

APPROVED

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

Tuesday May 30, 2023 at 4:00 PM

Location

Meeting Location: 106 North 8th Street, Santa Paula, CA 93060

Or Join Using the Meeting Link:

https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2F%2Fmeetup-join%2F19%3Ameeting_ZDVhOWYwMjAtOGU5Zi00NmMwLWJiINTYtYTU2ZDhkYmVmNmFk%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=55be73bf-f10c-40c1-87ba-d0f5aea9fcbd&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true

Or Call in for audio only:

Conference Line (657) 207-0015 Code: 354 995 558#

MEETING LOGISTICS

The public is encouraged to participate in the meeting in person, or by dialing the conference line or 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 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, 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 Tuesday May 30, 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 Cushing led the pledge of allegiance.

D. Staff Introductions

Corrine Manley, CEO and Area Superintendent
Jeri Vincent, Corporate Secretary
Josephine Nguyen, State and Federal Programs Coordinator
Jonathan Oates, Principal
Jeff Martineau, V.P. of Charter Relations
Bill Thompson, Legal Counsel
Guita Sharifi, CFO, LLAC
Heather Stuve, Director of Special Education

E. Approve Agenda for the May 30, 2023, Regular Public Meeting of the Board of Directors

Victoria Hancock made a motion to approve Agenda for the May 30, 2023, Regular Public Meeting of the Board of Directors.

Gary Cushing seconded the motion.

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

Roll Call

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

Roll Call

Ernie Villegas Aye

F. Approve Minutes of the April 17, 2023, Regular Public Meeting of the Board of Directors

Board President Lawrence informed the board of a typographical error in the minutes. He let the board know the error had been corrected and recommended the board approve the corrected minutes.

Marybeth Jacobsen made a motion to approve the corrected minutes from Regular Board Meeting on 04-17-23.

Ernie Villegas seconded the motion.

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

Roll Call

Ernie Villegas Aye

Gary Cushing Aye

Randell Lawrence Aye

Victoria Hancock Aye

Marybeth Jacobsen Aye

II. Consent Agenda

A. Consent Agenda Items

1. The Board will be asked to approve the revised Education for Homeless Children and Youth Policy
2. The Board will be asked to accept the Uniform Complaints Report for the 2022-2023 school year: 0 Complaints Received

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.

Board Member Cushing asked for clarification on one item. Hearing no additional comments or requests to discuss an item separately, Board President Lawrence asked for a motion to approve the consent agenda items.

Ernie Villegas made a motion to approve the consent agenda items.

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 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. 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 welcomed the board and informed the board she met with Senator Limon's representatives. Ms. Manley then reminded the board of the upcoming June 9 graduation ceremony being held at the Ventura College Sportsplex at 4:00pm.

Ms. Manley then provided an update on the following topics: Senior Barbeque, planning for the school year 2023-2024, and professional development week. Additionally, Ms. Manley reviewed learning periods 9 and 10 academic data and highlighted the school's core credit completion, utilization, enrollment, and graduation. Lastly, Ms. Manley discussed the process of reviewing and improving processes and procedures.

Board Member Cushing asked what enrollment was prior to COVID. Ms. Manley discussed the enrollment numbers, as well as the importance of credit completion. She additionally discussed the work staff is doing to increase focus on student growth in credit completion and individual progress in each student's education.

B. Facilities Update

Corrine Manley provided the board with an update on the current progress of the property located at 725 S. Victoria Avenue, Ventura, CA 93003. Specifically, she provided an update on the COP timing and lay out.

Board President Lawrence thanked Ms. Manley for the update.

C. 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 April 30, 2023. Ms. Sharifi reviewed the Hanmi RLOC current interest rate of 8.75%, which represents an increase from the previous RLOC of 8.50%, 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 the update.

D. 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 2022-23 school year, the math placement for 9th graders fell into three categories:

- 61% of 9th grade math students placed in remedial math courses
- 37% of 9th grade math students placed in Algebra 1 (grade level course)
- 2% of 9th grade math students placed in Geometry or Algebra II (above grade level course)

Ms. Manley then reported the school is pleased to report that all 9th grade students progressed in their mathematics course and none were held back. Ms. Manley informed the board the school staff will continue to evaluate this data and report to the board next year pursuant to the Board’s policy.

Board Member Jacobsen asked for additional information regarding student progress.

Ms. Manley explained the process of students moving through the necessary credits.

E. LCFF Local Indicators Report

Josephine Nguyen informed the board that all schools in California must measure and report on key local indicators, which are based on five of the LCFF state priorities. Ms. Nguyen then reviewed the following indicators met by the school:

- **Priority 1** – Focuses on ensuring that all students are assigned to appropriately credentialed teachers, that all students have access to their own instructional materials, and attend safe, clean and **functional school facilities**. Vista Real had 0 teachers misassignments and all facilities are in good condition.

- **Priority 2** – Ensuring progress is made in implementing state academic standards. The school rated the performance of each subject matter and the school’s overall score was a 3.84.
- **Priority 3** – Parent Engagement: **Based on parent feedback**, Parent engagement continues to be an area of focus and the school is seeking new ways to authentically engage the parent educational partners.
- **Priority 6** – School Climate: The state mandates the school survey students about their sense of safety and connectedness. The survey confirmed the students feel safe and connected to the school.
- **Priority 7** – Measures the school’s progress in ensuring that all students have access to a broad course of study. School data confirms, all student groups including EL, LI, H&FY, and SWD have 100% access to a broad course of study. This includes a wide range of English, math, history, science, CTE, world language, and other elective courses.

Ms. Nguyen then asked the board for any comments on the LCFF Local Indicators Report.

Board Member Villegas asked for additional information regarding CTE enrollment. Ms. Nguyen discussed the CTE program and how the data was collected.

Board Member Jacobsen asked staff to provide additional updates about the CTE program at future meetings.

Board President Lawrence thanked Ms. Nguyen for her report.

F. Annual IRS Form 990, Return of Organization Exempt From Income Tax and the California return for 2021, as filed

Guita Sharifi informed the board that the corporation's annual 990 federal tax return and the California return for 2021, which was provided to each board member, was filed on time.

Board President Lawrence thanked Ms. Sharifi for her update.

G. Legislative Update

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

Board President Lawrence thanked Mr. Thompson for his update.

H. CDE Notification of 2022 Annual Determination Pursuant to the Individuals with Disabilities Education Act and Selection for 2023 Special Education Monitoring Activities

Heather Stuve explained that the California Department of Education (CDE) is required to make an annual determination on the performance and compliance data of each local educational agency (LEA) through the Performance Indicator Review process. Ms. Stuve

then explained the CDE reviews LEA compliance, disproportionality, and performance data related to the implementation of IDEA requirements. As a result, every LEA receives one of four possible annual determinations, as follows: Meets Requirements, Needs Assistance, Needs Intervention, or Needs Substantial Intervention. Ms. Stuve informed the board the school received a Needs Assistance in meeting the requirements of IDEA, Part B, for the 2021-2022 school year. Vista Real will be monitored by the CDE in the 2023 Monitoring Year. Ms. Stuve then discussed how the school will be monitoring and addressing these areas.

Finally, Ms. Stuve asked the board if they had any questions. Board President Lawrence thanked Ms. Stuve for her report.

I. 2023-2024 Board Meeting Dates

Board President Lawrence directed the board to the draft 2023-2024 regular board meeting calendar located in their board packet and requested the board to review the meeting dates, times, and meeting locations.

Board Member Jacobsen asked when the summer MOUs usually come in. Ms. Manley informed the board they usually present them to the board in May.

V. Action Items

A. The Board will be asked to approve Victoria Hancock to serve on the Board of Directors for the term July 1, 2023 through June 30, 2024

Board President Lawrence recommended that the Board of Directors take action to reappoint Victoria Hancock as a member of the Vista Real Public Charter, Inc. Board of Directors for the term of July 1, 2023 through June 30, 2024.

Ernie Villegas made a motion to approve Victoria Hancock to serve on the Board of Directors for the term July 1, 2023 through June 30, 2024.

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 Abstain

Gary Cushing Aye

B. The Board will be asked to approve Ernest "Ernie" Villegas to serve on the Board of Directors for the term July 1, 2023 through June 30, 2024

Board President Lawrence recommended that the Board of Directors take action to reappoint Ernest "Ernie" Villegas as a member of the Vista Real Public Charter, Inc. Board of Directors for the term of July 1, 2023 through June 30, 2024.

Gary Cushing made a motion to approve Ernest “Ernie” Villegas to serve on the Board of Directors for the term July 1, 2023 through June 30, 2024.

Victoria Hancock seconded the motion.

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

Roll Call

Marybeth Jacobsen Aye

Ernie Villegas Abstain

Gary Cushing Aye

Randell Lawrence Aye

Victoria Hancock Aye

C. The Board will be asked to approve Marybeth Jacobsen to serve on the Board of Directors for the term July 1, 2023 through June 30, 2024

Board President Lawrence recommended that the Board of Directors take action to reappoint Marybeth Jacobsen as a member of the Vista Real Public Charter, Inc. Board of Directors for the term of July 1, 2023 through June 30, 2024.

Ernie Villegas made a motion to approve Marybeth Jacobsen to serve on the Board of Directors for the term July 1, 2023 through June 30, 2024.

Victoria Hancock seconded the motion.

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

Roll Call

Randell Lawrence Aye

Ernie Villegas Aye

Gary Cushing Aye

Marybeth Jacobsen Abstain

Victoria Hancock Aye

D. The Board will be asked to approve Gary Cushing to serve on the Board of Directors for the term July 1, 2023 through June 30, 2024

Board President Lawrence recommended that the Board of Directors take action to reappoint Gary Cushing as a member of the Vista Real Public Charter, Inc. Board of Directors for the term of July 1, 2023 through June 30, 2024.

Marybeth Jacobsen made a motion to approve Gary Cushing to serve on the Board of Directors for the term July 1, 2023 through June 30, 2024.

Ernie Villegas seconded the motion.

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

Roll Call

Marybeth Jacobsen Aye

Victoria Hancock Aye

Ernie Villegas Aye

Randell Lawrence 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, 2023 through June 30, 2024

Board Secretary Hancock recommended that the Board of Directors take action to reappoint Randell Lawrence as a member of the Vista Real Public Charter, Inc. Board of Directors for the term of July 1, 2023 through June 30, 2024.

Gary Cushing made a motion to approve Randell Lawrence to serve on the Board of Directors for the term July 1, 2023 through June 30, 2024.

Marybeth Jacobsen seconded the motion.

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

Roll Call

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

F. The Board will be asked to reauthorize 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 reauthorize 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

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

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

Board Member Jacobsen asked if there is a policy for this authorization. Ms. Manley informed the board there is a policy and assured the board this is closely monitored.

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

Marybeth Jacobsen made a motion to re-authorize the officers of the corporation to award discretionary incentives to employees at various sundry times.

Ernie Villegas 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

H. The Board will be asked to approve the revised Charter School Accounting Manual

Guita Sharifi directed the board to the summary page overview of the recommended changes to the Charter School Accounting Manual included in the board packet, and reviewed the following recommended revisions:

- Page 80: Adding passports for students as a covered expenditure.
- Pages 82 & 83: Establishing the Provision of Used Chromebooks to Graduating Seniors for \$1.00.
- Page 113: Adding the schools Capitalization Threshold.

Ms. Sharifi then recommended the board approve the revised Charter School Accounting Manual.

Board Member Villegas commented on the changes and agreed they are good for the students.

Victoria Hancock made a motion to approve the revised Charter School Accounting Manual.

Gary Cushing seconded the motion.

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

Roll Call

Victoria Hancock Aye

Ernie Villegas Aye

Marybeth Jacobsen Aye

Gary Cushing Aye

Randell Lawrence Aye

I. The Board will be asked to approve the Local Control Funding Formula (LCFF) for school year 2023-2024, 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 the school's English Learners, foster youth and 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 2023-2024 school year, including the total supplemental and concentration funding. Ms. Sharifi recommended the board approve the LCFF for school year 2023-2024.

Board President Lawrence thanked Ms. Sharifi and requested a motion.

Ernie Villegas made a motion to approve the Local Control Funding Formula (LCFF) for school year 2023-2024, 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

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

J. 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 by the school for the 2023-2024 school year. Ms. Sharifi recommended the board take action to approve the EPA spending determinations.

Board President Lawrence thanked Ms. Sharifi and requested a motion.

Victoria Hancock made a motion to approve the Education Protection Account (EPA) spending determinations.

Ernie Villegas seconded the motion.

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

Roll Call

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

K. The Board will be asked to approve the Budget for the 2023-2024 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, including a COLA of 8.22% to the LCFF funding rate compared to the prior year. Ms. Sharifi further explained the May revision includes additional funding for Proposition 28 for Arts and Music Education funding and additional funds to close the opportunity gap through the equity multiplier that would be available through the LCFF funding. However, since there is no detail or clarity on how these additional funds and grants will be dispersed or the impact to the funding rate, these funding amounts are not included in the school's original budget and will be added in future revisions. In addition, the May revision also impacted the current year end projections as it proposed a funding reduction of the Arts, Music and Instructional materials block grant (AMIM) and the Learning Recovery Emergency (LRE) Block grant in 22-23 to cover part of the cost of COLA for 23-24. This reduction is included in current budget report.

Ms. Sharifi then discussed the school's projected ADA of 2,194 for the school year 2023-2024, which is an increase compared to the 2022-2023 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 increase of salaries and benefits and a reduction in purchase spending as compared to the 2022-2023 school year. Ms. Sharifi also reviewed the operating expenses an increase of 5% compared to the current year due to an increase in professional services, facilities and communications spending.

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 2023-2024 fiscal year.

Board Member Cushing asked why the budget for books had decreased. Ms. Manley informed the board they purchased a significant amount of books last year using one-time funding and this year they are spending the typical amount.

Board Member Jacobsen asked why the budget had increased for Certificated Salaries. Ms. Manley explained to the board there had been an increase in benefits and they are also trying to keep staff paid at a competitive rate.

Board Member Jacobsen then asked for additional information regarding the status of the school's reserves. Ms. Manley assured the board the school is in a good position and the reserves continue to remain above the required minimum amount.

Board Member Villegas asked about teacher retention. Ms. Manley discussed with the board the benefits provided to their teachers and the differences from a traditional school.

Board President Lawrence thanked Ms. Sharifi and requested a motion.

Gary Cushing made a motion to approve the Budget for the 2023-2024 fiscal year.

Marybeth Jacobsen 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

L. 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 2023-2024 school year

Corrine Manley invited questions and suggestions from the board on the Local Control Accountability Plan (LCAP) for the 2023-2024 school year, which was shared during the public hearing on May 25. She then recommended the board approve the Budget Overview for Parents and the LCAP with Comprehensive Support and Improvement Plan for the 2023-2024 school year.

Board President Lawrence thanked Ms. Manley and requested a motion.

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 2023-2024 school year.

Ernie Villegas seconded the motion.

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

Roll Call

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

M. The Board will be asked to approve the school's LCAP federal addendum, updated for comprehensive support and improvement status for the 2023-2024 school year

Corrine Manley explained the school receives additional funds through the Every Student Succeeds Act, commonly known as Title I funds. The LCAP Federal Addendum Template must be completed and submitted to the California Department of Education (CDE) to apply for ESSA funding. Due to the federal government changing the DASS accountability from a one-year graduation rate to a four-year grad rate, the school now qualifies for Comprehensive Support and Improvement (CSI). Ms. Manley explained the federal

addendum addresses the school's CSI plan incorporated within the LCAP and also reviews how the school will support students and utilize funds for intensive tutoring, technology, professional development for our staff, and other support services as needed.

Board President Lawrence thanked Ms. Manley and requested a motion.

Marybeth Jacobsen made a motion to approve the school's LCAP federal addendum, updated for comprehensive support and improvement status for the 2023-2024 school year.

Gary Cushing 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

N. The Board will be asked to approve the Consolidated Application process and submission for all reports required for the 2023-2024 school year

Corrine Manley explained the school will be requesting Title I, Part A, federal funds with is a federal categorical program contained in the Consolidated Application (ConApp) and documents participation in these programs and provides assurances that the school will comply with the legal requirements of each program. 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, local educational agencies allocate funds for the program as indicated by the program requirements. For the 2023-2024 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 2023-2024 school year.

Board President Lawrence thanked Ms. Manley and requested a motion.

Ernie Villegas made a motion to approve the Consolidated Application process and submission for all reports required for the 2023-2024 school year.

Victoria Hancock seconded the motion.

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

Roll Call

Randell Lawrence Aye

Gary Cushing Aye

Marybeth Jacobsen Aye

Ernie Villegas Aye

Victoria Hancock Aye

O.

The Board will be asked to renew a Revolving Line of Credit (RLOC) from Hanmi Bank for the 2023-2024 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 2023-2024 school year in the amount of \$2,500,000 with the current interest rate of 8.75%. 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 and requested a motion.

Gary Cushing made a motion to renew a Revolving Line of Credit (RLOC) from Hanmi Bank for the 2023-2024 school year, as needed, to maintain adequate cash flow pursuant to the RLOC provisions.

Marybeth Jacobsen seconded the motion.

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

Roll Call

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

P. The Board will be asked to approve obtaining a loan from LLAC during the 2023-2024 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 six percent (6%) and the note includes the lender's option to adjust the rate once during the fiscal year based on market rate changes.. 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 2023-2024 school year. Ms. Sharifi then recommended the board approve the LLAC promissory note.

Board Member Cushing asked if they should anticipate state deferrals. Ms. Sharifi informed the board they currently do not know if this will be an issue.

Board President Lawrence thanked Ms. Sharifi and requested a motion.

Ernie Villegas made a motion to approve obtaining a loan from LLAC during the 2023-2024 fiscal year, as needed to maintain adequate cash flow, pursuant to promissory note provisions with applicable interest.

Gary Cushing seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

Q. The Board will be asked to approve the updated signers for all bank accounts

Board President Lawrence recommended the board add Shellie Hanes and re-confirm Corrine Manely, Jeri Vincent, and Jeff Martineau as the school's authorized bank account signers.

Victoria Hancock made a motion to approve the updated signers for all bank accounts.

Marybeth Jacobsen seconded the motion.

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

Roll Call

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

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

A. Observations and Comments

Board President Lawrence thanked Ms. Manley for her hard work and for her presentations.

Jeri Vincent praised Ms. Manley, Mr. Oates, and the staff.

Board Member Villegas commented on the organization and diligence of the school. He offered his continued support to Ms. Manley and the school.

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

Marybeth Jacobsen made a motion to adjourn open public Board meeting to go into closed session.

Ernie Villegas 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

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

Gary Cushing made a motion to adjourn closed session and reconvene to open public Board meeting.

Victoria Hancock seconded the motion.

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

Roll Call

Marybeth Jacobsen Aye
Randell Lawrence Aye
Ernie Villegas Aye
Victoria Hancock Aye
Gary Cushing 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: September 5, 2023, 4:00pm

B. Adjourn Meeting

Gary Cushing made a motion to adjourn the meeting.

Ernie Villegas seconded the motion.

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

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:59 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.