshani-Flechner

- 19/20 Committee Rosters is [here](#)

M. Accept 18/19 LACOE Governance and Instructional Reviews for ECMS-I and ECMS-G Vote Farnaz Flechner

- 18/19 LACOE Governance Reviews for ECMS-I and ECMS-G is [here](#)
- 18/19 LACOE Instructional Reviews: [ECMS-I](#) and [ECMS-G](#)

N. Approve El Dorado SELPA Policies Vote Farnaz Golshani-Flechner

El Dorado SELPA Policies

- Differential Graduation & Competency for SWDs is [here](#)
- Guidelines for Physical Restraint of Students is [here](#)
- Individual Education Evaluation is [here](#)
- Transportation as a related service for SWDs is [here](#)

O. Approve ECHS, ECMS-I, ECMS-G Parent Student Handbooks	Vote	ECS Principals
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- 19/20 Parent-Student Handbooks: [ECHS](#), [ECMS-I](#), [ECMS-G](#)

VI. Action Items **07:04 PM**

A. Approve LAUSD, IUSD, CVUHSD charter petitions for ECHS #2	Vote	Alison Diaz	1 m
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- ECHS 2 charter petitions: [Los Angeles Unified School District](#), [Inglewood Unified School District](#), [Centinela Valley Union High School District](#)

B. Approve LAUSD, IUSD, CVUHSD budgets for ECHS #2	Vote	Farnaz Flechner	3 m
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- ECHS 2 budgets: [Los Angeles Unified School District](#), [Inglewood Unified School District](#), [Centinela Valley Union High School District](#)

C. Approve Formation of Audit Committee	Vote	Tracy Bondi	2 m
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D. Approve ECHS HVAC Design & CM Support Services Proposal	Vote	Farnaz Flechner	2 m
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- ECHS HVAC Design & CM Support Services Proposal is [here](#)
 - \$24,780 expected annual cost

VII. Adjourn to Closed Session **07:12 PM**

A. Adjourn to Closed Session	Vote	Anthony Jowid	1 m
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VIII. Closed Session **07:13 PM**

A. CONFERENCE WITH LEGAL COUNSEL— ANTICIPATED LITIGATION	Vote		10 m
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- Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: Number of potential cases unknown.

B. CONFERENCE WITH LEGAL COUNSEL— EXISTING LITIGATION	Vote		10 m
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- (Paragraph (1) of subdivision (d) of Section 54956.9).
 - Case name unspecified: Disclosure would jeopardize existing settlement negotiations.

IX. Report Out of Closed Session **07:33 PM**

A. Report Out	FYI	Anthony Jowid	4 m
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X. Upcoming Dates/Announcements **07:37 PM**

A. Next ECS Board Meetings	FYI		1 m
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- October 24, 2019 at 5pm
- December 12, 2019 at 5pm
- February 13, 2020 at 5pm
- April 16, 2020 at 5pm
- June 9, 2020 at 5pm

B. Next ECS Committee Meetings FYI Farnaz Golshani-Flechner 1 m

- Facilities Committee - September 18, 2019 at 4:30pm
- Governance Committee - October 8, 2019 at 10:30am
- Finance Committee - October 18, 2019 at 8:30am
- Equity and Diversity Committee - TBD

C. Student Led Tours FYI Julie Vo 1 m

- Next student-led tours at Environmental Charter High School (16315 Grevillea Ave, Lawndale, CA 90260)
 - Wed, Sept 18 @ 2pm
 - Tues, Oct 1 @ 10am
 - Tues, Oct 15 @10am
 - Tues, Oct 29 @10am
 - Wed, Nov 13 @ 2pm
 - Wed, Nov 20 @ 2pm
 - Wed, Dec 11 @ 2pm
- Sign up for a tour [here](#)

D. Upcoming Events FYI Alison Diaz 2 m

- ECHS
 - Career Day- November 1, 2019, Political Process Panel with Senator Ben Allen and Assemblymember Al Muratsuchi. Theme will be **Advocacy in Action**
- ECMS-Inglewood
- ECMS-Gardena

E. Appreciations FYI Anthony Jowid 2 m

XI. Closing Items 07:44 PM

A. Adjourn Meeting Vote Anthony Jowid 1 m