

APPROVED

Crescent View West Public Charter

Minutes

Operated by Crescent View West Public Charter, Inc.

A California Non-Profit Public Benefit Corporation

Date and Time

Thursday April 29, 2021 at 5:00 PM

Location

Conference Line: (661) 249-6805 Code:525676

MEETING LOGISTICS

On March 17, 2020, Governor Newsom issued Executive Order N-29-20 related to the COVID-19 pandemic. The Executive Order allows state bodies covered by the Brown Act to hold public meetings via teleconferencing. The public is encouraged to participate in the meeting telephonically by dialing the conference line listed above and may submit written comments for prior consideration to the board members. Comments can be submitted to vmendoza@cvwest.org. Public comment on the day of the meeting can also be given 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

Arthur Renney (remote), Carol Stanford (remote), Gary Renner (remote), Victoria Hancock (remote)

Directors Absent

None

I. Opening Items

A. Call the Meeting to Order

Board President Renney requested Nacrina Cuevas read aloud the notices regarding meeting logistics and accommodations.

Arthur Renney called a meeting of the board of directors of Crescent View West Public Charter to order on Thursday Apr 29, 2021 at 5:00 PM.

B. Record Attendance and Guests

C. Pledge of Allegiance

Board Secretary Renner led the pledge of allegiance.

D. Staff Introductions

Jeff Brown, CEO
Shellie Hanes, Area Superintendent
Nacrina Cuevas, Project Manager
Jeff Martineau, V.P. of Charter Relations
Sarah Luna, Principal
Rafael Aguilar, Regional Director of Federal and State Programs
Bill Thompson, Legal Counsel
Guita Sharifi, CFO, LLAC

E. Approve Agenda for the April 29, 2021, Regular Public Meeting of the Board of Directors

Victoria Hancock made a motion to approve the agenda for the April 29, 2021, Regular Public Meeting of the Board of Directors.
Gary Renner seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Gary Renner Aye
Carol Stanford Absent
Arthur Renney Aye
Victoria Hancock Aye

F. Approve Minutes of the March 11, 2021, Regular Public Meeting of the Board of Directors

Victoria Hancock made a motion to approve the minutes from the March 11, 2021, Regular Public Meeting of the Board of Directors, Operated by Crescent View West Public Charter, Inc. on 03-11-21.
Gary Renner seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Gary Renner Aye
Victoria Hancock Aye
Carol Stanford Absent
Arthur Renney Aye

II. Consent Agenda

A. Consent Agenda Items

Board President Renney announced the consent agenda items and asked if any member would like to discuss any of the agenda items for action separately. Hearing none, Board President Renney asked for a motion to approve the consent agenda.
Gary Renner made a motion to approve the Consent Agenda Items.
Victoria Hancock seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Gary Renner Aye
Carol Stanford Absent
Arthur Renney Aye
Victoria Hancock Aye

III. PUBLIC COMMENT

A. Public Comment

At the request of Board President Renney, Nacrina Cuevas 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. If you would like to participate in public comment, you must have signed in before the commencement of the meeting. Also, our teleconference line is open to members of the public who wish to participate in public comment. The time allotted per presentation will not exceed three (3) minutes, except in the case where a member of the public utilizes a translator, in which case the time allotted will not exceed six (6) minutes. The total time allotted for public comments will not exceed eighteen (18) minutes per agenda item, or ten (10) minutes for non-agenda items. 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 Renney 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. Principal Update

Sarah Luna welcomed the board and announced that 1,691 students are currently enrolled at the school. Ms. Luna reviewed some recent school highlights and activities:

- As of April 12, staff are rotating onsite two days per week
- Staff has completed three of the four Trauma Resilient Educational Communities (TREC) trainings to improve trauma-informed pedagogical practices
- Second administration of NWEA testing is scheduled for the week of May 24
- Academic conferences will be taking place
- Open House will be held in May
- Professional Learning Communities are occurring every other week
- New Hires: Two Math Teachers, one English Teacher and one Tutor
- WASC will take place in September
- CAASPP Participation
 - Over 93% of 11th and 12th graders completed required state testing
 - Illuminate Testing reintroduced in Learning Period 8 for English and Math
 - ELPAC Participation
 - Initial – 100%
 - Summative – 91.58%
 - Schoolwide meeting held on April 28, 2021 to reflect on learnings from 2020 in an effort to continuously improve the program and support services to students
- Graduation is scheduled for June 3 at Wolf Lakes with over 100 graduates this school year

Board President Renney thanked Ms. Luna for her report and for the graduation dates.

B. WIOA Update

Sarah Luna discussed the school's WIOA and Community Partnerships. The school continues to:

- Work in close collaboration with their WIOA partners to ensure students are receiving the best support possible to earn their diploma and setting them up for post-graduate success.
- Increase collaborative efforts and communication through shared google sheet to keep track of referrals.
- Increase graduates over the last two years through improving teamwork between staff and our WIOA partners.

C. WASC Update

Sarah Luna reminded the board the WASC Committee visit is scheduled for September 13-15, 2021. Staff are working in focus groups and preparing the Focus On Learning report to be submitted to the WASC Committee prior to the visit. Ms. Luna will confirm the date and time with the board for their participation during the visit.

Board Member Stanford joined the meeting and apologized for missing the opening votes.

D. Finance Update

Guita Sharifi directed the board to the Hanmi Bank Line of Credit summary document located in their board package. Ms. Sharifi then reviewed with the board the school's rotating line of credit (RLOC) amount, the current RLOC amount withdrawn, the RLOC covenant ratios and the overall purpose of the RLOC for the school.

Ms. Sharifi then informed the board the school will receive additional funding from the Expanded Learning Opportunities Grant, which is funded by the State of California. These funds must be allocated according to specific guidelines and will be included in the budget, which will be presented at the June board meeting. Additionally, Ms. Sharifi informed the board about 50% of the funds are expected to be received in May 2021 and the remaining 50% in August 2021. The school will then have until August 2022 to spend the full amount.

E. LCAP Goals and Metrics

Shellie Hanes explained for school year 2020-2021, the LCAP was put on hold by the state legislature. The Learning Continuity Plan, which the board gave input on and voted for, took its place in order to create a plan that was designed to address the new learning context created by the pandemic. Currently the school stakeholders including staff, parents and students, are examining the school performance data, developing goals and actions that are based on addressing the 8 state priorities.

The state priorities have required metrics that address three main areas: conditions of learning, pupil outcomes, and engagement. Schools are also asked to utilize local metrics that are specific to their programs. Ms. Hanes then explained school staff is requesting the board's input to the proposed school LCAP and that stakeholder and board input will be collected and used in the strategic planning process to refine the LCAP for this school. Ms. Hanes informed the board the State Board of Education has recently updated some new metrics for the LCAP, and then presented to the board the draft goals and metrics for 2021-2024. This year they are presenting four goals. Ms. Hanes reviewed the four goals and the specific changes from the prior goals. Ms. Hanes requested input from the governing board members on the LCAP goals and metrics. Board Member Stanford thanked Ms. Hanes for her report.

Board Secretary Renner praised the new goals.

F. CDE Notification of 2019–20 Annual Determination Pursuant to the Individuals with Disabilities Education Act and Selection for 2020–21 Special Education Monitoring Activities.

Shellie Hanes informed the board that the 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. Given the disruption in education processes due to COVID, much of the data typically used to select LEAs for monitoring activities is unavailable. Due to these circumstances, the CDE will not be making new selections for monitoring activities for the 2020-21 monitoring year. Throughout the school year, the school's Special Education Team will continue to meet in order to implement each strategy/activity, observe and collect data during implementation, and review progress.

Board President Renney thanked Ms. Hanes for giving the report.

G. Area Superintendent Performance Review

Jeff Martineau greeted the board and directed them to the draft Area Superintendent Evaluation tool for their consideration during the 2021-2022 school year. Mr. Martineau explained the draft evaluation tool and rubric has been created in collaboration with the Area Superintendent and is comprised of four Focused Areas of Performance: 1) Governance and Board Relations, 2) Family and Community relations, 3) Business and Finance, and 4) Instructional Leadership. These four areas are essential in driving school improvement and student achievement, setting charter priorities and goals, and developing a positive relationship between the Board and Area Superintendent. The Board was then asked to review the evaluation tool for their input and feedback.

Board President Renney thanked Mr. Martineau for his report and is looking forward to working with him over the next year on this task.

V. Action Items

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

Guita Sharifi directed the board to the summary of additions to the Charter School Accounting Manual included in the board packet. The recommended additions provide a Cash Reserve Plan of available reserves for three target categories: target for unassigned cash reserves, target for economic uncertainties, and target for specific purposes based the school's projects or plans to enhance student education.

Board Secretary Renner asked if these numbers are typical of what other schools are doing?

Ms. Sharifi informed the board that given the deferrals were about 34% of the school's funding, and if the school didn't have the line of credit, it would not survive. After looking at everything, Ms. Sharifi assured the Board this is nothing outside of the ordinary.

Carol Stanford made a motion to approve the revised Charter School Accounting Manual.

Gary Renner seconded the motion.

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

Roll Call

Gary Renner Aye
Arthur Renney Aye
Victoria Hancock Aye
Carol Stanford Aye

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

A. Observations and Comments

Mr. Brown congratulated the speakers for the reports given, especially Ms. Hanes' report. He praised the board for their interest and responses.

VII. Closing Items

A. Next Board Meeting Date: May 19, 2021, 2:30pm.

B. Adjourn Meeting

Gary Renner made a motion to adjourn the meeting.

Victoria Hancock seconded the motion.

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

Roll Call

Gary Renner Aye

Arthur Renney Aye

Carol Stanford 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 5:31 PM.

Respectfully Submitted,

Gary Renner

Accommodations. 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 vmendoza@cvwest.org.