



El Camino Real Charter High School

Finance and Investment Committee Meeting

June 15th 5:30PM - 7PM

Date and Time

Thursday June 15, 2023 at 5:30 PM PDT

Location

Main Campus - Grieb Theater

The Finance and Investment 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).

ATTENTION:

WE HAVE RETURNED TO "IN-PERSON" FINANCE AND INVESTMENT COMMITTEE MEETINGS.

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:

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.

These presentations are limited to **two (2) 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 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 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.

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 will be approved/enacted by the Board in one motion or more motions 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 vote(s) on the Consent Agenda item(s). 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 David Hussey, in person, by email at comment@ecrchs.net, or by calling (818) 595-7500.

Agenda

| | Purpose | Presenter | Time |
|--|---------|--------------------|----------------|
| I. Opening Items | | | 5:30 PM |
| Opening Items | | | |
| A. Call the Meeting to Order | | Danielle Malconian | 1 m |
| B. Record Attendance and Guests | | Ryan Guinto | 1 m |
| C. Pledge of Allegiance to the United States of America (USA) | | Danielle Malconian | 1 m |
| Mr. Hussey will lead meeting participants in the Pledge of Allegiance to the United States of America (USA). | | | |
| D. Public Comments | Discuss | Danielle Malconian | 30 m |
| II. Consent | | | 6:03 PM |
| A. Approve Minutes of the May 22, 2023, Finance and Investment Committee Meeting (TABLED) | FYI | Danielle Malconian | 1 m |
| III. Investment | | | 6:04 PM |
| A. April 2023 Investment Update | Discuss | G. Wood | 10 m |

| | Purpose | Presenter | Time |
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| Mr. Gregory Wood, CBO, will present the May 2023, Investment Update. | | | |

IV. Finance 6:14 PM

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| A. | May 2023 Financial Update | Discuss | G. Wood/A. Ilyas | 10 m |
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Mr. Gregory Wood, CBO, and Ms. Arleta Ilyas, Director, Accounting and Finance, will present the April, 2023, Financial Update.

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| B. | CARES Act Update | Discuss | G. Wood/A. Ilyas | 5 m |
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ECR CBO Gregory Wood, and Arleta Ilyas, Director of Finance & Accounting, will present an update to ECRCHS CARES act funding.

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| C. | Review of May 2023 Check Registers | Vote | A. Ilyas | 10 m |
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Review of May 2023 check registers for the City National Bank Accounts.

ACTION ITEM: motion to recommend to the Board; approval of the May 2023 Check Registers.

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| D. | Review of May 2023 Credit Card Charges | Vote | A. Ilyas | 10 m |
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Review the credit card charges for May 2023 & an update on how much ECRCHS has received in CalCard rewards funds.

ACTION ITEM: motion to recommend to the Board approval of the May 2023 credit card charges.

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| E. | Discussion and Vote on 2023-2024 ICON School Management Contract Renewal | Vote | Gregory Wood | 10 m |
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Mr. Wood, CBO, will lead a discussion prior to the vote on whether or not to recommend renewal of the ICON School Management Services contract to the full Board.

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| F. | Discussion and Vote on 2023-2024 CharterSAFE General Insurance Contract Renewal | Vote | Gregory Wood | 10 m |
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Mr. Wood, CBO, will lead a discussion prior to the vote on whether or not to recommend a renewal of the CharterSAFE contract to the full Board.

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| G. | Discuss and Vote to Recommend to the Full Board Approval of Additional Biology Textbooks | Vote | Gregory Wood/ R. Montague | 10 m |
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| | Purpose | Presenter | Time |
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| Mr. Wood, CBO, & Ms. Montague, Science Teacher, will lead a discussion prior to the vote on whether or not the Committee will vote to recommend that the full Board approve additional biology textbooks for the biology program. | | | |

V. School Business 7:19 PM

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| A. Cafeteria and 2023-2024 Budget Updates | Vote | Gregory Wood | 10 m |
| Gregory Wood, CBO, will provide an update on the Cafeteria and present the 2023-2024 Budget Update. | | | |

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| B. Discussion on the Local Control Accountability Plan (LCAP) 2023-24 Proposed Goals and Actions | Vote | Minita Clark | 20 m |
| Ms. Clark, Administrative Director, will lead a discussion and vote on whether or not to recommend that the full Board approve the 23-24 LCAP Proposed Goals and Actions. | | | |

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| C. Capital Budget Proposal | Vote | Ryan Guinto | 10 m |
| Mr. Guinto, Director of Technology, will lead a discussion to recommend the capital facilities budget proposal for 2023-2024 | | | |

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| D. Marketing Budget Proposal | Vote | R. Covarrubias/R. Guinto | 10 m |
| Mr. Covarrubias, Marketing Coordinator, and Mr. Guinto, Director of Technology, will lead a discussion to recommend the marketing budget proposal for 2023-2024 | | | |

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| E. Discussion and Vote on Proposed 23-24 ECRCHS Budget | Vote | G. Wood/A. Ilyas | 10 m |
| Mr. Wood will lead a discussion prior to a vote on whether or not to recommend that the full Board approve the proposed 2023-2024 ECRCHS budget. | | | |

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| F. Discuss and Vote on 2023-2024 CARS application | Vote | G. Wood | 10 m |
| Mr. Wood, CBO, will lead a discussion and vote on whether or not to recommend the 2023-2024 CARS application. | | | |

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| G. Fund Balance Designation | Vote | G.Wood/D.Malconian | 10 m |
| Mr. Wood, CBO, will lead a discussion on the creation and designating of a fund balance for deferred maintenance projects in facilities and technology. | | | |

| | Purpose | Presenter | Time |
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VI. Closing Items

8:39 PM

A. Adjourn Meeting

Vote

Danielle Malconian

1 m