

*El Camino Real Charter High School Board*  
5440 Valley Circle Blvd. Woodland Hills, CA 93167 (818)595-7500

MEETING MINUTES  
Wednesday, February 19, 2014  
4:00 pm

**CALL TO ORDER:** The meeting was called to order by President Shukla Sarkar at 4:00pm.

**ROLL CALL:** Board Members present: Shukla Sarkar, Jeff Falgien, Obie Slamon, Peter Vastenhold, Jackie Keene, establishing a quorum.

Also present: Principal Dave Fehte, CBO Marshall Mayotte, Terri Keas

Absent: Pat Valentine, Larry Rubin

**APPROVAL OF MINUTES:** The Minutes for the Board Meetings of December 18, 2013 and January 15, 2014 were approved.

**PRESIDENT'S REPORT:** Shukla Sarkar thanked Obie Slamon for her work on the Principal's Evaluation. It remains a work in progress and will be done at the end of the year.

**FINANCIAL REPORT:** Marshall Mayotte and Dave Fehte combined their reports to include the following:

Requested approval of the Work Experience Plan, to be effective immediately.

**MOTION:** A motion was made by Jeff Falgien and Seconded by Obie Slamon to approve the Work Experience Plan.

**Vote:** Ayes: J. Falgien, O. Slamon, P. Vastenhold, J. Keene

Nays: none

**MOTION PASSED**

**MOTION:** A motion was made by Obie Slamon, and seconded by Jackie Keene to authorize Suki Dillon, Work Experience Coord., to make the state requested changes to the Work Experience plan.

**Vote:** Ayes: J. Falgien, O. Slamon, P. Vastenhold, J. Keene

Nays: none

**MOTION PASSED**

The LAUSD calendar for the 2014-15 school year is finalized. ECR will be following the LAUSD calendar as closely as possible including taking the week of Thanksgiving off.

ECR will have two pupil free days before school starts in August instead of one pupil free day at the beginning of the year and one at the end of the school year in June.

The first day of school for the Fall 2014-15 semester will be Tuesday, August 12, 2014.

**MOTION:** A motion was made by J. Falgien and seconded by P. Vastenhold, to adopt the calendar for the 2014-15 school year as described above.

**Vote:** Ayes: J. Falgien, O. Slamon, P. Vastenhold, J. Keene

Nays: none

**MOTION PASSED**

Single School District Plan: The Plan outlines how we use our Title 1 funds. We received \$150,000.00 to be used for the Summer Bridge Program which Assistant Principal Lisa Ring oversees, Prof. Development and to focus on Literacy with a 7<sup>th</sup> Period after school Monday – Thursday. ECR may expand meals to an after school dinner program.

MOTION: A motion was made by J. Falgien and seconded by O. Slamon, to approve the Single School Plan.

**Vote:** Ayes: J. Falgien, O. Slamon, P. Vastenhold, J. Keene

Nays: none

**MOTION PASSED**

Marshall requested approval to close and consolidate CCU accounts as the CD's mature and transfer the funds to the Schwab account and transfer the closed accounts to the PWB operating accounts. ECR will keep one business checking account open in order to keep the 2 VISA credit cards for day-to-day purchases of supplies, etc.

MOTION: A motion was made by O. Slamon and seconded by J. Keene to close and consolidate the CCU accounts as requested above.

**Vote:** Ayes: J. Falgien, O. Slamon, P. Vastenhold, J. Keene

Nays: none

**MOTION PASSED**

Marshall requested approval of the Winter Consolidated application which was prepared by ExED, which details federal Title 1 and Title II funds.

MOTION: A motion was made by J. Falgien and seconded by P. Vastenhold to approve the winter consolidated application.

**Vote:** Ayes: J. Falgien, O. Slamon, P. Vastenhold, J. Keene

Nays: none

**MOTION PASSED**

Marshall requested approval of the December check register. It was noted that now all American Express purchases are listed separately (for auditing/accounting purposes) and also listed as a total of all American Express purchases for the month. We are limiting hand-written checks to emergencies only. Treasurer J. Falgien reviewed the check register.

MOTION: A motion was made by J. Falgien and seconded by J. Keene to approve the December check register.

**Vote:** Ayes: J. Falgien, O. Slamon, P. Vastenhold, J. Keene

Nays: none

**MOTION PASSED**

Marshall requested approval of the Non-Executive Administrators' Contracts. The Board discussed some amendments to the terms of the contracts.

MOTION: A motion was made by O. Slamon and seconded by J. Falgien to approve the contracts.

**Vote:** Ayes: O. Slamon, P. Vastenhold, S. Sarkar

Nays: J. Falgien, J. Keene

**MOTION PASSED**

Marshall requested approval of the Non-Executive Administrators' Salary Table.

**MOTION:** A motion was made by O. Slamon and seconded by P. Vastenhold to approve the Non-Executive Administrators' Salary.

**Vote:** Ayes: J. Falgien, O. Slamon, P. Vastenhold, J. Keene

Nays: none

**MOTION PASSED**

Business Update: Marshall informed the Board that our estimated income for the year, according to ExED, is estimated at \$3,259,000. Our net income grew 1.57% in one year but could drop next year due to our low Free and Reduced population. Our income increased \$245,000 from ADA and we saved \$207,000 because we had fewer substitutes. Our overall costs increased. We need to maintain/reduce our average expenses. Our goal is to minimize the increase of total years of experience of the staff at ECR. The average LAUSD salary is \$62,307.00 compared to the average ECR salary which is \$74,102.00.

We have started planning facility improvements, reduce our carbon footprint and planning for expansion (Adding 200-300 to Alternative Education, add D-8, add a Community Learning Center and an Urban Farm).

**PUBLIC COMMENT:** None

**COMMITTEE REPORTS:** None

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**ADJOURNMENT:** The meeting was adjourned by Shukla Sarkar at 6:17pm.

Respectfully submitted by Terri Keas.