

Vista Real Charter High School

Minutes

Operated by Vista Real Charter High School, Inc.

A California Non-Profit Public Benefit Corporation

Date and Time

Wednesday September 16, 2020 at 11:00 AM

Location

Conference Line: (661) 249-6805 Code:525676

MEETING LOGISTICS

On March 17, 2020, Governor Newsom issued Executive Order N-29-20 related to the COVID-19 pandemic. The Executive Order allows state bodies covered by the Brown Act to hold public meetings via teleconferencing. The public is encouraged to participate in the meeting telephonically by dialing the conference line listed above and may submit written comments for prior consideration to the board members. Comments can be submitted to vmendoza@vrchs.org. Public comment on the day of the meeting can also be given during the "Public Comment" section of the meeting agenda.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Please see the "Accommodations" notice below.

Directors Present

Ernie Villegas (remote), Marybeth Jacobsen (remote), Randell Lawrence (remote), Victoria Hancock (remote)

Directors Absent

None

I. Opening Items

A. Call the Meeting to Order

Randell Lawrence called a meeting of the board of directors of Vista Real Charter High School to order on Wednesday Sep 16, 2020 @ 11:02 AM.

Board President Lawrence read aloud the notices regarding meeting logistics and accommodations.

B. Roll Call and Establishment of Quorum

C. Pledge of Allegiance

Board Member Villegas led the pledge of allegiance.

D. Staff Introductions

Corrine Manley, CEO & Area Superintendent
Jeri Vincent, Corporate CFO/Secretary
Sharie Strasburger, Principal
Jeff Martineau, V.P. of Charter Relations
Bill Thompson, Legal Counsel
Michelle Lopez, Legal Counsel, LLAC
Tres Simi, V.P. of Facilities, LLAC

E. Approve Agenda for the September 16, 2020, Regular Public Meeting of the Board of Directors.

Victoria Hancock made a motion to approve the agenda for the September 16, 2020, Regular Public Meeting of the Board of Directors.
Ernie Villegas seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Randell Lawrence Aye
Victoria Hancock Aye
Ernie Villegas Aye
Marybeth Jacobsen Aye

F. Approve Minutes of the August 25, 2020, Regular Public Meeting of the Board of Directors.

Ernie Villegas made a motion to approve the minutes from the August 25, 2020, Regular Public Meeting of the Board of Directors. Operated by Vista Real Charter High School, Inc. on 08-25-20.
Victoria Hancock seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Marybeth Jacobsen Aye
Victoria Hancock Aye
Ernie Villegas Aye
Randell Lawrence Aye

II. Consent Agenda

A. Consent Agenda

Board President Lawrence asked if anyone would like to discuss any items on the consent agenda. Hearing none, Board President Lawrence asked for a motion.

Marybeth Jacobsen made a motion to approve the consent agenda.
Victoria Hancock seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Victoria Hancock Aye
Ernie Villegas Aye
Marybeth Jacobsen Aye
Randell Lawrence Aye

III. PUBLIC COMMENT

A. Public Comment

Board President Lawrence read the following announcement for members of the public:

At this time, members of the public may address the Board on any item within the subject matter jurisdiction of the Board, whether or not the item is on the agenda. If you would like to participate in public comment, you must have signed in before the commencement of the meeting. Also, our teleconference line is open to members of the public who wish to participate in public comment. 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. The total time allotted for public comments will not exceed eighteen (18) minutes per agenda item, or ten (10) minutes for non-agenda items. In accordance with the Brown Act, no action may occur at this time but it is the Board's prerogative to hold a brief discussion, provide information to the public, provide direction to staff, or schedule the matter for a future meeting.

Board President Lawrence asked if there were any members of the public who wished to offer public comment. There were no members of the public who offered public comment or submitted written comment.

IV. School Reports and Information

A. Area Superintendent Update

Corrine Manley reported that student engagement remains a key focus of staff and discussed various streamlining procedures underway to increase access to support and resources for staff and students. Ms. Manley noted the importance of the school counselors and psychologist at Vista Real, and the use of virtual programs to support and communicate with students and parents.

B. Facilities Update

Corrine Manley directed the board to the tenant improvement bids and analysis for the recent real property purchase, APN: 103-0-091-105, and introduced Tres Simi to provide additional information and updates. Mr. Simi reviewed the three construction bids and cost analysis with the board.

Board President Lawrence commented that he has reviewed and evaluated each of the bids and the cost analysis, and that he supports the school's recommendation and is ready for the school to move forward with that bid.

Mr. Simi informed the board of an additional building item required by the City and stated the school will request each of the bidders to update their estimates to include this change. Mr. Simi will provide the updated estimates to the board upon receipt. Mr. Simi also informed the board the school resubmitted their plans to the City last Monday and expect to have building permits within the next two weeks.

V. Action Items

A. The Board will be asked to approve the Learning Continuity Plan for the 2020-2021 school year.

Corrine Manley directed the board to the school's Learning Continuity Plan (LCP) for the 2020-2021 school year and explained the school must adopt the LCP by September 30, 2020. The LCP includes descriptions of the following: addressing gaps in learning; conducting meaningful stakeholder engagement; maintaining transparency; addressing the needs of low income students, English learners, foster students, students with unique needs, and students experiencing homelessness; providing access to necessary devices and connectivity for distance learning; and providing resources and supports to address mental health and social emotional well-being. Ms. Manley reviewed the updates to the LCP that have been made since the public hearing that was held on August 25, 2020. Ms. Manley also informed the board the LCP will remain on the school's website and a copy will be provided

to the school's authorizer and the Ventura County Office of Education. Ms. Manley recommended the board adopt the Learning Continuity Plan.

Board Member Villegas commented on the school's review of the stakeholder feedback and incorporating recommendations into the LCP. Board Member Villegas asked if the LCP will have ongoing updates as new information and requirements are received. Ms. Manley confirmed the LCP is a fluid document and the school will continue to update as needed.

Board Member Jacobsen commented that the core of the school's success are the teachers and staff and inquired about the steps the school is taking to address the stress felt by staff during the pandemic. Ms. Manley explained that the leadership team constantly monitors areas that may be impacting staff and acts immediately to improve processes, communication, and provide additional resources. Board Member Jacobsen asked about staff morale and Ms. Manley stated this is an area the school leaders monitor daily with a focus on listening, providing support, approaching conversations with kindness and maintaining accountability on the school's goals. Board Member Jacobsen, Ms. Manley and Ms. Strasburger further discussed a few examples of the support and engagement occurring between the school leaders and staff. Board Member Jacobsen requested Ms. Manley and Ms. Strasburger to provide recommendations on how the board can thank school employees.

Board Member Jacobsen requested quarterly reports on the school's four key indicators: course completion, credit completion, attendance and grades data, with prior year comparisons. Ms. Manley will prepare the first report and also discussed the challenges of this year and impacts on the data when comparing to the prior school year.

Board Secretary Hancock complimented Ms. Manley on the thorough plan. Victoria Hancock made a motion to approve the Learning Continuity Plan for the 2020-2021 school year.

Marybeth Jacobsen seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Randell Lawrence Aye
Marybeth Jacobsen Aye
Victoria Hancock Aye
Ernie Villegas Aye

VI. Additional Corporate Officers and Board Members' Observations and Comments.

A. Observations and Comments

Board President Lawrence expressed his appreciation of the staff's efforts on remote learning during these trying times and looks forward to resuming in-person instruction.

Jeri Vincent thanked the board for their support and engagement in developing the Learning Continuity Plan and her appreciation of Ms. Manley and her team.

VII. Closing Items

A. Adjourn Meeting

Ernie Villegas made a motion to adjourn the meeting.
Victoria Hancock seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Marybeth Jacobsen Aye
Ernie Villegas Aye
Randell Lawrence Aye

Victoria Hancock Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:36 AM.

Respectfully Submitted,
Victoria Hancock

Accommodations. Requests for disability-related modifications or accommodations, or translation services, in order to enable all individuals to participate in the Charter School's open and public meetings shall be made by contacting Soliman Villapando at (661) 272-1225 at least twenty four (24) hours before the scheduled meeting.

Non-Discrimination. The Charter School prohibits discrimination, harassment, intimidation, and bullying based on the actual or perceived characteristics of disability, gender, gender identity, gender expression, nationality, national origin, ancestry, race or ethnicity, color, religion, sex, sexual orientation, immigration status, potential or actual parental, family or marital status, age, or association with an individual who has any of the aforementioned characteristics, or any other basis protected by federal, state or local law.

Public Documents. To request documents provided to a majority of the governing board regarding an open session item on this agenda, please send an email request to vmendoza@vrchs.org.