



# El Camino Charter High School

## Minutes

### Travel Committee Special Meeting

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#### Date and Time

Thursday December 2, 2021 at 5:30 PM

#### Location

Virtual Meeting

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The Travel Committee is a standing committee of the Board of Directors of El Camino Real Alliance.

For committee 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 (<https://ecrchs.net> - click the ECR Board tab).

#### VIRTUAL COMMITTEE MEETING

In accordance with Governor Newsom's Executive Order N-29-20, the meeting of the Finance Committee will take place via a virtual/teleconferencing environment.

To join the virtual Committee meeting, please register through GoToWebinar <https://attendee.gotowebinar.com/register/3656553880950370061>, webinar ID 137-002-427. You must register for the event (note you do not need to enter your legal name to participate). Once registered, you can attend the meeting through the online link, or by telephone (a call-in number and audio PIN will be provided after you register and prior to the meeting).

#### PUBLIC COMMENTS

If you would like to make a comment during the Public Comment section or during an agenda item, you may do so in two ways: (1) click the "Raise Hand" icon on the control panel; or (2) email your comment to [comment@ecrchs.net](mailto:comment@ecrchs.net) and it will be read on the record. **Please note:** your name will be read on the record along with your comment; if you do not wish to have your name read, please indicate on your email.

In order to conduct an orderly meeting, all members of the public will be placed on mute during the Committee meeting, except during public comments. Note that for those who

elect to participate through the call-in number, you will not have the option of being unmuted during the meeting.

The Public Comments agenda item 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 Committee can only listen to your issue, not respond or take action. The Committee may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed thirty (30) minutes. 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 Committee, shall have twice the allotted time to speak. When addressing the Committee, speakers are requested to adhere to the time limits set forth. In order to maintain allotted time limits, the Committee Chair may modify speaker time allocations or the total amount of allotted time for an item.

Consent Agenda: All matters listed under the consent agenda are considered by the Committee to be routine and will be approved/enacted by the Committee in one motion in the form listed below. Unless specifically requested by a Committee member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Committee votes on them. The Committee 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 David Hussey, in person, by email at [comment@ecrchs.net](mailto:comment@ecrchs.net), or by calling (818) 595-7500.*

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**Committee Members Present**

Brad Wright (remote), Steven Kofahl (remote)

**Committee Members Absent**

None

**Guests Present**

Emilie Larew (remote)

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**I. Opening Items**

**A. Call the Meeting to Order**

Steven Kofahl called a meeting of the Travel Committee of El Camino Charter High School to order on Thursday Dec 2, 2021 at 5:30 PM.

**B. Record Attendance**

**C. Public Comments**

There were no public comments.

**II. Travel Committee**

**A.**

### **Discuss and Possible Vote on Academic Decathlon Team Trip to CDO Academic Decathlon Round 1 Scrimmage**

Mr. Hussey informed the committee that the Academic Decathlon team had been invited to participate in an important scrimmage opportunity in Arizona. He noted that it is important for the team to participate in this limited scrimmage as it will help the team to be prepared for the next couple of rounds, hopefully, at the Regional, State, and National levels.

Mr. Hussey noted that all paperwork had been completed, chaperones (3) had been secured, all permission slips, air travel, rental van had been reserved.

Mr. Hussey recommended that the Travel Committee approve this out-of-State travel. Mr. Hussey noted that the budget is \$8,100 and noted that he recommended approval of \$8,500, in case of need. Mr. Hussey expressed confidence in that the team would likely spend well under \$8,500.

Mrs. Larew noted that all documentation related to the travel/trip had been part of the board packet and is available online.

Mr. Hussey noted that Mr. Wood, CBO, had signed on the funding line and that Board Committee Members would be able to see Mr. Wood's signature on the funding line.

Mr. Wright noted that with travel and cancellations, and virus, that he would not be opposed to increasing the amount of funding beyond \$8,500, in case of emergency, and with permission of Mr. Hussey.

Brad Wright made a motion to approve the Academic Decathlon Team Trip to CDO Academic Decathlon Round 1 Scrimmage for an amount not to exceed \$8,500 except in case of emergency, which must be approved by Mr. Hussey. Steven Kofahl seconded the motion.

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

#### **Roll Call**

Brad Wright Aye

Steven Kofahl Aye

### **III. Closing Items**

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

Brad Wright made a motion to adjourn the meeting.

Steven Kofahl 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 5:38 PM.

Respectfully Submitted,  
Emilie Larew