

**APPROVED**

# Vista Real Charter High School

## Minutes

### Regular Board Meeting

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

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#### Date and Time

Monday October 23, 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\\_ZTYwNzZkNjMtYWZmNC00YzJhLTg3ZDktNWRhOGE0NTA0NjI3%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=cdd8b4bc-e006-4ac7-b62a-8306cf346027&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true](https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2F%2Fmeetup-join%2F19%3Ameeting_ZTYwNzZkNjMtYWZmNC00YzJhLTg3ZDktNWRhOGE0NTA0NjI3%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=cdd8b4bc-e006-4ac7-b62a-8306cf346027&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true)

#### Or Call in for audio only:

Conference Line (657) 207-0015 Code: 745 446 807#

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#### 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.

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#### Directors Present

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Ernie Villegas, Gary Cushing, Marybeth Jacobsen

**Directors Absent**

Randell Lawrence, Victoria Hancock

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**I. Opening Items**

**A. Call the Meeting to Order**

Board Member Villegas read aloud the notices regarding meeting logistics and accommodations.

Ernie Villegas called a meeting of the board of directors of Vista Real Charter High School to order on Monday Oct 23, 2023 at 4:00 PM.

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

Board Member Villegas 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  
Darin Bower, COO  
Shellie Hanes, Superintendent  
Jonathan Oates, Co-Principal  
Cece Dullam, Co-Principal  
Jeff Martineau, V.P. of Charter Relations  
Bill Thompson, Legal Counsel  
Guita Sharifi, CFO, LLAC  
Michelle Lopez, Legal Counsel, LLAC

**E. Approve Agenda for the October 23, 2023, Regular Public Meeting of the Board of Directors**

Gary Cushing made a motion to approve Agenda for the October 23, 2023, Regular Public Meeting of the Board of Directors.  
Marybeth Jacobsen seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

Ernie Villegas      Aye

**Roll Call**

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

**F. Approve Minutes of the September 5, 2023, Regular Public Meeting of the Board of Directors**

Gary Cushing made a motion to approve the minutes from Regular Board Meeting on 09-05-23.

Marybeth Jacobsen seconded the motion.

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

**Roll Call**

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

**II. Consent Agenda**

**A. Consent Agenda Items**

1. The Board will be asked to approve the disposal of discontinued/obsolete technology equipment.

Board Member Villegas announced the consent agenda item and asked if any member would like to discuss any of the agenda. Hearing none, Board Member Villegas asked for a motion to approve the consent agenda item.

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**

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

**III. Public Comment**

**A. Public Comment**

Board Member Villegas 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 Member Villegas 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. Legislative Update**

On behalf of Bob Morales, Bill Thompson provided updates to the board of directors on the current status of the legislature and the ongoing efforts of the LLAC External Affairs division.

Bill Thompson then informed the board the film La Lucha won additional awards and the family members and students in the film were able to attend the movie premiere in Los Angeles.

Board Member Jacobsen asked if the movie will be made available to stream. Ms. Manley informed the board they are in the process of making it available to the public.

Darin Bower shared his experience at the movie premiere held at LA Live.

Board Member Villegas shared with the board about his recent participation in the League of Cities and suggested inviting members to visit the school in the future.

##### **B. Area Superintendent Update**

Corrine Manley greeted the board and provided an update on the school's enrollment, student demographics, graduation rate, utilization, and credit completion for LP3.

Ms. Manley then introduced Learning Center Coordinator, Stacey Roth. Ms. Roth shared with the board updates on the career technical education program, including new partnerships.

Ms. Manley thanked Ms. Roth and then informed the board they will be attending a CTE conference later in the year. She then discussed recent student tours of Southern California colleges and the Bayer Agriculture Plant. Lastly, Ms. Manley updated the board on upcoming events, the H.O.P.E. program at the Oxnard learning center, and reminded the board of the live school calendar link highlighting the school's upcoming events.

Board Member Jacobsen asked what is included in the "special ed" category. Ms. Manley informed the board it includes any student with an IEP.

Board Member Cushing and Ms. Manley discussed the school's credit completion goals.

Board Member Villegas suggested inviting the board to tour the various Pathways once they are all set up.

### **C. Facilities Update**

Corrine Manley provided the following update regarding the property purchased at 725 S. Victoria Avenue, Ventura, CA 93003 for the relocation of the Ventura learning center:

- The architect has resubmitted the plans to the City showing the requested changes and the ADA ramp.
- The cost of the ADA ramp is estimated at \$220,000.
- Vista Real prefers to get an easement from the property to the north and both the Seller's agent and Board Member Cushing are reaching out to individual owners in hopes of getting some support.
- We have adequately responded to the comments from the first round with the City and hope to get the hearing date for the CUP in the next 30 days.

Board Member Cushing informed the board the current planner has quit from the company they are using. He discussed his concerns, including any additional expenses, and the struggles and plans going forward.

### **D. Finance Update**

Guita Sharifi directed the board to the Hanmi Bank Revolving Line of Credit (RLOC) financial update included in the board packet and reviewed the school's credit amount including the current interest rate of 9.0%, unchanged 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 September 30, 2023.

Board Member Villegas thanked Ms. Sharifi for her update.

### **E. Updated 2023-2024 Board Meeting Calendar**

Board Member Villegas directed the board to the revised 2023-2024 regular board meeting calendar located in their board packet and reviewed the location and dates.

Shellie Hanes asked for clarification on the "back to back" meetings. Ms. Manley informed Ms. Hanes they are required to hold separate meetings for the LCAP presentation and the vote.

## **V. Action Items**

### **A. The Board will be asked to approve the position of Superintendent**

Board Member Villegas asked for a motion to approve the Superintendent position.  
Gary Cushing made a motion to approve the position of Superintendent.  
Marybeth Jacobsen seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

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

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

**A. Observations and Comments**

Jeri Vincent expressed her appreciation for Mr. Cushing's assistance with the permit process and his communication with the City of Ventura.

Board Member Jacobsen shared her appreciation for the board summit and discussed the positive impact it had on her as a board member.

Shellie Hanes praised the many CTE programs and the board discussed the importance of offering a variety of CTE courses.

**VII. Closed Session**

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

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

Gary Cushing made a motion to adjourn open public Board meeting to go into closed session.

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

**Roll Call**

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

Marybeth Jacobsen seconded the motion.

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

**Roll Call**

Victoria Hancock Absent

Ernie Villegas Aye

Gary Cushing Aye

Randell Lawrence Absent

Marybeth Jacobsen Aye

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

Board Member Villegas stated no action was taken in closed session for:

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Government Code section 54957(b)(1).)

Title: Area Superintendent

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Government Code section 54957(b)(1).)

Title: Superintendent

**VIII. Closing Items**

**A. Next Regular Board Meeting Date: November 29, 2023, 4:00pm**

**B. Adjourn Meeting**

Gary Cushing made a motion to adjourn the meeting.

Marybeth Jacobsen seconded the motion.

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

**Roll Call**

Marybeth Jacobsen Aye

Gary Cushing Aye

Victoria Hancock Absent

Ernie Villegas Aye

Randell Lawrence Absent

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,

Ernie Villegas

**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](mailto:publiccomments@vrchs.org). Documents are also available for public inspection at the Meeting Location noted on this agenda.