

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 June 6, 2022 at 4:00 PM

Location

https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2FI%2Fmeetup-join%2F19%3Ameeting_YWFkZmU3MmYtYzYxYi00MDQ3LTkwNTQtYzQ0MThiYTlwYTJi%40thread.v2%2F0%3Fcontext%3D%257b%2522Tid%2522%253a%2522c33f6d28-3425-42a7-8827-d21f10bb2e83%2522%252c%2522Oid%2522%253a%25224e4cd601-0d23-44be-8261-73cdf2e9f610%2522%257d%26anon%3Dtrue&type=meetup-join&deeplinkId=353ac14e-0218-47a9-810d-f6de9f0f68f2&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true

Or call in for Audio only:

Conference Line: (657) 207-0015 Code: 124 928 728#

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 or by clicking the weblink 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

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

Directors Absent

None

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 Jun 6, 2022 at 4:00 PM.

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 and Area Superintendent
Jeri Vincent, Corporate Secretary
Jonathan Oates, Principal
Jeff Martineau, V.P. of Charter Relations
Bill Thompson, Legal Counsel
Adam Miller, Legal Counsel
Guita Sharifi, CFO, LLAC
Michelle Lopez, Legal Counsel, LLAC

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

Jeff Martineau 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. Mr. Martineau directed the board members to the resolution located in their packet and recommended the board approve the Resolution Continuing Board of Directors' Authority to Hold Virtual or Teleconference Meetings Pursuant to Assembly Bill 361.

Gary Cushing 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
Gary Cushing	Aye
Marybeth Jacobsen	Aye
Randell Lawrence	Aye
Ernie Villegas	Aye

F. Approve Agenda for the June 6, 2022, Regular Public Meeting of the Board of Directors

Ernie Villegas made a motion to approve Agenda for the June 6, 2022, Regular Public Meeting of the Board of Directors. Victoria Hancock seconded the motion. The board **VOTED** to approve the motion.

Roll Call

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

G. Approve Minutes of the May 18, 2022, Regular Public Meeting of the Board of Directors

Victoria Hancock made a motion to approve the minutes from Regular Board Meeting on 05-18-22.

Gary Cushing seconded the motion.

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

Roll Call

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

Gary Cushing made a motion to approve the consent agenda items.

Marybeth Jacobsen seconded the motion.

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

Roll Call

Marybeth Jacobsen Aye
Randell Lawrence Aye
Gary Cushing Aye
Victoria Hancock Aye
Ernie Villegas 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 or by clicking the weblink 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 members and provided updates on the following:

- Graduation – scheduled for Thursday, June 9 at 4:30 at the Ventura College SportPlex.
- Camarillo Open House – The open house was a success with students, families and community members attending the event. Ms. Manley thanked Board President Lawrence and Board Member Villegas for attending the open house.
- Leadership Planning Event – scheduled for the end of June and leaders will plan for next school year, including aligning goals with the LCAP and WASC reports.
- Annual Oversight Visit – the recent visit was held with the Ventura County Office of Education on Friday, June 3, and included a tour of the Santa Paula learning center, a classroom visit, teacher and director interviews, review of school policy website postings, review process for teachers. It was a very positive visit.
- Principal Strasburger – Ms. Manley informed the board that Shari Strasburger, long-time principal, is relocating to Northern California and has submitted her resignation. Ms. Manley expressed her gratitude and appreciation for Ms. Strasburger's dedication, leadership and accomplishments over the years. Ms. Manley wished Ms. Strasburger success in her new venture.

Board President Lawrence thanked Ms. Manley for her report and expressed that Ms. Strasburger will be missed but the board is happy for her.

B. Report on Mathematics Placement Results

Corrine Manley explained that the California Mathematics Placement Act of 2015 required the board to adopt “a fair, objective, and transparent mathematics placement policy” before the beginning of the 2016 school year. The policy was first adopted in 2016 with minor revisions approved to the policy in 2020. The policy addresses students entering ninth grade and includes several required elements to ensure equity in student achievement, including multiple objective academic achievement measures, annual examination of pupil placement to ensure students are not held back in a disproportionate manner, providing an annual report to the governing board and posting the policy on the school's website.

For the 2021-22 school year, the math placement for 9th graders fell into three categories:

- **57%** of 9th grade math students placed in remedial math courses
- **38%** of 9th grade math students placed in Algebra 1 (grade level course)
- **5%** of 9th grade math students placed in Geometry or Algebra II (above grade level course)

Ms. Manley explained that despite the challenges many students have with math, which have also been compounded by the pandemic for the past two years, she is

pleased to report that all 9th grade students who took math progressed in their mathematics courses and none were held back. Ms. Manley informed the board the staff will continue to evaluate this data and report to the board next year pursuant to the Board's policy.

Board President Lawrence thanked Ms. Manley, and is glad to hear students were in their correct placements and were not held back.

Board Member Jacobsen praised Ms. Manley for doing a great job.

C. LCFF Local Indicators Report for School Year 2021-2022

Corrine Manley directed the board to the LCFF Local Indicators Report for school year 2021-22 located in their board packet. Ms. Manley then explained the LCFF Local Indicators Report is required for reporting on the priority areas where state data is not available. The State Board of Education provides a self-reflection tool for schools to report progress made. Ms. Manley then discussed the following Priority areas:

Priority 1: Focuses on ensuring that English Learners are assigned to appropriately credentialed teachers, that all students have access to their own instructional materials, and that resource centers are in good repair. Priority met.

Priority 2: Ensures the school is making progress in implementing state academic standards and providing professional development to teachers. Priority met.

Priority 3: Addresses parent engagement. Priority met

Priority 6: Evaluates school climate. Priority met.

Priority 7: Measures the progress in ensuring that all students have access to a broad course of study. Priority met.

Board President Lawrence thanked Ms. Manley for her report.

Board Member Villegas commented on the school's commitment to get back to pre-pandemic levels. He is also glad to hear there is an increase in parental involvement and is looking forward to continued improvement.

Board Member Jacobsen agreed with Mr. Villegas and praised Ms. Manley for being able to engage parents.

Board Member Villegas asked how many students are graduating this year. Ms. Manley informed the board they have close to 100 students participating in the graduation ceremony.

D. School Survey Report

Corrine Manley directed the board to the school survey report located in their board packet. Ms. Manley explained that each year the school conducts a climate survey that aligns with the school's LCAP goals. The school implemented a new survey tool that has helped to gain a more in depth understanding of how students, parents and staff feel about the school's climate. The new survey tool includes questions on the school's climate, connectedness and engagement, social emotional learning, academics, future goals, college and career, and civic engagement. Ms. Manley reported that 516 students participated in the survey and highlighted the results of the survey. Ms. Manley then explained that the data in these surveys are essential to the school leaders' instruction and climate goals and efforts towards continuous improvement.

Board Member Villegas shared how impressed he was to see how connected the students feel to the school. He also commented on the adults and parents who shared their positive experiences with the school.

E. Annual IRS Form 990, Return of Organization Exempt From Income Tax and the California return for 2020, as filed

Guita Sharifi informed the board that the corporation's annual 990 federal tax return and the California return for 2020, which was provided to each board member, has been filed prior to the May 15, 2022, extension due date.

Board President Lawrence thanked Ms. Sharifi.

F. Finance Update

Guita Sharifi directed the board to the Hanmi Bank Rotating Line of Credit (RLOC) financial update included in the board packet and reviewed the school's credit amount including the current interest rate of 4.5%, which represents an increase from the previous RLOC update provided to the board. Ms. Sharifi then reviewed the expiration date, the current RLOC withdrawal amount, and the RLOC covenants ratios as of May 23, 2022.

Board President Lawrence thanked Ms. Sharifi for the updated information.

G. Committed Funds Plan

Corrine Manley directed the board to the committed funds plan as approved by the governing board on December 6, 2021, and provided an update on the school's efforts to purchase a building in the Ventura area. Ms. Manley discussed the current lease terms and lack of property inventory. The school will continue searching for a relocation property and will keep the board updated on any potential locations for review, discussion, and approval by the board. Ms. Manley discussed the school's transportation needs for student field trips for the upcoming school year and provided a few examples. Ms. Manley reviewed two potential bus options and the school's needs, and explained that the school has requested the procurement department to begin researching options and pricing. Ms. Manley will bring the recommended bus options to the board once the procurement department has completed their research.

Board Member Jacobsen asked if the cost for dual-enrollment is included in the budget. Ms. Manley informed the board that all costs are included for the students. Ms. Jacobsen asked if gas is also included. Ms. Manley informed the board that gas is currently not a part of the budget. She emphasized that the buses would be used for getting around town, and that they are considering hybrid options.

H. Area Superintendent Performance Review (Evaluation Tool for school year 2022-2023), First Read

Jeff Martineau directed the board to the first read of the draft Area Superintendent evaluation tool for the 2022-2023 school year. Mr. Martineau explained this evaluation tool is for the board's consideration when evaluating the Area Superintendent and shall be a cooperative effort between the Board, Corporate Officers, and Area Superintendent. Mr. Martineau then reviewed the focused areas of performance and the changes from the current school year evaluation tool. He then requested input from the board and noted that this item will be placed as an action item on the August regular board meeting agenda with a recommendation for board approval.

Board President Lawrence thanked Mr. Martineau.

V. Public Hearing

A. Open Public Hearing

Victoria Hancock made a motion to open the public hearing.
Gary Cushing seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

B. The Board will hold a public hearing to solicit the recommendations and comments of members of the public regarding the Budget Overview for Parents and the Local Control Accountability Plan (LCAP) with Comprehensive Support and Improvement Plan for the 2022-2023 school year

Board President Lawrence announced the public hearing opened at 4:43 p.m.

Corrine Manley directed the board to the Budget Overview for Parents (BOP) and the Local Control Accountability Plan (LCAP) for the 2022-2023 school year. Ms. Manley explained the BOP includes information on the Local Control Funding Formula revenues, supplemental and concentration grants, and state funds. The BOP demonstrates to the public and parents that the school directed its funds in 2021-2022 towards increasing or improving service in meeting the needs of the school community, while also directing funding for its high needs students such as low income students, English Learners, and foster youth.

Ms. Manley then reviewed the projected revenue chart, which explains the projected revenue for the school by each fund source: LCFF funds with both supplemental and concentration grants, and local, state and federal funds. Ms. Manley discussed the estimated budgeted expenditures for the school and the corresponding actions and services in the LCAP.

Ms. Manley explained the school reflected on the school's progress and community partner input for the school's 2021-2022 LCAP goals when developing the 2022-2023 LCAP report. Ms. Manley then shared the school's successes and needs identified during the reflection process.

Next, Ms. Manley reviewed the school's proposed four LCAP goals for the 2022-2023 school year:

- **Goal 1 – Increase Academic Progress:** This is a focus goal for increasing academic progress for all students, especially the English learners, low-income and foster youth students, who struggled during the previous year. In the next three years, the school will have mitigated the negative impact learning loss had on students, and anticipates improvements in NWEA, EL reclassification, credit completion and graduation rates.
- **Goal 2 – Students Will Gain Skills for College and Career Readiness:** This is a broad goal for helping students gain skills for college and career readiness for all students, including low-income students, English Learners, and foster youth.

- **Goal 3 – Increase Student Retention:** This is a maintenance goal for student retention. It is designed to continue the success we have had with addressing student disengagement from their schooling and supporting their decision to either rematriculate or graduate through the program. The school has safe and welcoming facilities, with a positive school climate, which effectively encourage students to remain engaged in their schooling experience.
- **Goal 4 – Increase Educational Partner Engagement:** This is a maintenance goal for increasing engagement. School leaders and staff believe in parent participation along with their student’s academic progress, and they believe parents should be encouraged to participate in meaningful ways to promote positive school outcomes.

Finally, Ms. Manley explained the school is a Dashboard Alternative School Status (DASS) independent study program for at-promise youth in need of credit recovery. The school has been identified for Comprehensive Support and Improvement (CSI) under the federal Every Student Succeeds Act (ESSA), because the single year cohort graduation rate was 67.8% for a three-year average (2018-2019, 2019-2020, & 2020-2021), which is below the federal threshold of 68%. The school, through a collaborative process involving parents, students and staff, developed improvement strategies after doing a school-level needs assessment, determined evidence-based interventions and examined the program for any resource inequities. Ms. Manley then reviewed the CSI section within the LCAP plan.

Ms. Manley then directed the board to the allocation of funds to support these goals and then requested any input from the board or public on the school’s BOP and LCAP plan for the 2022-2023 school year.

Board President Lawrence thanked Ms. Manley for her report and asked if any members of the public were on the line to offer a comment, or if any member of the public submitted written comments.

C. Close Public Hearing

Hearing no comments from the public, Board President Lawrence requested a motion and closed the public hearing at 4:54 p.m.

Ernie Villegas made a motion to close the public hearing.
 Gary Cushing seconded the motion.
 The board **VOTED** to approve the motion.

Roll Call

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

VI. Action Items

A. The Board will be asked to approve Victoria Hancock to serve on the Board of Directors for the term July 1, 2022 through June 30, 2023

A motion was requested to reappoint Victoria Hancock as a member of the Vista Real Public Charter, Inc. Board of Directors for a term of July 1, 2022, through June 30, 2023.

Randell Lawrence made a motion to approve Victoria Hancock to serve on the Board of Directors for the term July 1, 2022 through June 30, 2023.

Ernie Villegas seconded the motion.

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

Roll Call

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

B. The Board will be asked to approve Ernest “Ernie” Villegas to serve on the Board of Directors for the term July 1, 2022 through June 30, 2023

A motion was requested to reappoint Ernest “Ernie” Villegas as a member of the Vista Real Public Charter, Inc. Board of Directors for a term of July 1, 2022, through June 30, 2023.

Randell Lawrence made a motion to approve Ernest “Ernie” Villegas to serve on the Board of Directors for the term July 1, 2022 through June 30, 2023.

Marybeth Jacobsen seconded the motion.

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

Roll Call

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

C. The Board will be asked to approve Marybeth Jacobsen to serve on the Board of Directors for the term July 1, 2022 through June 30, 2023

A motion was requested to reappoint Marybeth Jacobsen as a member of the Vista Real Public Charter, Inc. Board of Directors for a term of July 1, 2022, through June 30, 2023.

Ernie Villegas made a motion to approve Marybeth Jacobsen to serve on the Board of Directors for the term July 1, 2022 through June 30, 2023.

Gary Cushing seconded the motion.

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

Roll Call

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

D. The Board will be asked to approve Gary Cushing to serve on the Board of Directors for the term July 1, 2022 through June 30, 2023

A motion was requested to reappoint Gary Cushing as a member of the Vista Real Public Charter, Inc. Board of Directors for a term of July 1, 2022, through June 30, 2023.

Marybeth Jacobsen made a motion to approve Gary Cushing to serve on the Board of Directors for the term July 1, 2022 through June 30, 2023.

Randell Lawrence seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

E. The Board will be asked to approve Randell Lawrence to serve on the Board of Directors for the term July 1, 2022 through June 30, 2023

A motion was requested to reappoint Randell Lawrence as a member of the Vista Real Public Charter, Inc. Board of Directors for a term of July 1, 2022, through June 30, 2023.

Ernie Villegas made a motion to approve Randell Lawrence to serve on the Board of Directors for the term July 1, 2022 through June 30, 2023.

Gary Cushing seconded the motion.

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

Roll Call

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

F. The Board will be asked to re-authorize the Corporate Officers and Senior Administration to make all reasonable and necessary business arrangements, and enter into all reasonable and necessary transactions, including but not limited to, contracts with vendors, employees, consultants and others

Board President Lawrence requested a motion to re-authorize the Corporate Officers and Senior Administration to make all reasonable and necessary business arrangements, and enter into all reasonable and necessary transactions, including but not limited to, contracts with vendors, employees, consultants and others.

Ernie Villegas made a motion to re-authorize the Corporate Officers and Senior Administration to make all reasonable and necessary business arrangements, and enter into all reasonable and necessary transactions, including but not limited to, contracts with vendors, employees, consultants and others.

Victoria Hancock seconded the motion.

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

Roll Call

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

G. The Board will be asked to re-authorize the Corporate Officers to award discretionary incentives to employees at various sundry times

Board President Lawrence requested a motion to re-authorize the Corporate Officers to award discretionary incentives to employees at various sundry times.

Gary Cushing made a motion to re-authorize the Corporate Officers to award discretionary incentives to employees at various sundry times.

Ernie Villegas seconded the motion.

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

Roll Call

Randell Lawrence Aye

Ernie Villegas Aye

Victoria Hancock Aye

Gary Cushing Aye

Marybeth Jacobsen Aye

H. The Board will be asked to approve the Local Control Funding Formula (LCFF) for school year 2022-2023, which drives the primary source of funding for the charter school

Guita Sharifi explained that LCFF funding is the primary source of the school's revenue and determines the funding for charter schools, which has two primary components: a base rate component that applies to all schools that depends exclusively on Average Daily Attendance (ADA) by grade span, and a supplemental and concentration component that depends on the percentage of school's English Learners, foster youth or low-income students. The LCFF calculation is the largest source of the school's unrestricted revenue and is essential to budget and LCAP development. Ms. Sharifi further explained the total LCFF revenue estimated to be received for the 2022-2023 school year, including the total supplemental and concentration funding. Ms. Sharifi recommended the board approve the LCFF for school year 2022-2023.

Board President Lawrence thanked Ms. Sharifi.

Victoria Hancock made a motion to approve the Local Control Funding Formula (LCFF) for school year 2022-2023, which drives the primary source of funding for the charter school.

Gary Cushing seconded the motion.

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

Roll Call

Gary Cushing Aye

Randell Lawrence Aye

Marybeth Jacobsen Aye

Victoria Hancock Aye

Ernie Villegas Aye

I. The Board will be asked to approve the Education Protection Account (EPA) spending determinations

Guita Sharifi explained that the Education Protection Account (EPA) is a component of the LCFF funding that must be used only for instruction and be posted on the school's website every year. Ms. Sharifi discussed the total estimated EPA revenue to be received for the 2022-2023 school year. Ms. Sharifi recommended the board take action to approve the EPA spending determinations.

Board President Lawrence thanked Ms. Sharifi.

Marybeth Jacobsen made a motion to approve the Education Protection Account (EPA) spending determinations.

Gary Cushing seconded the motion.

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

Roll Call

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

J. The Board will be asked to approve the Budget for the 2022-2023 fiscal year

Guita Sharifi informed the board the school's budget is based on funding information from the May revision to the State's budget and will be adjusted in the future if there are changes to the budget when it is signed in June or in subsequent revisions during the summer.

Ms. Sharifi then explained the funding projections for next fiscal year, include a COLA of 6.56% to the LCFF funding rate compared to prior year. This is the highest COLA the school has seen since the inception of the LCFF funding formula. Ms. Sharifi further explained there is an additional \$2.1B included in the State's budget that will be allocated to the base rate of the LCFF formula and an \$8B for one-time discretionary grants. However, there is still no detail or clarity on how these additional funds and grants will be dispersed or the impact to the funding rate, therefore these funding amounts are not included in the school's original budget and will be added in future revisions.

Ms. Sharifi then discussed the school's projected ADA of 2,186 for school year 2022-2023, which is an increase compared to the 2021-2022 school year.

Next, Ms. Sharifi reviewed the projected revenue for the school and explained the revenue amounts from LCFF sources, federal funds, and other state revenue, which include lottery funds, and she noted the school is not projecting local revenue.

Ms. Sharifi then reviewed the school's expenditures and discussed the small decrease of salaries and benefits as compared to the 2021-2022 school year. Ms. Sharifi also reviewed the purchasing expenses, which is a decrease in spending compared to the current school. Next, Ms. Sharifi reviewed the operating expenses which increased compared to the current school year with an increase for training, communications and professional services.

Ms. Sharifi informed the board the school is projecting a positive net position and ratio of reserves to expenditures. Ms. Sharifi then recommended the board approve the school budget for the 2022-23 fiscal year.

Board Member Cushing asked about the reduction in classified salaries. Ms. Manley informed the board they are looking into bringing in more certificated support instead of classified support.

Board Member Jacobsen asked why the amounts for books had gone down. Ms. Manley informed the board that more was spent on books last year during the pandemic; therefore, the amount spent on books this year was less than the prior year.

Board President Lawrence discussed the net position of the school. Ms. Sharifi informed the board that the funds are currently held in the bank and Ms. Manley has a plan to bring down the reserve during the next fiscal year. Additionally, she informed the board that the amount listed in the report is the total assets of the school, and 17% was previously approved by the board to remain as cash reserves.

Ernie Villegas made a motion to approve the Budget for the 2022-2023 fiscal year.
Gary Cushing seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

K. The Board will be asked to approve the Budget Overview for Parents and the Local Control Accountability Plan (LCAP) with Comprehensive Support and Improvement Plan for the 2022-2023 school year

Corrine Manley invited questions and suggestions from the board on the Local Control Accountability Plan (LCAP) for the 2022-2023 school year, which was shared during the public hearing. She then recommended the board approve the Budget Overview for Parents and the LCAP with Comprehensive Support and Improvement Plan for the 2022-2023 school year.

Victoria Hancock made a motion to approve the Budget Overview for Parents and the Local Control Accountability Plan (LCAP) with Comprehensive Support and Improvement Plan for the 2022-2023 school year.

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

Roll Call

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

L. The Board will be asked to approve the school's Title I federal addendum for Schoolwide Program for the 2022-2023 fiscal year

Corrine Manley informed the board the school is interested in applying for additional funds through the Every Student Succeeds Act, commonly known as Title I funds. Schools receive the funds based on the number of students who qualify for free and reduced lunch. The exact amount that the school will receive next year will depend on the amount allotted to the state in the next few months.

The Federal Addendum included in your board packet completes the template provided by the California Department of Education, and is the first step in our application process. It describes the capacity in which the school must meet the federal requirements that accompanies the funding. These funds can be used to upgrade programs to support students with the greatest need, including intervention programs, small group instruction, English Learner support, tutoring, counseling, reading and math programs, technology, and parent engagement.

Ms. Manley recommended the board approve the school's application for Title I funds for a schoolwide program, with final decision-making authority delegated to the Area Superintendent and Corporate Officer to submit the Federal Addendum to receive Title I funds for the 2022-2023 fiscal year.

Board Member Cushing asked how many Title I students attend the school. Ms. Manley informed the board that the majority of their students qualify for free or reduced lunch.

Gary Cushing made a motion to approve the school's Title I federal addendum for Schoolwide Program for the 2022-2023 fiscal year.

Ernie Villegas seconded the motion.

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

Roll Call

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

M. The Board will be asked to approve the Consolidated Application process and submission for all reports required for the 2022-2023 school year

Corrine Manley explained the school will be requesting Title I, Part A, federal funds for a Schoolwide Program (SWP). Title I, Part A is a federal categorical program contained in the Consolidated Application (ConApp) and its purpose is to ensure that all children have a fair and equal opportunity to obtain a high-quality education and reach, at a minimum, proficiency on the state content standards and assessments. The intent of this funding is to meet the educational needs of low achieving students enrolled in the highest poverty schools. For each federal program entitlement, LEAs allocate funds for the program as indicated by the program requirements. For the 2022-23 school year, the school is requesting Title 1 Part A, Federal Funds. Ms. Manley recommended the board approve the ConApp process and submission of all reports required for the school for the 2022-23 school year.

Board President Lawrence thanked Ms. Manley.

Victoria Hancock made a motion to approve the Consolidated Application process and submission for all reports required for the 2022-2023 school year.

Marybeth Jacobsen seconded the motion.

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

Roll Call

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

N. The Board will be asked to renew a Revolving Line of Credit (RLOC) from Hanmi Bank for the 2022-2023 school year, as needed, to maintain adequate cash flow pursuant to the RLOC provisions

Guita Sharifi reminded the board of the current Hanmi Bank agreement that provides a line of credit at a lower interest rate compared to other financing mechanisms to support the school's finances only when necessary to maintain adequate cash flow. Ms. Sharifi then explained the school has the opportunity to renew the Revolving Line of Credit (RLOC) with Hanmi Bank for the 2022-2023 school year in the amount of \$2,500,000 with the current interest rate of 4.5%. Ms. Sharifi reminded the board the interest rate is calculated at the greater of (1) the prime rate plus 0.50%, or (2) 3.75%. Ms. Sharifi then recommended the board approve the Hanmi Bank RLOC.

Board President Lawrence thanked Ms. Sharifi.

Ernie Villegas made a motion to renew a Revolving Line of Credit (RLOC) from Hanmi Bank for the 2022-2023 school year, as needed, to maintain adequate cash flow pursuant to the RLOC provisions.

Gary Cushing seconded the motion.

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

Roll Call

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

O. The Board will be asked to approve obtaining a loan from LLAC during the 2022-2023 fiscal year, as needed to maintain adequate cash flow, pursuant to promissory note provisions with applicable interest

Guita Sharifi explained to the board that the Lifelong Learning Administration Corp. (LLAC), the school's vendor for administrative and educational services, offers a short-term borrowing option to support the school when necessary for a maximum limit of \$1,250,000 at an interest rate of four percent (4%). Ms. Sharifi explained the amount is a maximum and the school may utilize it entirely, or not at all. Ms. Sharifi further emphasized this is an alternative financing option for the school to meet short-term cash flow needs only if needed for the 2022-2023 school year and as the last resort if there is not enough funding available from the Hanmi Bank RLOC to maintain adequate cash flow pursuant to a promissory note with interest rate. Ms. Sharifi then recommended the board approve the LLAC promissory note.

Board President Lawrence asked if the school needed to borrow the funds. Ms. Sharifi informed the board that the school has not needed to borrow any funds but they want to ensure the option is available should the school need it.

Gary Cushing made a motion to approve obtaining a loan from LLAC during the 2022-2023 fiscal year, as needed to maintain adequate cash flow, pursuant to promissory note provisions with applicable interest.

Marybeth Jacobsen seconded the motion.

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

Roll Call

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

P. The Board will be asked to approve entering into a Memorandum of Understanding with the Simi Valley Unified School District to provide instruction to students

Corrine Manley informed the board that Simi Valley Unified School District (SVUSD) requested an update to the MOU that the VRCHS governing board previously approved on May 18, 2022. Ms. Manley explained that SVUSD requested the deletion of paragraph 4(b) in the MOU, as it is not applicable to this partnership because Vista Real hires the SVUSD staff directly. Ms. Manley then recommended the board approve the MOU.

Board Member Jacobsen informed the board that she reviewed the MOU and has brought some additional concerns to Mr. Thompson's attention. She assured the board she is okay with approving the MOU as it is today, but has requested additional review by legal counsel to be done for future MOUs. Mr. Thompson informed the board he will be discussing Ms. Jacobsen's concerns with outside counsel and encouraged all board members to reach out to him should they have additional questions or concerns.

Victoria Hancock made a motion to approve entering into a Memorandum of Understanding with the Simi Valley Unified School District to provide instruction to students.

Marybeth Jacobsen seconded the motion.

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

Roll Call

Marybeth Jacobsen Aye

Victoria Hancock Aye

Gary Cushing Aye

Ernie Villegas Aye

Randell Lawrence Aye

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

A. Observations and Comments

Board President Lawrence thanked everyone for their participation. He expressed his appreciation for the staff and all they have done.

Board Member Cushing informed the board he met with Gary Garcia and they are working on starting a program to assist students with obtaining jobs with local businesses.

Board Member Jacobsen thanked the staff for putting together thorough packets for the meeting.

Board Member Villegas informed the board that he would be inviting members of the local chamber of commerce and local political offices to the open house. He also plans on attending the upcoming graduation.

VIII. Closing Items

A. Next Regular Board Meeting Date: July 20, 2022, 4:00pm

B. Adjourn Meeting

Victoria Hancock made a motion to adjourn the meeting.

Ernie Villegas seconded the motion.

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

Roll Call

Randell Lawrence Aye

Gary Cushing Aye

Victoria Hancock Aye

Ernie Villegas Aye

Marybeth Jacobsen Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:36 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.