



---

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

December 12, 2018  
4:00 p.m.

**Meeting Location**  
401 South A Street (downstairs)  
Oxnard CA 93030

**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 December 12, 2018, Regular Board Meeting for Vista Real Charter High School.
- c. Unanimous

Name	Present	Absent
Randell Lawrence, Board President	✓	
Victoria Hancock, Board Secretary	✓	
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 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 Agenda for the December 12, 2018, 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 unanimous vote.

## **4. APPROVE BOARD MEETING MINUTES**

### **a. Approve Minutes of the September 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 September 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 Victoria Hancock, seconded by Sean Leonard, and all present in favor approving by unanimous vote.

## 5. SCHOOL REPORTS AND INFORMATION

### a. Principal/School Reports

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

- Vista Real Charter High School registered 360 students during a civic engagement campaign. Various rallies, informational events, and presentations were held to push for civic engagement.
- Enrollment continues to increase.
- Vista Real Charter High School cross country team was extremely successful as highlighted by a first place finish in the women's finals division.
- Students participated in a fieldtrip through Pathways.
- Vista Real Charter High School continues to support and inspire students with leadership clubs, girls and boys empowerment, substance abuse awareness classes, financial literacy, and mock job interviews.

### a. Educational Report

A Vista Real Charter High School representative informed the Board that staff has completed training in various intervention programs, including the Curriculum Writer's Workshop and Small Group Instruction (SGI). Additionally, they are receiving positive feedback from the students with regard to the new Math 180 program. With Math 180, students are given the opportunity to explore new concepts through game-based lessons. Vista Real Charter High School has seen positive growth in the students participating in Math 180.

Vista Real Charter High School is currently working with the ThinkCERCA content editors to develop curriculum for their students. ThinkCERCA is a writing and reading program that helps students engage in the writing process. The program encourages students by giving them the structure they need to formulate their thoughts in a formal essay and improve critical thinking skills. Students participating in the pilot program are providing positive feedback.

### b. Finance Report

A representative from Lifelong Learning Administration Corporation reviewed the current financial status of Vista Real Charter High School, including the current ADA, projected ADA, and ending balance.

### d. Local Indicators Update

A Vista Real Charter High School representative informed the Board that the Dashboard Local Indicators Report is a method for evaluation used by the State of California. The report is broken down into various categories including participation. Throughout the year the courses with the highest participation are English, Mathematics, Social Science, and CTE courses. The courses with the middle participation are SGI Intensive English Language, Physical Education, Science Courses, and Visual and Performing Arts. Lastly, the courses with the lowest participation are Foreign Language, ELD Courses, Reading Intervention, and Drivers Education. It was pointed out that Foster Youth have lower enrollment in foreign language because by law they are not required to complete the standard A-G courses. The school is considering ways to address this issue and encourage foster students to participate in such classes. Vista Real Charter High School has met the overall standards.

**e. Board Meeting Notice**

Board Members were directed to the board meeting notices in their packets. Staff provided a correction to the address printed on the notice. The correct address for the next board meeting is 4001 Mission Oaks Blvd. Suite E, Camarillo CA 93012.

**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 Individual Education Evaluation (IEE) Policy.**
- b. The Board was asked to approve the Suicide Prevention Policy for inclusion in Student Handbook.**

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

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

**7. ACTION ITEMS**

- a. The Board was asked to review and approve the 2018/2019 First Interim Report for Vista Real Charter High School.**

The following action was taken to approve the 2018/2019 First Interim Report:

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

- b. The Board was asked to review and approve the 2017/2018 Annual Audit Report for Vista Real Charter High School.**

A representative from Lifelong Learning Administration Corporation informed the Board that the Annual Audit was conducted using Government Auditing Standards. The auditor reviewed the internal controls, accounting policies, and the overall presentation of the financial statements and there were no audit findings. The following action was taken to approve the 2017/2018 Annual Audit Report:

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

**c. The Board was asked to consider and act upon management’s request for authority to pursue financing from an institutional lender.**

Legal counsel reminded the Board that in the past the school has used receivable financing, which generally has a somewhat high interest rate. The school now has an opportunity to obtain financing through Hanmi Bank, which is offering lines of credit at a much lower rate of interest. The Board was also informed that at this time Vista Norte Charter High School is requesting a \$5,000,000.00 line of credit from Hanmi Bank. After a discussion the following action was taken to authorize management to pursue financing from an institutional lender:

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

**d. The Board was asked to authorize the officers of the corporation to extend credit to, and obtain credit from, as may be reasonably required by business necessity, other nonprofit corporations operating other charter schools or other nonprofits with a similar education based mission.**

Legal counsel explained the need from time-to-time for Vista Real Charter High School to lend and/or borrow to and from other nonprofit corporations operating other charter schools or other nonprofits with a similar education based mission.

A representative from Lifelong Learning Administration Corporation informed the Board they are currently being asked to approve a low-interest, short-term loan between Vista Real Charter High School and Lifelong Learning Administration Corporation, in the amount of \$500,000.00, for the term of July 1, 2018 – June 30, 2019.

After a discussion the following action was taken to approve the Promissory Note presented to the Board, which includes the terms and conditions of the above mentioned short-term loan:

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

**e. The Board was asked to review and approve the revised MOU between Vista Real Charter High School and the Ventura County Board of Education.**

Legal Counsel informed the Board that the MOU between Vista Real Charter High School and the Ventura County Board of Education was reviewed and updated. The following items were updated: legal matters, reporting requirements and schedule, resource centers, special education, insurance requirements, purchasing procedures, and expulsion procedures. The MOU was approved by the Ventura County Board in November and is in place until June 30, 2020. After discussion, the following action was taken to approve the revised MOU:

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

## **8. LEGAL UPDATE**

The Board was provided with information regarding potential legislation affecting charter schools and the recent election results.

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

Randell Lawrence thanked the staff and praised everyone for their great work.

Sean Leonard praised the additional space at the center.

Board members inquired about the graduation schedule for 2019.

## **10. ADJOURNMENT**

There being no further business to come before the Board, the December 12, 2018, 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 Victoria Hancock, seconded by Sean Leonard, and all present in favor approving by unanimous vote.

Signed by:

---

Victoria Hancock  
Board Secretary