

APPROVED



# El Camino Charter High School

## Minutes

### Travel Committee Special Meeting

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#### **Date and Time**

Thursday May 31, 2018 at 3:00 PM

#### **Location**

El Camino Real Charter High School, Conference Room, 5440 Valley Circle Boulevard, Woodland Hills, CA 91390

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For board meeting materials, please go to the school's main office, or call (818) 595-7500. Some board meeting materials are also posted in the school's website (<http://ecrchs.net/ecr-board/>).

#### INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS

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:

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 "Oral Communications." "Oral Communications" 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. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed twenty-five (25) minutes. 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 that agenda item on your "Request to Speak" form and you will be given an opportunity to speak for up to three (3) minutes before the item, and total time allocated to agenda items will not exceed six (6) minutes for a discussion item and nine (9) minutes per vote item.
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4. When addressing the Board, speakers are requested to state their name and adhere to the time limits set forth.
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.

Consent Agenda: All matters listed under the consent agenda are considered by the Board to be routine and will 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 Daniel Chang, in person, by email at [d.chang@ecrchs.net](mailto:d.chang@ecrchs.net), or by calling (818) 595-7537.*

#### **Committee Members Present**

Beatriz Chen, Jonathan Wasser

#### **Committee Members Absent**

Scott Silverstein

#### **Guests Present**

Daniel Chang, David Hussey

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### **I. Opening Items**

#### **A. Call the Meeting to Order**

Beatriz Chen called a meeting of the Travel Committee committee of El Camino Charter High School to order on Thursday May 31, 2018 @ 3:03 PM at El Camino Real Charter High School, Conference Room, 5440 Valley Circle Boulevard, Woodland Hills, CA 91390.

#### **B. Record Attendance and Guests**

### **II. Consent**

#### **A. Approve Minutes of March 16, 2018 Travel Committee Meeting**

Beatriz Chen made a motion to approve minutes from the Travel Committee on 03-16-18.

Jonathan Wasser seconded the motion.

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

### **III. Travel Committee**

#### **A. Discuss and Possible Vote on Debate Team Trip to National Competition in Florida**

The only modification to the request is to add additional fee for each piece of luggage, whether carry-on or checked in. Also, one additional per diem for the travel day may be warranted. Also an additional amount for parking at the airport or for shuttle/taxi/Uber-Lyft service. The Committee approves the total budget of \$2,500.00 for the trip.

Beatriz Chen made a motion to approve a budget up to \$2,500.00 for Minita Clark to chaperone to the National Finals in Fort Lauderdale, Florida.  
Jonathan Wasser seconded the motion.  
The committee **VOTED** unanimously to approve the motion.

#### **IV. Closing Items**

##### **A. Adjourn Meeting**

Jonathan Wasser made a motion to adjourn the meeting.  
Beatriz Chen seconded the motion.  
The committee **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 3:15 PM.

Respectfully Submitted,  
Daniel Chang