

Vista Real Charter High School

Minutes

Regular Board Meeting

Operated by Vista Real Public Charter, Inc., A California Non-Profit
Public Benefit Corporation

Date and Time

Monday October 18, 2021 at 4:00 PM

Location

Conference Line: (661) 463-5403 Code: 862 324#

MEETING LOGISTICS

This meeting is held in compliance with Assembly Bill 361, which allows flexibility in Brown Act teleconferencing procedures as addressed by the Board under Agenda Item I.E. The public is encouraged to participate in the meeting telephonically by dialing the conference line listed on the posted agenda. The public may submit written comments to the Board by emailing publiccomments@vrchs.org. The public may also provide comments telephonically 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

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

Directors Absent

Ernie Villegas

I. Opening Items**A. Call the Meeting to Order**

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

Randell Lawrence called a meeting of the board of directors of Vista Real Charter High School to order on Monday Oct 18, 2021 at 4:00 PM.

B. Roll Call and Establishment of Quorum**C.**

Pledge of Allegiance

Board Secretary Hancock led the pledge of allegiance.

D. Staff Introductions

Corrine Manley, CEO and Area Superintendent
Jeri Vincent, Corporate Secretary
Jonathan Oates, Principal
Guy Mansfield, Learning Center Coordinator
Jason Angell, Learning Center Coordinator
Jeff Martineau, V.P. of Charter Relations
Bill Thompson, Legal Counsel
Guita Sharifi, CFO, LLAC
Michelle Lopez, Legal Counsel, LLAC
Gary Cushing, Board Candidate
Marlo Hartsuyker, Director of Charter School Support and Oversight

E. Adopt Resolution Continuing Board of Directors' Authority to Hold Virtual or Teleconference Meetings Pursuant to Assembly Bill 361

Board President Lawrence discussed Assembly Bill 361, signed by Governor Newsom on September 16, 2021, and explained that the law exempts the board from certain provisions of the Brown Act related to teleconference meetings during states of emergency, as long as the Board makes required findings as detailed in the law. Under AB 361, boards that would like to continue to meet remotely must determine by majority vote whether as a result of the state of emergency, meeting in person would present imminent risks to the health or safety of attendees. Board President Lawrence directed the board members to the resolution located in their packet.

Victoria Hancock made a motion to adopt Resolution Continuing Board of Directors' Authority to Hold Virtual or Teleconference Meetings Pursuant to Assembly Bill 361.

Marybeth Jacobsen seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

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

F. Approve Agenda for the October 18, 2021, Regular Public Meeting of the Board of Directors

Marybeth Jacobsen made a motion to approve Agenda for the October 18, 2021, Regular Public Meeting of the Board of Directors.

Victoria Hancock seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

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

G.

Approve Minutes of the August 30, 2021, Regular Public Meeting of the Board of Directors

Victoria Hancock made a motion to approve the minutes from Regular Board Meeting on 08-30-21.

Marybeth Jacobsen seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

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

II. Consent Agenda

A. Consent Agenda Items

Board President Lawrence announced the consent agenda items and asked if any member would like to discuss any of the agenda items for action separately. Hearing none, Board President Lawrence asked for a motion to approve the consent agenda.

Marybeth Jacobsen made a motion to approve the consent agenda items.

Victoria Hancock seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Ernie Villegas	Absent
Marybeth Jacobsen	Aye
Victoria Hancock	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, by dialing the teleconference line listed on the posted agenda. 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. 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 greeted the board and provided an update on the following topics:

- Student Achievement Data: The school has reached its highest utilization and credit completion rates since the start of the pandemic.
- Student Events: Vista Real had great student and parent turnout at the recent Senior Night and Information Night, held for students in grades 9 through 11.
- Staff Support: The school has brought on board six Social Worker Interns.
- Social-Emotional Programs: Students of United Respect and Consciousness & Energy (SOURCE).
- Community: The Santa Paula learning center is offering the High School Equivalency Test (HSET) as a resource to the community.
- WASC: The school's upcoming WASC committee visit will be held virtually on November 15-17, 2021.
- Reserve Spending Plan: Ms. Manley and her team are developing a Reserve Spending Plan that will be presented to the board at the December regular board meeting.

Ms. Manley thanked the board for their support.

Board President Lawrence thanked Ms. Manley and expressed his appreciation for all of her hard work and her team's hard work.

Board Secretary Hancock praised Ms. Manley.

Board Member Jacobsen thanked Ms. Manley for her report.

B. Finance Update

Guita Sharifi directed the board to the Hanmi Bank Rotating Line of Credit (RLOC) financial update and reviewed the school's credit amount including the current interest rate expiration date, the current RLOC withdrawal amount, and the RLOC covenants ratios. Ms. Sharifi then discussed the status of the June 30, 2021 annual audit report and the extended due date of January 31, 2022, and the board will be provided a presentation of the audit report during the January 2022 regular board meeting.

Board President Lawrence thanked Ms. Sharifi for her report.

Board Member Jacobson asked a few questions about the language used in the financial report to gain a better understanding of the school's financial status.

Marlo Hartsuyker asked about the line of credit and if the school anticipates needing to use it. Ms. Sharifi informed Ms. Hartsuyker the school did not have a line of credit until the school was hit with the recent state apportionment deferrals. The deferrals were to be for 7 months and impact about 36% of the reserve. The school applied for the line of credit and subsequently requested to expand the line of credit to \$6 million to meet the deferrals. However, since the school has a good financial reserve and the state paid the deferrals early, the school did not need to access the line of credit.

C. School Year 2020-2021 Vendor List

Corrine Manley directed the board to the 2020-2021 school year vendor list located in their board package. Ms. Manley explained this is a list of all vendors for the 2020-2021 school year and includes a brief description of services for the board's review. Ms. Manley further explained the list includes vendors who provide varying services including professional development, technology, health care benefits, etc.

Board President Lawrence thanked Ms. Manley for the update.

D. Updated 2021-2022 Board Meeting Calendar

Board President Lawrence directed the board to the updated 2021-2022 regular board meeting calendar for the remainder of the school year. Jeff Martineau then updated the board on the additional regular board meeting, which has been scheduled for November 10, 2021 at 4:00pm.

Board President Lawrence thanked Mr. Martineau for the updated board meeting information.

V. Action Items

A. The Board will consider the designation of Gary Cushing to serve on the Board of Directors for the term through June 30, 2022

Corrine Manley re-introduced Gary Cushing to the Board of Directors. Mr. Cushing provided background information on his experience and interest in serving on the board. Mr. Cushing then recused himself from the meeting. Board members discussed Mr. Cushing's appointment and complimented his experience and qualifications.

Marybeth Jacobsen made a motion to approve the designation of Gary Cushing to serve on the Board of Directors for the term through June 30, 2022.

Victoria Hancock seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Marybeth Jacobsen Aye

Ernie Villegas Absent

Randell Lawrence Aye

Victoria Hancock Aye

Board members congratulated Mr. Cushing and welcomed him as a new board member. Board President Lawrence noted that Mr. Cushing is invited to vote on action items for the remainder of today's meeting.

VI. Closed Session

A. Adjourn open public Board meeting to go into closed session

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1).) Title: Area Superintendent

Victoria Hancock made a motion to adjourn open public Board meeting to go into closed session.

Marybeth Jacobsen seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

Ernie Villegas Absent
Randell Lawrence Aye
Victoria Hancock Aye
Marybeth Jacobsen Aye
Gary Cushing Absent

B. Adjourn closed session and reconvene to open Board meeting

Board President Lawrence reported that the Board unanimously voted to adjourn the closed session and resume the public board meeting.

Gary Cushing made a motion to adjourn closed session and reconvene to open Board meeting. Marybeth Jacobsen seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Ernie Villegas Absent
Marybeth Jacobsen Aye
Victoria Hancock Aye
Randell Lawrence Aye
Gary Cushing Aye

C. Report of action taken or recommendations made in closed session, if any

Board President Lawrence reported out that no action was taken in closed session.

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

A. Observations and Comments

Jeri Vincent welcomed Mr. Cushing to the board and expressed her appreciation for the knowledge the board members bring to the table. She also thanked Ms. Hartsuyker for hosting the Brown Act training. Lastly, she thanked Ms. Manley for her ongoing quest for student success.

Board President Lawrence thanked Ms. Sharifi and Ms. Manley for their reports and effort.

VIII. Closing Items

A. Next Regular Board Meeting Date: December 6, 2021, 4:00pm

Board President Lawrence reminded the board the next board meeting is scheduled for November 10, 2021.

B. Adjourn Meeting

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

Roll Call

Randell Lawrence Aye

Ernie Villegas Absent
Marybeth Jacobsen Aye
Victoria Hancock Aye
Gary Cushing Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:15 PM.

Respectfully Submitted,
Victoria Hancock

Accommodations. All meetings of the Board of Directors are held in compliance with the Americans with Disabilities Act of 1990. 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 publiccomments@vrchs.org.