

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

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 Apr 17, 2023 at 4:00 PM.

B. Roll Call and Establishment of Quorum

Board President Lawrence introduced Vanessa Mendoza, who performed a roll call of the learning center locations that joined the meeting via a two-way teleconference line.

C. Pledge of Allegiance

Board Member Marybeth led the pledge of allegiance.

D. Staff Introductions

Corrine Manley, CEO and Area Superintendent
Jeri Vincent, Corporate Officer
Jeff Martineau, V.P. of Charter Relations
Josephine Nguyen, State and Federal Program's Coordinator
Bill Thompson, Legal Counsel
Guita Sharifi, CFO, LLAC
Michelle Lopez, Legal Counsel, LLAC
Tres Simi, VP of Facilities, LLAC

E. Approve Agenda for the April 17, 2023, Regular Public Meeting of the Board of Directors

Gary Cushing made a motion to approve Agenda for the April 17, 2023, Regular Public Meeting of the Board of Directors.

Victoria Hancock seconded the motion.

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

Roll Call

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

Roll Call

Victoria Hancock Aye

F. Approve Minutes of the March 6, 2023, Regular Public Meeting of the Board of Directors

Marybeth Jacobsen made a motion to approve the minutes from Regular Board Meeting on 03-06-23.

Ernie Villegas seconded the motion.

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

Roll Call

Gary Cushing Aye

Marybeth Jacobsen Aye

Randell Lawrence Aye

Victoria Hancock Aye

Ernie Villegas Aye

G. Approve Minutes of the March 27, 2023, Regular Public Meeting of the Board of Directors

Victoria Hancock made a motion to approve the minutes from Regular Board Meeting on 03-27-23.

Ernie Villegas seconded the motion.

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

Roll Call

Randell Lawrence Aye

Victoria Hancock Aye

Gary Cushing Aye

Ernie Villegas Aye

Marybeth Jacobsen Aye

II. Consent Agenda

A. Consent Agenda Items

1. The Board will be asked to approve the revised Employee Handbook
2. The Board will be asked to approve the revised COVID-19 Plan for Resuming In-Person Instruction, an addendum to the school's Health and Safety Plan

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 items.

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

Gary Cushing 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

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. The time allotted per presentation will not exceed three (3) minutes, unless 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 recent California Charter School Association (CCSA) conference held in Sacramento and the various seminars and meetings attended by the school leaders. Ms. Manley then updated the board on the school's state testing for ELPAC, CAASPP and CAST, as well as student fieldtrips to Moorpark College Teaching Zoo, the Reagan Library Auschwitz Exhibit, SB Airport Careers in Aviation and the upcoming service learning "Heal the Bay" field trip. Board President Lawrence thanked Ms. Manley for her update.

B. 2022–2023 Eligibility for Comprehensive Support and Improvement (CSI) School Assistance Under the Federal Every Student Succeeds Act

Corrine Manley greeted the board and explained the federal Every Student Succeeds Act (ESSA) requires the California Department of Education (CDE) to determine school eligibility for Comprehensive Support and Improvement (CSI). Last year the California State School Board of Education was denied a waiver from the federal Department of Education to use the 1-year cohort graduation rate for its DASS schools as the primary measure for school improvement eligibility. The federal requirement is a 4–5-year cohort

graduation rate, averaged over three years, that is below 68%, regardless of Title I funding status. With this change, the school is now eligible for CSI – Low Graduation Rate.

Ms. Manley then explained the CSI plan is currently under development and will be embedded into the 2023-2024 LCAP to be presented to the board at the May board meeting. The CSI plan will include evidence-based strategies to support students and will be developed with input from educational partners. The CSI plan will be based on a school-level needs assessment and identify resource inequities.

Board Member Cushing asked for additional information regarding the requirements of the CSI Plan. Ms. Manley informed the board they will need to provide an additional report and include additional stakeholder input.

C. LCAP Goals and Metrics

Josephine Nguyen greeted the board and directed them to the LCAP goals and metrics located in their board packet. Ms. Nguyen reviewed the yearlong process to develop and finalize the LCAP goals and metrics and the engagement of school staff, parents, students, and community partners to provide feedback on the LCAP.

Ms. Nguyen then reviewed each of the school's four goals and discussed a few highlights and areas of improvement.

- Goal 1: Increase academic progress
- Goal 2: Students will gain skills for college and career readiness
- Goal 3: Increase student retention rate
- Goal 4: Increase educational partner engagement

Ms. Nguyen concluded her report and asked the board if they had any questions. Board Member Villegas commented on the ups and downs of student retention throughout the year.

Board President Lawrence thanked Ms. Nguyen for her presentation.

D. School Survey Report

Josephine Nguyen directed the board to the school survey report located in their board packet. Ms. Nguyen reported that as a requirement for the school's LCAP, the school conducted a survey and collected input and feedback from students, parents and staff. Ms. Nguyen explained the three survey sections and shared a few highlights.

- Student survey areas included: school climate, connectedness and engagement, social-emotional self-awareness, self-regulation, social awareness, relationship skills, decision making, future goals/college career, and civic engagement.
- Staff survey areas included: School Climate, Culture & Vision/Mission, Academic Instruction, & Social Emotional Learning (SEL), Communication & Engagement, Leadership Perception, and Professional Development and Partnerships.

- Parent/guardian survey areas included: Safety & Connectedness, Time & Interaction, Communication & Engagement, Building Relationships, Building Relationships for Student Outcome, and Seeking Input for Decision Making.

Board Member Cushing commented on the various categories in the graphs and the confusion the labels may cause. Ms. Nguyen agreed with Mr. Cushing's concern and shared a summary of the results in an alternative format.

Board Member Jacobsen asked if the survey questions were provided to the school or created by the school. Ms. Nguyen informed the board that the school was provided with the questions. Ms. Manley additionally informed the board that they are able to request changes for next year, including clarifying the categories/labels.

Board Member Jacobsen commented on and discussed the importance of social-emotional learning. Ms. Manley discussed the process of referring students to additional services, if necessary, and the staff's ability to quickly identify students who may need additional support because of their one-on-one model and smaller counselor-student ratios.

Board President Lawrence requested additional information regarding student participation. Ms. Nguyen reviewed the section with the board and provided clarification on the results.

Board Member Jacobsen then asked for a summary comparing the results of this year to last year. Mr. Nguyen informed the board that the biggest difference she found was the decline in student decision making. Otherwise, the results were very similar.

Board President Lawrence thanked Ms. Nguyen for her report.

E. Facilities Update

Corrine Manley introduced Tres Simi, who informed the board that the school's purchase agreement offer for the real property located at 725 S. Victoria Avenue, Ventura, CA 93003 has been accepted by the seller. Mr. Simi then discussed the purchase price, timelines, and the upcoming steps regarding the design. Mr. Simi additionally discussed and updated the board on the net-zero fee. Lastly, Mr. Simi updated the board on the Oxnard property and thanked Board Member Cushing for his support.

Board President Lawrence thanked Mr. Simi for his update.

F. Finance Update

Guita Sharifi directed the board to the financial update report for the Hanmi Bank Rotating Line of Credit (RLOC) and LLAC promissory note updates as of March 31, 2023. Ms. Sharifi reviewed the Hanmi RLOC current interest rate of 8.50%, which represents an increase from the previous RLOC of 8.25%, the expiration date, the current RLOC

withdrawal amount, and the RLOC covenants ratios. Ms. Sharifi then reviewed the LLAC promissory loan balance, cumulative borrowing, available balance, and current interest rate of 4%.

Board President Lawrence thanked Ms. Sharifi for her update.

G. Legislative Update

Bill Thompson provided an update to the board of directors on proposed legislation and the ongoing efforts of the LLAC External Affairs division.

Board Member Villegas commented on and discussed the importance of establishing relationships with locally elected officials.

Board President Lawrence thanked Mr. Thompson.

H. 2023-2024 Board Meeting Dates

Board President Lawrence informed the board of the next two upcoming board meeting dates.

V. Action Items

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

Board President Lawrence informed the board the MOU agreement includes the most current indemnification and insurance language as requested by the board.

Corrine Manley then directed the board to the MOU agreement with Conejo Valley Unified School District and explained the approval of the 2023 Student Enrichment and Credit Recovery Program agreement will allow that program to be established as agreed between the District and Vista Real to provide instruction to students. The District and Vista Real will work cooperatively to ensure that the classes offered through the Program meet District and state academic credit requirements, and that all eligible students who enroll and participate in the Program meet state requirements for charter school attendance accounting purposes.

Board President Lawrence asked if there were any major changes from the MOU approved last year. Mr. Thompson informed the board that in addition to the changes requested by the board, the entire document was reviewed and cleaned up.

Ernie Villegas made a motion to approve entering into a Memorandum of Understanding with the Conejo Valley Unified School District to provide instruction to students.

Gary Cushing seconded the motion.

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

Roll Call

Randell Lawrence Aye

Ernie Villegas Aye

Victoria Hancock Aye

Marybeth Jacobsen Aye

Roll Call

Gary Cushing Aye

B. The Board will be asked to approve entering into a Memorandum of Understanding with the Oxnard Union High School District to provide instruction to students

There being no additional comments or questions, Board President Lawrence requested a motion.

Marybeth Jacobsen made a motion to approve entering into a Memorandum of Understanding with the Oxnard Union High School District to provide instruction to students.

Victoria Hancock seconded the motion.

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

Roll Call

Ernie Villegas Aye

Marybeth Jacobsen Aye

Randell Lawrence Aye

Victoria Hancock Aye

Gary Cushing Aye

C. 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

There being no additional comments or questions, Board President Lawrence requested a motion.

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

Victoria Hancock seconded the motion.

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

Roll Call

Ernie Villegas Aye

Marybeth Jacobsen Aye

Randell Lawrence Aye

Gary Cushing Aye

Victoria Hancock Aye

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

There being no additional comments or questions, Board President Lawrence requested a motion.

Marybeth Jacobsen made a motion to approve entering into a Memorandum of Understanding with the Ventura Unified School District to provide instruction to students.

Ernie Villegas seconded the motion.

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

Roll Call

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

E. The Board will be asked to approve the Declaration of Need (DON) forms as a prerequisite to the issuance of an emergency permit and/or limited assignment permit for teachers at the School for the 2023-2024 School Year per California Code of Regulations §80026

Corrine Manley reminded the board of the purpose of the annual Declaration of Need (DON) forms, which ensure the school's eligibility to apply for emergency and/or limited assignment permits for teachers. Ms. Manley explained this will allow qualified individuals to be authorized to serve in their teaching assignment while they are working towards completing the credential requirements for the educator's assignment. Ms. Manley then reviewed the areas of anticipated need for fully qualified educators, limited assignment permits, and efforts to recruit certificated personnel.

Ms. Manley recommended the board approve the DON form for the school for the 2023-2024 school year.

Board Member Jacobsen requested additional information regarding teacher credentials. Ms. Manley provided further details regarding the emergency permits.

Victoria Hancock made a motion to approve the Declaration of Need (DON) forms as a prerequisite to the issuance of an emergency permit and/or limited assignment permit for teachers at the School for the 2023-2024 School Year per California Code of Regulations §80026.

Gary Cushing 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

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

A. Observations and Comments

Board President Lawrence thanked everyone for their presentations.

Board Member Jacobsen thanked Ms. Vincent for the additional information she provided to the board.

Jeri Vincent thanked everyone for their continued support.

VII. Closed Session

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

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

Ernie Villegas made a motion to adjourn open public Board meeting to go into closed session.

Gary Cushing seconded the motion.

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

Roll Call

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

B. Adjourn closed session and reconvene to open public Board meeting

Marybeth Jacobsen made a motion to adjourn closed session and reconvene to open public Board meeting.

Gary Cushing seconded the motion.

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

Roll Call

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

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

Board President Lawrence stated no action was taken in closed session for the PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code section 54957(b)(1).) Title: Area Superintendent

VIII. Closing Items

A. Next Regular Board Meeting Date: May 25, 2023, 4:00pm

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

Gary Cushing Aye

Randell Lawrence Aye

Ernie Villegas Aye

Marybeth Jacobsen 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 5:37 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. Documents are also available for public inspection at the Meeting Location noted on this agenda.