

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

Wednesday May 28, 2025 at 3:00 PM

Location

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

Satellite Location: 1407 East Los Angeles Ave., Ste. L, Simi Valley, CA 93065

Microsoft Teams

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Meeting ID: 271 042 729 511

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Phone conference ID: 996 193 009#

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 (remote), Victoria Hancock

Directors Absent

Randell Lawrence

I. Opening Items

A. Call the Meeting to Order

Board Secretary Hancock read aloud the notices regarding meeting logistics and accommodations.

Victoria Hancock called a meeting of the board of directors of Vista Real Charter High School to order on Wednesday May 28, 2025 at 3:00 PM.

B. Roll Call and Establishment of Quorum

Board Secretary Hancock performed a board member roll call, and a quorum was established.

Board Secretary Hancock then introduced Jillian Rojas, 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

Shellie Hanes, Superintendent

Darin Bower, COO

Jon Oats, Principal

Cece Dullam, Principal

Bill Thompson, Legal Counsel

Guita Sharifi, CFO, LLAC

Tres Simi, Senior V.P. of Facilities and Operations

Josephine Nguyen, Federal and State Programs Coordinator

E. Approve Agenda for the May 28, 2025, Regular Public Meeting of the Board of Directors

Gary Cushing made a motion to approve Agenda for the May 28, 2025, Regular Public Meeting of the Board of Directors.

Ernie Villegas seconded the motion.

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

Roll Call

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

F. Approve Minutes of the April 23, 2025, Regular Public Meeting of the Board of Directors

Ernie Villegas made a motion to approve the minutes from Regular Board Meeting on 04-23-25.

Marybeth Jacobsen seconded the motion.

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

Roll Call

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

II. Consent Agenda

A. Consent Agenda Items

Board Secretary Hancock announced the following consent agenda items:

1. The Board will be asked to accept the Uniform Complaints Report for the 2024-2025 school year: 0 Complaints Received.
2. The Board will be asked to approve the revised School Safety Plan.

Board Secretary Hancock then asked if any member would like to discuss any of the agenda items for action separately. Hearing none, Ms. Hancock asked for a motion to approve the consent agenda items.

Gary Cushing made a motion to approve the Consent Agenda Items.

Ernie Villegas seconded the motion.

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

Roll Call

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

III. Public Comment

A. Public Comment

Board Secretary Hancock 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 Secretary Hancock 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. 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 8.0%, which is lower than 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.

Ms. Sharifi also provided the board with an update on the school's line of credit with LLAC, including the current interest rate of 6% and the current balance.

Board Secretary Hancock thanked Ms. Sharifi for her update.

B. Area Superintendent Update

Corrine Manley greeted the board and discussed the school's learning period 10 data, including Average Daily Attendance (ADA), enrollment, overall credit completion, core credit completion, and the one-year graduation cohort.

Ms. Manley then announced that the planning is underway for Vista Real's 20th Anniversary celebration, which will include a week of special events during the first week of October.

Board Secretary Hancock thanked Ms. Manley for her update.

C. Facilities Update

Tres Simi provided the board with an update on the 276 County Square Drive property formerly known as 725 S. Victoria Avenue. Mr. Simi updated the board on the status of the

general contractor bids and recommended the architect attend the next board meeting to discuss the bids and answer any questions the board may have. He then discussed the HVAC system and the need to decide between installing a ramp or a lift. Lastly, Mr. Simi updated the board on the status of the repairs being done at the Oxnard center.

The board discussed the logistics of installing and using a lift instead of a ramp. The Board requested a special board meeting to be scheduled to allow time for the architect to present the bids to the board for discussion and consideration for approval.

Board Secretary Hancock thanked Mr. Simi for his presentation.

D. Report on Mathematics Placement Results

Corrine Manley reminded the board that the California Mathematics Placement Act of 2015 required the board to adopt “a fair, objective, and transparent mathematics placement policy.” The policy addresses students entering ninth grade and includes multiple academic measures, an early-year placement checkpoint, annual data review to prevent bias, an appeals process, and public posting on each school’s website.

Ms. Manley then reviewed the 2024-2025 school year math placement categories for 9th graders:

- 4.53% of 9th grade math students placed in remedial math courses
- 93.1% of 9th grade math students placed in Algebra 1 (grade level course)
- 4.53% of 9th grade math students placed in Geometry or Algebra II (above grade level course)

Lastly, Ms. Manley then reported all 9th grade students who took math progressed in their courses, and none were held back.

Board Secretary Hancock thanked Ms. Manley.

E. LCFF Local Indicators Report

Josephine Nguyen informed the board that all schools in California are required to measure and report their performance on 5 local indicators, which are based on the LCFF state priorities. The school uses the California Department of Education’s self-reflection tool to determine if the performance standard was met or not met.

Ms. Nguyen then provided a presentation on the following state priorities:

- Priority 1: Appropriately assigned teachers, access to curriculum-aligned instructional materials, and safe, clean, and functional school facilities – MET
- Priority 2: Implementation of State Academic Standards – MET
- Priority 3: Parent Engagement – MET
- Priority 6: School Climate – MET

- Priority 7: Access to a Broad Course of Study - MET

Ms. Nguyen then asked the board if they had any questions or comments.

Board Secretary Hancock thanked Ms. Nguyen.

F. Annual IRS Form 990, Return of Organization Exempt From Income Tax and the California return for 2023, as filed

Guita Sharifi informed the board that the corporation's annual 990 federal tax return and the California return for 2023, which was provided to each board member, was filed timely.

G. 2025-2026 Board Meeting Dates

Board Secretary Hancock directed the board to the draft 2025-2026 regular board meeting calendar located in their board packet and requested the board to review the meeting dates and times.

V. Action Items

A. The Board will be asked to approve the 2025-2026 Budget Overview for Parents (BOP) and Local Control and Accountability Plan (LCAP) for the 2025-2026 school year

Corrine Manley recommended the board approve 2025-2026 Budget Overview for Parents (BOP) and the Local Control and Accountability Plan (LCAP) for the 2025-2026 school year that was shared during the Public Hearing.

Gary Cushing made a motion to approve the 2025-2026 Budget Overview for Parents (BOP) and Local Control and Accountability Plan (LCAP) for the 2025-2026 school year. Ernie Villegas seconded the motion.

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

Roll Call

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

B. The Board will be asked to approve Victoria Hancock to serve on the Board of Directors for the term July 1, 2025 through June 30, 2026

Board Member Villegas 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, 2025 through June 30, 2026.

Gary Cushing made a motion to approve Victoria Hancock to serve on the Board of Directors for the term July 1, 2025 through June 30, 2026.

Marybeth Jacobsen seconded the motion.

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

Roll Call

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

C. The Board will be asked to approve Ernest “Ernie” Villegas to serve on the Board of Directors for the term July 1, 2025 through June 30, 2026

Board Secretary Hancock recommended that the Board of Directors take action to reappoint Ernest Villegas as a member of the Vista Real Public Charter, Inc. Board of Directors for the term of July 1, 2025 through June 30, 2026.

Gary Cushing made a motion to approve Ernest “Ernie” Villegas to serve on the Board of Directors for the term July 1, 2025 through June 30, 2026.

Marybeth Jacobsen seconded the motion.

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

Roll Call

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

D. The Board will be asked to approve Marybeth Jacobsen to serve on the Board of Directors for the term July 1, 2025 through June 30, 2026

Board Secretary Hancock 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, 2025 through June 30, 2026.

Ernie Villegas made a motion to approve Marybeth Jacobsen to serve on the Board of Directors for the term July 1, 2025 through June 30, 2026.

Victoria Hancock seconded the motion.

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

Roll Call

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

E. The Board will be asked to approve Gary Cushing to serve on the Board of Directors for the term July 1, 2025 through June 30, 2026

Board Secretary Hancock 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, 2025 through June 30, 2026.

Victoria Hancock made a motion to approve Gary Cushing to serve on the Board of Directors for the term July 1, 2025 through June 30, 2026.

Marybeth Jacobsen seconded the motion.

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

Roll Call

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

F. The Board will be asked to approve Randell Lawrence to serve on the Board of Directors for the term July 1, 2025 through June 30, 2026

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, 2025 through June 30, 2026.

Gary Cushing made a motion to approve Randell Lawrence to serve on the Board of Directors for the term July 1, 2025 through June 30, 2026.

Ernie Villegas seconded the motion.

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

Roll Call

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

G. 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

Corrine Manley directed the board to the MOU with Oxnard Union High School District located in their board package. Ms. Manley reminded the board that the school has established a very successful partnership with Oxnard Union High School District and, with the 2025 Student Enrichment and Credit Recovery Program agreement, the program will continue to provide opportunities for students. The district and the school 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 Member Cushing asked about the changes made to the agreement. Board Member Jacobsen informed Mr. Cushing and the board the insurance matters they have been discussing have been incorporated into this year's agreement.

Board Secretary Hancock thanked Ms. Manley and asked for a motion.

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

Marybeth Jacobsen seconded the motion.

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

Roll Call

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

H. 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 directed the board to the MOU with Simi Valley Unified School District located in their board package. Ms. Manley reminded the board that the school has established a very successful partnership with Simi Valley Unified School District and with the 2025 Student Enrichment and Credit Recovery Program agreement the program will continue to provide opportunities for students. The district and the school 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 Secretary Hancock thanked Ms. Manley and asked for 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.

Marybeth Jacobsen seconded the motion.

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

Roll Call

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

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

Corrine Manley directed the board to the MOU with Ventura Unified School District located in their board package. Ms. Manley reminded the board that the school has established a very successful partnership with Ventura Unified School District and with the 2025 Student Enrichment and Credit Recovery Program agreement the program will continue to provide opportunities for students. The district and the school 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 Secretary Hancock thanked Ms. Manley and asked for a motion.

Victoria Hancock made a motion to approve entering into a Memorandum of Understanding with the Ventura 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

Gary Cushing Aye

Ernie Villegas Aye

Randell Lawrence Absent

Victoria Hancock Aye

J. The Board will be asked to approve the Proposition 28: Arts and Music in Schools Funding Annual Report for fiscal year 2024-25

Josephine Nguyen informed the board as a condition of receipt of the Arts and Music in Schools (AMS) funds, the school annually submits a report for board approval on the details of the type of arts education programs funded by the program, the number of full-time equivalent teachers, classified personnel, and teaching aides, the number of pupils served, and the number of school sites providing arts education programs with those funds. Ms. Nguyen then provided the board with a summary of the AMS annual report included in the board packet and recommended the board approve the annual report for the 2024-2025 school year.

Board Secretary Hancock thanked Ms. Nguyen and asked for a motion.

Ernie Villegas made a motion to approve the Proposition 28: Arts and Music in Schools Funding Annual Report for fiscal year 2024-25.

Gary Cushing seconded the motion.

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

Roll Call

Randell Lawrence Absent

Gary Cushing Aye

Victoria Hancock Aye

Ernie Villegas Aye

Marybeth Jacobsen Aye

K. The Board will be asked to approve revisions to Diploma Path 2 – Special Circumstances for students aged 19 or older who are at risk of not graduating due to extenuating life circumstances, and Diploma Path 3 – Special Programs for protected student populations (state minimum)

Corrine Manley directed the board to the information located in their board packet regarding proposed revisions to diploma paths 2 and 3. She explained the school is requesting approval to revise Diploma Path 2 for students aged 19 or older and who are at risk of

not graduating due to extenuating circumstances. The proposed changes reduce the credit requirements from 170 to 140, which also brings the total closer to the state minimum of 130. It also adds 5 credits for Work Readiness and 5 credits for Computer Literacy to ensure students graduate with essential career-preparation skills. This revision better supports older students facing barriers such as full-time employment, parenting, or relocation, as well as aligning with practices used in adult education programs across California.

Ms. Manley then explained the school is also requesting approval to revise Diploma Path 3. Path 3 eligibility will be limited to students identified under Assembly Bill protections, such as foster, homeless, adjudicated, or migrant students. Additionally, WIOA eligibility will be removed from this path to ensure those students are instead being served through the revised Diploma Path 2, which includes added workforce preparation components.

Pending approval, these revisions will go into effect on July 1, 2025.

Board Secretary Hancock thanked Ms. Manley and asked for a motion.

Gary Cushing made a motion to approve revisions to Diploma Path 2 – Special Circumstances for students aged 19 or older who are at risk of not graduating due to extenuating life circumstances, and Diploma Path 3 – Special Programs for protected student populations (state minimum).

Ernie Villegas seconded the motion.

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

Roll Call

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

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

Corrine Manley requested a motion to reauthorize the Corporate Officers to award discretionary incentives to employees at various sundry times.

The board and staff discussed staff expectations. Ms. Manley informed the board they work closely with HR and legal throughout the process.

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

Marybeth Jacobsen seconded the motion.

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

Roll Call

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

Roll Call

Victoria Hancock Aye

- M. 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 Secretary Hancock requested 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.

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.

Gary Cushing seconded the motion.

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

Roll Call

Gary Cushing Aye

Randell Lawrence Absent

Victoria Hancock Aye

Ernie Villegas Aye

Marybeth Jacobsen Aye

- N. 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. She then reviewed the proposed changes and recommended the board approve the revised Accounting Manual.

Board Secretary Hancock thanked Ms. Sharifi and asked for a motion.

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

Gary Cushing Aye

Victoria Hancock Aye

Marybeth Jacobsen Aye

Ernie Villegas Aye

Randell Lawrence Absent

- O.**

The Board will be asked to approve the Local Control Funding Formula (LCFF) for school year 2025-2026, 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 reviewed the total LCFF revenue estimated to be received for the 2025-2026 school year, including the total supplemental and concentration funding. She then recommended the board approve the LCFF for the school year 2025-2026.

Board Secretary Hancock thanked Ms. Sharifi and asked for a motion.

Ernie Villegas made a motion to approve the Local Control Funding Formula (LCFF) for school year 2025-2026, which drives the primary source of funding for the charter school.

Victoria Hancock seconded the motion.

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

Roll Call

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

P. 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 then discussed the total estimated EPA revenue to be received by the school for the 2025-2026 school year and recommended the board approve the EPA spending determinations.

Board Secretary Hancock thanked Ms. Sharifi and asked for a motion.

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

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

Q. The Board will be asked to approve the Budget for the 2025-2026 fiscal year

Guita Sharifi informed the board the school's budget is based on funding information from the Governor's May Revision to the state 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 explained the May Revision to the State Budget estimates a shortfall of \$12B, however the Education Budget remains relatively unchanged compared to January's proposal. The State is funding a COLA of 2.3% (compared to 2.43% in January) for LCFF sources and other programs, including State Special Ed and Mandated Block Grant. The budget is also allocating \$1.7B in one-time Discretionary Block Grants (compared to \$1.8B in January) for professional development, teacher recruitment /retention, CTE and dual enrollment programs, which will provide funding of approximately \$312/ADA. The Budget also includes a deferral of \$1.8B that will delay about 30% to 50% of June 2026 LCFF payment until July 2026.

Ms. Sharifi then discussed the school's projected ADA of 2,188 for the school year 2025-2026, which is the same compared to the 2024-2025 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, including lottery funds. She noted the school is not projecting local revenue.

Ms. Sharifi then reviewed the school's expenditures and discussed the salaries, benefits, and purchasing as compared to the 2024-2025 school year. Ms. Sharifi also reviewed the operating expenses, which remain at similar levels compared to the current school year.

Ms. Sharifi informed the board the school is projecting a positive net position and ratio of reserves to expenditures. She then recommended the board approve the school budget for the 2025-2026 fiscal year.

The board and staff discussed Title I funding and the reasons behind opting out of the funding.

Board Secretary Hancock thanked Ms. Sharifi and asked for a motion.

Ernie Villegas made a motion to Budget for the 2025-2026 fiscal year.

Gary Cushing seconded the motion.

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

Roll Call

Marybeth Jacobsen Aye

Gary Cushing Aye

Randell Lawrence Absent

Victoria Hancock Aye

Roll Call

Ernie Villegas Aye

R. The Board will be asked to approve the Consolidated Application process and submission for all reports required for the 2025-2026 school year

Corrine Manley greeted the board and reminded the board that the California Department of Education (CDE) uses the Consolidated Application, or ConApp, to distribute categorical funds from various federal programs to schools throughout California. Annually, each local educational agency submits the spring release of the ConApp to document participation in certain categorical programs and provide assurances to comply with the legal requirements of each program. Ms. Manley informed the board that, after careful consideration, the school has decided to no longer accept Title I funds. This decision allows the school to maintain the resources, flexibility, and autonomy necessary to best serve its students. Ms. Manley then thanked the board and asked if there were any questions.

Board Secretary Hancock thanked Ms. Manley and asked for a motion.

Victoria Hancock made a motion to approve the Consolidated Application process and submission for all reports required for the 2025-2026 school year.

Marybeth Jacobsen seconded the motion.

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

Roll Call

Victoria Hancock Aye

Gary Cushing Aye

Randell Lawrence Absent

Marybeth Jacobsen Aye

Ernie Villegas Aye

S. The Board will be requested to renew the Revolving Line of Credit (RLOC) with Hanmi Bank for the 2025-2026 school year, as necessary, to ensure sufficient cash flow in accordance with the RLOC terms and applicable interest rates

Guita Sharifi reminded the board of the current Hanmi Bank agreement, which provides a line of credit at a lower interest rate and financial support to the school only when necessary to maintain adequate cash flow. Ms. Sharifi then explained that the school has the opportunity to renew the Revolving Line of Credit (RLOC) with Hanmi Bank for the 2025-2026 school year in the amount of \$2.5M, at the current interest rate of 8.00%. Ms. Sharifi reminded the board that the interest rate is calculated at the greater of: (1) the prime rate plus 0.50%, or (2) 3.75%. Currently the higher of the two options is the prime rate of 7.5% plus 0.5%, setting the rate at 8%. Ms. Sharifi then recommended the board approve the Hanmi Bank RLOC.

Board Secretary Hancock thanked Ms. Sharifi and asked for a motion.

Ernie Villegas made a motion to renew the Revolving Line of Credit (RLOC) with Hanmi Bank for the 2025-2026 school year, as necessary, to ensure sufficient cash flow in accordance with the RLOC terms and applicable interest rates.

Gary Cushing seconded the motion.

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

Roll Call

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

T. The Board will be requested to approve securing a revolving loan from Lifelong Learning Administration Corporation (LLAC) for the 2025-2026 school year, as necessary, to ensure sufficient cash flow, in accordance with the promissory note terms and applicable interest rates

Guita Sharifi explained to the board that 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. The note provides a maximum borrowing limit of \$1M, with an interest rate of 6%, and includes an option for the lender 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 and only if needed for the 2025-2026 school year. Ms. Sharifi then recommended the board approve the LLAC promissory note.

Board Secretary Hancock thanked Ms. Sharifi and asked for a motion.

Marybeth Jacobsen made a motion to approve securing a revolving loan from Lifelong Learning Administration Corporation (LLAC) for the 2025-2026 school year, as necessary, to ensure sufficient cash flow, in accordance with the promissory note terms and applicable interest rates.

Gary Cushing seconded the motion.

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

Roll Call

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

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

Board Secretary Hancock recommended the board reconfirm Corrine Manley, Jeri Vincent, Shellie Hanes, and Jeff Martineau as the school's authorized bank account signers.

Ernie Villegas made a motion to approve the signers for all bank accounts.

Gary Cushing seconded the motion.

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

Roll Call

Marybeth Jacobsen Aye

Roll Call

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

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

A. Observations and Comments

There were no additional comments.

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: Superintendent

Gary Cushing 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

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

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

Ernie Villegas 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

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

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

Board Secretary Hancock stated no action was taken in closed session for:

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

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

Title: Superintendent

VIII. Closing Items

A. Next Regular Board Meeting Date: September 2, 2025, 3:00pm

The board discussed dates for a special board meeting to further discuss the Victoria Avenue property.

B. Adjourn Meeting

Ernie Villegas made a motion to adjourn the meeting.

Victoria Hancock seconded the motion.

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

Roll Call

Gary Cushing Aye

Ernie Villegas Aye

Victoria Hancock Aye

Marybeth Jacobsen 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 4:24 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.