

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 April 20, 2026 at 1:00 PM

Location

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

Microsoft Teams

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Phone conference ID: 469 339 572#

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 Apr 20, 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 Member Villegas 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

Bill Thompson, Legal Counsel

Guita Sharifi, CFO, LLAC

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

Heather Stuve, Sr. Director of Special Programs

Josephine Nguyen, State and Federal Programs Coordinator

E. Approve Agenda for the April 20, 2026, Regular Public Meeting of the Board of Directors

Gary Cushing made a motion to approve Agenda for the April 20, 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

Ernie Villegas Aye

Gary Cushing Aye

Victoria Hancock Aye

F. Approve Minutes of the March 2, 2026, Regular Public Meeting of the Board of Directors

Ernie Villegas made a motion to approve the minutes from Regular Board Meeting on 03-02-26.

Victoria Hancock seconded the motion.

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

Roll Call

Gary Cushing Aye

Victoria Hancock Aye

Ernie Villegas Aye

Randell Lawrence Aye

II. Consent Agenda

A. Consent Agenda Items

Board President Lawrence announced the following consent agenda items:

1. The Board will be asked to approve the 2026-2027 Employee Handbook
2. The Board will be asked to approve the 2026-2027 Parent-Student Handbook

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.

Victoria Hancock made a motion to approve the consent agenda items.

Gary Cushing seconded the motion.

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

Roll Call

Ernie Villegas Aye

Victoria Hancock Aye

Gary Cushing Aye

Randell Lawrence 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 7.25%, 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 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. She then shared upcoming events, including state testing and graduation.

Board Member Villegas commented on enrollment.

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, including current status from the general contractor. Mr. Simi then shared pictures of the construction site and provided an update on the school signs and ramp.

Next, Mr. Simi provided the board with an update on the construction at the Oxnard site, including permit changes.

Board President Lawrence thanked Mr. Simi for his update.

D. Local Control and Accountability Plan Goals and Metrics

Josephine Nguyen greeted the board and directed them to the LCAP goals and metrics located in their board packet. Ms. Nguyen reviewed the steps involved in developing and

finalizing the LCAP goals and metrics, including the engagement of school staff, parents, students, and community partners.

Ms. Nguyen then reviewed the school's LCAP goals, shared a few highlights, and discussed areas needing improvement.

- Goal 1: Increase Academic Progress: NWEA reading scores and credit completion have increased. Grad rate is 91%. Focusing on NWEA math and reading scores through processes such as differentiate assistance.
- Goal 2: Students will gain skills for College and Career-Readiness: CTE course completion rate increased, as well as math and ELA indicators. Focusing on increasing CAASPP and A-G completion.
- Goal 3: Increase Student Retention: Attendance rate has increased. Focusing on student retention and engagement.
- Goal 4: Increase Educational Partner Engagement: Feelings of safety and connectedness are high for students, parents, and staff. Focusing on deepening parent participation.

Ms. Nguyen thanked the board and asked if there were any questions or comments. Board President Lawrence thanked Ms. Nguyen for her presentation.

E. School Survey Report

Josephine Nguyen directed the board to the school survey report located in their board packet. Ms. Nguyen then discussed the three different sections of the survey and highlighted the results.

- Student Survey – 1,088 students participated. Survey results reviewed included physical and emotional safety at school.
- Parent/Guardian Survey - 195 parents participated. Survey results reviewed included parent participation and student process.
- Staff Survey - 162 staff members participated. Survey results reviewed included connectedness and positive environment. It was noted that almost 34% of staff have been with the school for over 10 years.

Ms. Nguyen explained the survey data is used when developing the LCAP for the next school year. She then asked the board if they had any questions or comments.

Board President Lawrence thanked Ms. Nguyen for her report.

F. CDE Notification of 2024-2025 Annual Determination Pursuant to the Individuals with Disabilities Education Act and Selection for 2025-2026 Special Education Monitoring Activities

Heather Stuve greeted the board and directed them to the letter located in their board packet. She explained that in support of the implementation of IDEA, the California Department of Education (CDE) sends each school an annual determination letter indicating the school's status related to special education compliance.

Ms. Stuve then informed the board that the monitoring level assigned to the school for 2026 is: Level 3, Compliance Only. Staff will continue to participate in webinars and workshops designed to support the development and implementation of the CIM process.

Board President Lawrence thanked Ms. Stuve.

G. Current Vendor List

Corrine Manley directed the board to the current vendor list located in their board packet. She reminded the board this information is provided bi-annually and includes information about all vendors used between July 1, 2025, and December 31, 2025. Ms. Manley then requested the board to review the list for any potential conflicts of interest and to reach out to her or legal counsel with any questions or concerns.

Board President Lawrence thanked Ms. Manley.

H. 2026-2027 Draft Board Meeting Dates

Board President Lawrence directed the board to the draft 2026-2027 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 Charter School's renewal application and re-certification for Dashboard Alternative School Status

Corrine Manley informed the Governing Board that the California Department of Education's (CDE) Dashboard Alternative School Status (DASS) division recently updated its guidance. The update indicates that the renewal application process for existing application-based DASS schools for the 2026–27 accountability year and the 2027 Dashboard is anticipated to open later this year. LEAs and schools are advised to continue monitoring the CDE DASS web page for the most current information, updates, and application timelines.

In light of this update, it was recommended that no action be taken at this time. Staff will continue to closely monitor the CDE DASS web page for official recertification procedures and timelines. Once additional information becomes available, this item will be brought back to the Governing Board for review and recommended action.

B. 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

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

Board President Lawrence 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

Victoria Hancock Aye

Randell Lawrence Aye

Gary Cushing Aye

Ernie Villegas Aye

C. The Board will be asked to approve the Declaration of Need (DON) forms as a prerequisite to the issuance of an emergency permit and/or limited assignment permit for teachers at the School for the 2026-2027 School Year per California Code of Regulations §80026

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

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

Ernie Villegas made a motion to approve the Declaration of Need (DON) forms as a prerequisite to the issuance of an emergency permit and/or limited assignment permit for teachers at the School for the 2026-2027 School Year per California Code of Regulations §80026.

Gary Cushing seconded the motion.

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

Roll Call

Gary Cushing Aye

Ernie Villegas Aye

Victoria Hancock Aye

Randell Lawrence Aye

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

A. Observations and Comments

Board President Lawrence thanked staff for their presentations.

Board Member Villegas discussed a new potential board member and suggested arranging a date for this person to visit the school and to meet the board and staff.

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

Victoria Hancock made a motion to adjourn open public Board meeting to go into closed session.

Gary Cushing seconded the motion.

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

Roll Call

Gary Cushing Aye

Randell Lawrence Aye

Ernie Villegas Aye

Victoria Hancock 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: June 1, 2026, 1:00pm followed by June 2, 2026, 1:00pm

B. Adjourn Meeting

Gary Cushing made a motion to adjourn the meeting.

Victoria Hancock seconded the motion.

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

Roll Call

Randell Lawrence Aye

Ernie Villegas Aye

Gary Cushing Aye

Victoria Hancock Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:58 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.