

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

Monday March 2, 2026 at 1:00 PM

Location

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

Microsoft Teams

[Join the meeting now](#)

Meeting ID: 251 432 494 369 6

Passcode: Wh68HT2k

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Phone conference ID: 930 628 321#

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, 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 Mar 2, 2026 at 1:00 PM.

B. Roll Call and Establishment of Quorum

Board President Lawrence performed a board member roll call, and a quorum was established.

Board President Lawrence 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 Secretary Hancock led the pledge of allegiance.

D. Staff Introductions

Corrine Manley, CEO and Area Superintendent

Shellie Hanes, Superintendent

Bill Thompson, Legal Counsel

Guita Sharifi, CFO, LLAC

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

Josephine Nguyen, State and Federal Programs Coordinator

E. Approve Agenda for the March 2, 2026, Regular Public Meeting of the Board of Directors

Gary Cushing made a motion to approve Agenda for the March 2, 2026, Regular Public Meeting of the Board of Directors.

Victoria Hancock seconded the motion.

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

Roll Call

Randell Lawrence Aye

Victoria Hancock Aye

Gary Cushing Aye

Ernie Villegas Aye

F.

Approve Minutes of the December 8, 2025, Regular Public Meeting of the Board of Directors

Victoria Hancock made a motion to approve the minutes from Regular Board Meeting on 12-08-25.

Ernie Villegas seconded the motion.

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

Roll Call

Randell Lawrence Aye

Ernie Villegas Aye

Gary Cushing Aye

Victoria Hancock Aye

II. Consent Agenda

A. Consent Agenda Items

Board President Lawrence announced the following consent agenda items:

1. The 2026-2027 School Calendar
2. The School Accountability Report Card
3. The Student AI Use, Ethics, and Security Policy
4. The revised Uniform Complaint Policy and Procedures

President Lawrence then asked if any member would like to discuss any of the agenda items for action separately. Hearing none, Mr. 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

Ernie Villegas Aye

Randell Lawrence 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. 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 7.5%, 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.

Lastly, Ms. Sharifi provided the board with an update on the governor's 26/27 budget and any potential impact on the school's budget.

Board President Lawrence thanked Ms. Sharifi for her update.

B. Area Superintendent Update

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

The board discussed the significant improvement in credit completion.

Board President Lawrence thanked Ms. Manley for her update.

C. Facilities Update

Tres Simi provided the board with an update on the County Square Drive property. He shared pictures of the construction process and current status. He discussed outstanding matters, including the ramp and school sign.

He then updated the board on the repairs being done at the Oxnard site.

The board members thanked Mr. Simi for his update.

D. California Dashboard Report

Josephine Nguyen explained that the California School Dashboard is one part of California's comprehensive accountability system for schools, districts, and county offices of education that reports performance, highlighting achievements, programs, and areas for improvement. Each area reflects the priorities of California's Local Control Funding Formula (LCFF) and the metrics required by the federal Every Student Succeeds Act (ESSA).

Ms. Nguyen then then provided a detailed summary of the school's academic performance included in the Dashboard report.

Board Member Cushing commented on the increase in credit completion.

Board President Lawrence thanked Ms. Nguyen for her presentation.

There was a board discussion about ELA courses.

E. Graduation Date

Board President Lawrence directed the board to the graduation invitation in their board packet and announced the upcoming graduation date, time, and location.

V. Action Items

A. The Board will be asked to approve the Second Interim Report and the Revised Budget for the 2025-2026 school year

Guita Sharifi directed the board to the Second Interim Report and revised budget for the 2025-2026 school year and explained that the purpose of the report is to provide a financial overview of the school after the first 7 months of operations, from July 1, 2025 through January 31, 2026 actuals, and projected budget to June 2026 year-end. The report categories include the original budget, revised budget, actuals to date, projected year-end totals, projected year-end reserves, and ADA.

Ms. Sharifi then reviewed the ADA, expenditures, revenue, and projected reserves, and highlighted the following areas:

- The school budgeted a P2 ADA of 2,188, and the school is currently projecting a funding P2 ADA of 2,079.
- The school is projecting total revenue of \$40.7M, which is lower than the school's original budget.
- LCFF projected revenue is \$36.1M, showing a decrease compared to the original budget.
- Federal Revenue is \$184K, coming from Federal Special Education and remains at the same level as the original budget.
- Other State revenue shows an increase from \$3.2M to \$3.9M, coming from a combination of factors, including an increase in the Arts and Music funding, the

addition of the Learning Recovery Block Grant funding, as well as the Student Support and Professional Development Discretionary Block Grant funding.

- Other local revenue shows a projection of \$165K, coming primarily from interest, vendor credits, and E-rate refunds.
- Projected total expenditures of \$40.2M, which is a decrease of \$1M compared to the original budget. This decrease comes from a reduction in spending on salaries and benefits.

Lastly, Ms. Sharifi reviewed the school's ending fund balance and restricted reserves. She then asked the board for their input and questions.

Board President Lawrence thanked Ms. Sharifi for her report. Hearing no further questions or comments, Mr. Lawrence asked for a motion.

Victoria Hancock made a motion to approve the Second Interim Report and the Revised Budget for the 2025-2026 school year.

Gary Cushing seconded the motion.

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

Roll Call

Randell Lawrence Aye

Victoria Hancock Aye

Ernie Villegas Aye

Gary Cushing Aye

B. The Board will be asked to approve using the auditing firm Wilkinson, Hadley & King & Co., LLP for the 2025-2026 audit

Guita Sharifi directed the board to the proposal presented by Wilkinson Hadley King & Co. to prepare the school's June 30, 2026 annual audit. Ms. Sharifi reminded the board that the Wilkinson Hadley King & Co. CPA firm is on the state's approved auditor list and is a very reputable company. She then reviewed their fee and recommended the board approve the engagement letter with Wilkinson Hadley King & Co.

Board President Lawrence thanked Ms. Sharifi and asked for a motion.

Gary Cushing made a motion to approve using the auditing firm Wilkinson, Hadley & King & Co., LLP for the 2025-2026 audit.

Ernie Villegas seconded the motion.

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

Roll Call

Ernie Villegas Aye

Randell Lawrence Aye

Victoria Hancock Aye

Gary Cushing Aye

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

A. Observations and Comments

Board President Lawrence thanked the staff for their reports.

Board Member Villegas commented on the school's credit completion.

Bill Thompson reminded the board to complete their Form 700s.

Board Member Cushing discussed a new rescue center opening up and suggested staff reach out to learn about opportunities for a potential partnership.

VII. Closed Session

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

1. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
(Government Code section 54956.9(d)(2).): (1 matter)

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Government Code section 54957(b)(1).)

Title: Superintendent

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

Victoria Hancock seconded the motion.

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

Roll Call

Victoria Hancock Aye

Gary Cushing Aye

Ernie Villegas Aye

Randell Lawrence 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.

Victoria Hancock seconded the motion.

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

Roll Call

Victoria Hancock Aye

Randell Lawrence Aye

Ernie Villegas 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:

1. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

(Government Code section 54956.9(d)(2).): (1 matter)

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

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

Title: Superintendent

VIII. Closing Items

A. Next Regular Board Meeting Date: April 20, 2026, 1:00pm

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

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 2:14 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.