
**REGULAR PUBLIC MEETING OF THE BOARD OF DIRECTORS
VISTA REAL CHARTER HIGH SCHOOL, INC.
WHICH OPERATES
VISTA REAL CHARTER HIGH SCHOOL**

February 27, 2019
4:00 p.m.

Meeting Location
4001 Mission Oaks Blvd., Suite E,
Camarillo CA 93012

Remote Location via Teleconference
177 Holston Dr.
Lancaster CA 93535

Conference Call: (661) 249-6805
Conference Code: 447502

MINUTES

1. OPENING

- a. Pledge of Allegiance was led by Ernie Villegas.
- b. Randell Lawrence called to order the February 27, 2019, Regular Board Meeting for Vista Real Charter High School.
- c. Unanimous

Name	Present	Absent
Randell Lawrence, Board President	✓	
Victoria Hancock, Board Secretary	✓, <i>via phone</i>	
Sean Leonard, Board Member	✓	
Ernest "Ernie" Villegas, Board Member	✓	

- d. A quorum was established and the meeting was opened.

2. PUBLIC COMMENTS

Members of the public who wish to address the Board on any item within the subject matter jurisdiction of the Board, whether or not the item is on the Agenda, may do so now, provided that such members have signed in before the commencement of the meeting. The total time allotted for public comments will not exceed eighteen (18) minutes. The time allotted per presentation will not exceed three (3) minutes, except in the case where a member of the public utilizes a translator, in which case the time allotted will not exceed six (6) minutes.

Members of the public shall be seated in designated areas and may stand but will not be permitted to move about the Board Room during the meeting.

In compliance with the Americans with Disabilities Act (ADA) and upon request, the Board may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate modification are invited to contact Soliman Villapando at (661) 272-1225 at least forty-eight (48) hours before the scheduled meeting so that the Board may make every reasonable effort to accommodate you.

There were no public comments.

3. APPROVE AGENDA ITEMS

a. Approve/adopt Agenda for the February 27, 2019, Regular Public Meeting of the Board of Directors of Vista Real Charter High School.

It was recommended that the Board of Directors adopt, as presented, and approve the Agenda for the February 27, 2019, Regular Public Meeting of the Board of Directors of Vista Real Charter High School. After discussion, the following action was taken to approve the Agenda:

Motion made by Ernie Villegas, seconded by Victoria Hancock, and all present in favor approving by roll call vote.

4. APPROVE BOARD MEETING MINUTES

a. Approve Minutes of the December 12, 2018, Regular Public Meeting of the Board of Directors of Vista Real Charter High School.

It was recommended that the Board of Directors adopt, as presented, and approve the Minutes of the December 12, 2018, Regular Public Meeting of the Board of Directors of Vista Real Charter High School.

There were no changes, additions or corrections to the Minutes. After discussion, the following action was taken to approve the Minutes:

Motion made by Sean Leonard, seconded by Ernie Villegas, and all present in favor approving by roll call vote.

5. SCHOOL REPORTS AND INFORMATION

a. Principal/School Reports

Vista Real Charter High School representatives provided updates on the following:

- PAC and LCAP meetings were held in January and February. This included an awards night where students were recognized for athletics, art, and academic achievement.
- Graduation is scheduled for June. There will be a reception prior to the ceremony that all board members are invited to, providing an opportunity to meet and greet graduation seniors.
- There was an amazing turnout for our Health Fair in February at Ventura College. Students were bused in to participate and learn about the many health and wellness resources available to them. Military, the fire department, and an animator were there to share career information.
- Students participated in a Healthy Relationships seminar. Speakers addressed the components of healthy relationships, as well as red flags that indicate a relationship may not be healthy.

- Students attended the Medal of Honor Ceremony at the Reagan Library. Students learned firsthand about the experiences of Medal of Honor recipients and were able to ask questions.
- Students attended a Leadership Conference at Universal Studios where students learned about qualities of good leaders, and the importance of being an effective leader in any situation.

b. Educational Report

A Vista Real Charter High School representative informed the Board of the following:

- A group of Education Department Specialists and Coordinators attended a full-day PLC Institute facilitated by the Curriculum and Instruction Coordinator Team. Additionally, staff have begun training in the HOPE Program, which provides wrap-around services to parenting students, including a child-friendly academic environment and support in a safe environment.
- The Counseling Department recently attended two days of training, including working with The American School Counselors Association (ASCA) to begin the process of becoming a nationally recognized program; and, training with the Los Angeles Office of Education in the area of supporting the needs of foster and homeless students.
- Vista Real Charter High School is focusing on testing all designated EL students during the month of March for the 2018-2019 Summative ELPAC Test. An ELPAC prep course is available.
- Student mentor team continues to grow and welcome new learners to Vista Real Charter High School and to assist with their transition. Additionally, mentors are working hard to make sure that students remain on track for graduation.

c. School Accountability Report Card (SARC) Update

A representative from Lifelong Learning Administration Corporation directed Board members to the 2017-2018 School Accountability Report Card included in their packets. The SARC contains information about the condition and performance of Vista Real Charter High School and is posted online and submitted to the CDE.

d. Report on Local Control and Accountability Plan (LCAP) Overview and Development Process, and California School Dashboard and System of Support

A Lifelong Learning Administration Corporation representative informed the Board that there are three ways they report to the public and remain accountable: the SARC, the LCAP, and the Dashboard. Vista Real Charter High School is currently considering including four new metrics into the LCAP. These potential metrics were reviewed and discussed in detail. Board members agreed these metrics would be beneficial to include in the LCAP. Additionally, the LCAP Goals and State Priorities were reviewed in detail, including student retention and credit completion, computer literacy, college and career readiness, as well as increasing stakeholder involvement.

e. Report on Mathematics Placement Results

A Lifelong Learning Administration Corporation representative informed the Board that the annual report on Mathematics Placement results is to ensure students are not held back based on race, ethnicity, or socio-economic disadvantages. The Board was informed that all Vista Real Charter High School 9th graders progressed and no students were held back.

f. Finance Report

A Lifelong Learning Administration Corporation representative informed the Board that the Second Interim report is the second report of the fiscal year, and includes details of revenue, expenditures, fund balance, and Average Daily Attendance, from July 1, 2018 – January 31, 2019. The purpose of this report is to provide an overview of the financial condition of the school. The Local Control Funding Formula (LCFF) determines the rate of primary state funding. The LCFF components are as follows: Base rate (Fixed Rate), Supplemental Rate and Concentration Rate (Depend on the unduplicated pupil percentage. The higher percentage, the higher the rate). Unduplicated pupil percentage is the percentage of students of the total enrollment that are low income, foster children, homeless or English learners.

Vista Real Charter High School is doing well overall and is projecting to end the school year with a reserve.

g. Board Meeting Notice

Board Members were directed to the board meeting notice in their packets.

6. CONSENT AGENDA ITEMS

Actions proposed for the Consent Agenda are consistent with adopted policies and approved practices of Vista Real Charter High School, and are deemed routine in nature. The Board was asked to approve all of the Consent Agenda Items by single vote unless any member of the Board or the Public asked that an item be removed from the Consent Agenda and considered and discussed separately.

- a.** The Board was asked to approve the preparation for filing of the 2017 Form 990 Federal Return of Organization Exempt from Income Tax.
- b.** The Board was asked to approve using the auditing firm Wilkinson, Hadley & King for the 2019 audit.
- c.** The Board was asked to approve the EL Master Plan/Reclassification.
- d.** The Board was asked to approve the Non-Discrimination Policy.
- e.** The Board was asked to approve the 2019-2020 UCP Annual Notice and UCP Policy & Procedures.
- f.** The Board was asked to approve policies addressing Protections for Students Relating to Immigration and Citizenship Status.
- g.** The Board was asked to approve the Title IX, Harassment, Intimidation, Discrimination, and Bullying Policy.
- h.** The Board was asked to approve the School Volunteer, Visitation, and Removal Policy.
- i.** The Board was asked to approve the Foster Youth Policy.
- j.** The Board was asked to approve the Student Freedom of Speech/Expression Policy.
- k.** The Board was asked to approve the General Complaint Policy and Procedures, and Form.

The following action was taken to approve the consent agenda items:

Motion made by Sean Leonard, seconded by Ernie Villegas, and all present in favor approving by roll call vote.

7. ACTION ITEMS

- a. The Board was asked to review current board member terms and to renew or appoint new members, as necessary.**

After discussion the Board voted to recommend that Sean Leonard be appointed to the Board of Directors of Vista Real Charter High School, for a term of one (1) year, in accordance with the Bylaws, and to so serve until his successor has been qualified and appointed.

Motion made by Ernie Villegas, seconded by Victoria Hancock, Sean Leonard abstained, and all present in favor approving by roll call vote.

- b. The Board was asked to ratify the appointment of Dr. Caprice Young as Superintendent of the School.**

Legal Counsel informed the Board that Dr. Caprice Young had assisted the school greatly as a consultant. Her extensive experience in public education, including public charter schools, was reviewed with the Board. It was recommended that the Board ratify Dr. Young as Superintendent of Vista Real Charter High School.

After discussion with the Board, the following action was taken to ratify Dr. Caprice Young as Superintendent:

Motion made by Victoria Hancock, seconded by Sean Leonard, and all present in favor approving by roll call vote.

- c. The Board was asked to update and approve bank account signers.**

The Board was asked to approve Dr. Caprice Young as a bank account signer. After discussion, the following action was taken to approve Dr. Caprice Young as a bank account signer:

Motion made by Ernie Villegas, seconded by Sean Leonard, and all present in favor approving by roll call vote.

- d. The Board was asked to approve the Second Interim Report and the revised Budget for the 2018-2019 year for Vista Real Charter High School.**

Based on the report the Board heard under Agenda Item 5f, the following action was taken to approve the Second Interim Report and the revised Budget for Vista Real Charter High School:

Motion made by Sean Leonard, seconded by Ernie Villegas, and all present in favor approving by roll call vote.

e. The Board was asked to approve the School Safety Plan.

Legal Counsel reminded the Board that The Charter School already had a Safety Plan in place, however, the Plan has now been updated to include the new legal requirements under AB 1747. After a discussion the following action was taken to approve the School Safety Plan:

Motion made by Ernie Villegas, seconded by Victoria Hancock, and all present in favor approving by roll call vote.

f. The Board was asked to review and approve an Addendum to the Educational Services Agreement between the charter school and Scholastic Education Resources regarding experiential learning activities to be offered to the school's students.

Legal Counsel explained to the Board that the Addendum to the current agreement in place between Vista Real Charter High School and Scholastic Education Resources contracts Scholastic Education Resources to provide additional services regarding experiential learning activities to be offered to Vista Real Charter High School students. After a discussion the following action was taken to approve the Addendum:

Motion made by Sean Leonard, seconded by Ernie Villegas, and all present in favor approving by roll call vote.

g. The Board was asked to approve a Paymaster Agreement.

Legal Counsel informed the Board they are being asked to become a common paymaster for other nonprofit public benefit corporations. Desert Sands Public Charter, Inc. will act as and assume the obligations of a common paymaster for Dr. Caprice Young and Jeri Vincent. Vista Real Charter High School shall reimburse and compensate the Common Paymaster based on regular student enrollment per learning period. After discussion the following action was taken to approve the Paymaster Agreement:

Motion made by Sean Leonard, seconded by Victoria Hancock, and all present in favor approving by roll call vote.

h. The Board was asked to approve the Low-Performing Students Block Grant.

Legal Counsel informed the Board that the Low-Performing Students Block Grant provides one-time funds, to be received in 2018-2019, and to be spent by June 30, 2019. Vista Real Charter High School is eligible to receive \$37,544.00 to be used for various intervention programs, such as Read 180, Math 180, and Illuminate. After a discussion the following action was taken to approve the Low-Performing Students Block Grant:

Motion made by Victoria Hancock, seconded by Ernie Villegas, and all present in favor approving by roll call vote.

8. LEGAL UPDATE

The Board was provided with information regarding new legislation affecting charter schools.

9. ADDITIONAL CORPORATE OFFICERS AND BOARD MEMBERS' OBSERVATIONS AND COMMENTS

Randall Lawrence thanked everyone for their reports.

Sean Leonard stated he is impressed with the new metrics.

Ernie Villegas stated he is thankful for being on the Board. Impressed by what is being accomplished. Mr. Villegas thanked the staff.

10. ADJOURNMENT

There being no further business to come before the Board, the February 27, 2019, Regular Public Meeting of the Board of Directors of Vista Real Charter High School, upon motion duly made, seconded and unanimously adopted, adjourned.

Motion made by Ernie Villegas, seconded by Sean Leonard, and all present in favor approving by roll call vote.

Signed by:

Victoria Hancock
Board Secretary