

Crescent View West Public Charter

Minutes

Regular Board Meeting

Operated by Crescent View West Public Charter Inc A California Non-Profit Public Benefit Corporation

Date and Time

Wednesday March 9, 2022 at 5:00 PM

Location

Location

https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2F%2Fmeetup-join%2F19%3Ameeting_YjcyMGUwMGYtYmRiZS00OWI5LThjNWQtOGQwMzU1MDM0ZWVl%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=1644b516-f75f-433b-8c30-271d878c84c9&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true

Or call in for Audio only:

Conference Line: (657) 207-0015 Code: 598 891 268#

MEETING LOGISTICS

This meeting is held in compliance with Assembly Bill 361, which allows flexibility in Brown Act teleconferencing procedures as addressed by the Board under Agenda Item I.E. The public is encouraged to participate in the meeting telephonically by dialing the conference line or by clicking the weblink listed on the posted agenda. The public may submit written comments to the Board by emailing publiccomments@cvwest.org. The public may also provide comments telephonically 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 Wednesday Mar 9, 2022 at 5:00 PM.

B. Roll Call and Establishment of Quorum

C. Pledge of Allegiance

Board Member Stanford led the pledge of allegiance.

D. Staff Introductions

Jeff Brown, CEO

Jeri Vincent, Corporate Secretary

Shellie Hanes, Area Superintendent

Ide Rodriguez-Tarango, Principal

Rafael Aguilar, Director of State and Federal Programs

Jeff Martineau, V.P. of Charter Relations

Nacrina Cuevas, Project Manager

Bill Thompson, Legal Counsel

Guita Sharifi, CFO, LLAC

Michelle Lopez, Legal Counsel, LLAC

E. Adopt Resolution Continuing Board of Directors' Authority to Hold Virtual or Teleconference Meetings Pursuant to Assembly Bill 361

Jeff Martineau discussed Assembly Bill 361, signed by Governor Newsom on September 16, 2021, and explained that the law exempts the board from certain provisions of the Brown Act related to teleconference meetings during states of emergency, as long as the Board makes required findings as detailed in the law. Under AB 361, boards that would like to continue to meet remotely must determine by majority vote whether, as a result of the state of emergency, meeting in person would present imminent risks to the health or safety of attendees. Mr. Martineau directed the board members to the resolution located in their packet and recommended the board approve the Resolution Continuing Board of Directors' Authority to Hold Virtual or Teleconference Meetings Pursuant to Assembly Bill 361.

Carol Stanford made a motion to adopt Resolution Continuing Board of Directors' Authority to Hold Virtual or Teleconference Meetings Pursuant to Assembly Bill 361.

Victoria Hancock seconded the motion.

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

Roll Call

Victoria Hancock Aye

Carol Stanford Aye

Gary Renner Aye

Arthur Renney Aye

F. Approve Agenda for the March 9, 2022, Regular Public Meeting of the Board of Directors

Victoria Hancock made a motion to approve Agenda for the March 9, 2022, Regular Public Meeting of the Board of Directors.

Gary Renner seconded the motion.

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

Roll Call

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

G. Approve Minutes of the January 20, 2022, Regular Public Meeting of the Board of Directors

Carol Stanford made a motion to approve the minutes from Regular Board Meeting on 01-20-22.

Victoria Hancock seconded the motion.

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

Roll Call

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

H. Approve Minutes of the February 9, 2022, Regular Public Meeting of the Board of Directors

Gary Renner made a motion to approve the minutes from Regular Board Meeting on 02-09-22.

Victoria Hancock seconded the motion.

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

Roll Call

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

Carol Stanford made a motion to approve the consent agenda items.

Victoria Hancock seconded the motion.

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

Roll Call

Carol Stanford Aye
Arthur Renney Aye
Victoria Hancock Aye
Gary Renner 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, by dialing the teleconference line or by clicking the weblink listed on the posted agenda. 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. 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

Ide Rodriguez-Tarango greeted the board and provided updates on the following topics:

- 1,662 students are currently enrolled in the school's four learning centers.
- CAASP preparation courses are in progress and the CAASP/CAST testing window opens March 28.
- Parent/Teacher conferences are scheduled for the week of March 14.
- The school received a 6-year WASC accreditation, through June 30, 2028.
- NWEA Spring testing administration has completed with 93% of students tested.
- ELPAC testing is in progress. PE testing is complete.
- 69% graduation rate.
- Counselors were supporting students with their FAFSA applications prior to the March 2 deadline and are continuing to provide students with social and emotional support.

Board Secretary Renner congratulated Ms. Rodriguez-Tarango on the WASC accreditation.

B. WIOA Update

Ide Rodriguez-Tarango informed the board the school continues to work in close collaboration with the school's WIOA partners to ensure students are receiving the support services to earn their diploma and set them up for post-graduate success. Ms. Tarango then updated the board on the school's planning for College and Career Night and a visit from Assemblyman Arambula.

Board President Renney thanked Ms. Rodriguez-Tarango for her reports.

C. Finance Update

Guita Sharifi directed the board to the Hanmi Bank Rotating Line of Credit (RLOC) financial update included in the board packet and reviewed the school's credit amount including the current interest rate expiration date, the current RLOC withdrawal amount, and the RLOC covenants ratios as of January 31, 2022.

Board Secretary Renner asked about the expiration date of the line of credit. Ms. Sharifi informed the board the line of credit was automatically renewed, and if the interest rate changed they would be notified. The interest rate has not changed.

D. Current Vendor List

Shellie Hanes directed the board to the current vendor list, which is a listing of all the school's vendors for the period July – December 2021. Ms. Hanes explained this list includes a brief description of services and includes vendors who provide varying services including legal, facilities, professional development, technology, health care benefits, office supplies, etc. Ms. Hanes then requested the board to review the list for any potential conflict of interest and to reach out to Ms. Hanes or legal counsel for any questions.

Board President Renney thanked Ms. Hanes for the list.

E. 2022-2023 Board Meeting Dates

Board President Renney read aloud the 2022-2023 regular board meeting schedule and directed the board to review the schedule located in their board package.

V. Action Items

A. The Board will be asked to approve the A-G Completion Improvement Grant Plan

Shellie Hanes reminded the board of the A-G Completion Improvement Grant Plan presented during the January 2022 regular board meeting and then discussed the school's specific plan, which incorporated feedback and input received from stakeholders. Ms. Hanes discussed the funding amount just released from the California Department of Education and then recommended the board approve the A-G Completion Improvement Grant Plan.

Board Secretary Renner asked what A-G stands for. Ms. Hanes informed the board that A-G is a list of courses students are required to complete in order to attend a 4-year university.

Board President Renney thanked Ms. Hanes.

Gary Renner made a motion to approve the A-G Completion Improvement Grant Plan. Carol Stanford seconded the motion. The board **VOTED** to approve the motion.

Roll Call

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

B. The Board will be asked to approve the Second Interim Report and the Revised Budget for the 2021-2022 school year

Guita Sharifi directed the board to the Second Interim Report and revised budget for the 2021-22 school year and explained that the purpose of the report is to provide a financial overview of the school with January 2022 actuals and projected June 2022 year-end. The report categories include the original budget, revised budget, actuals to date, projected year-end totals, projected year-end reserves, and Average Daily Attendance (ADA).

Ms. Sharifi then reviewed in detail the school's projected ADA, federal, state, local and other revenue categories, salaries and benefits expenditures, and operating expenditures compared to the original board approved budget and first interim report.

Finally, Ms. Sharifi discussed the school's current reserve compared to the projected year-end reserve and explained the restricted amounts.

Victoria Hancock made a motion to approve the Second Interim Report and the Revised Budget for the 2021-2022 school year.

Carol Stanford seconded the motion.

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

Roll Call

Gary Renner Aye

Victoria Hancock Aye

Carol Stanford Aye

Arthur Renney Aye

C. The Board will be asked to approve using the auditing firm Wilkinson Hadley King & Co. LLP for the 2021-22 school audit

Guita Sharifi directed the board to the proposal presented by Wilkinson Hadley King & Co. to prepare the school's June 30, 2022 annual audit. Ms. Sharifi reminded the board that Wilkinson Hadley King & Co. CPA firm is on the state's approved auditor list and is currently preparing the 2020 Form 990 Federal Return of Organization Exempt from Income Tax. Ms. Sharifi recommended the board approve the engagement letter with Wilkinson Hadley King & Co.

Board Secretary Renner asked if the fee increased from the prior year. Ms. Sharifi informed the board she does not have that information in front of her but she will find out. Board President Renney informed Mr. Renner that it is his understanding that the rate of this firm falls at the lower end of the scale. Ms. Sharifi confirmed.

Carol Stanford made a motion to approve using the auditing firm Wilkinson Hadley King & Co. LLP for the 2021-22 school audit.

Gary Renner seconded the motion.

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

Roll Call

Victoria Hancock Aye

Gary Renner Aye

Carol Stanford Aye

Arthur Renney Aye

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

Guita Sharifi directed the board to the summary page of the changes to the Charter School Accounting Manual included in the board packet. She noted that the recommended revisions were limited to grammatical and formatting corrections throughout the manual, with no content changes made.

Gary Renner made a motion to approve the revised Charter School Accounting Manual.

Carol Stanford seconded the motion.

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

Roll Call

Victoria Hancock Aye

Roll Call

Gary Renner Aye
Carol Stanford Aye
Arthur Renney Aye

VI. Closed Session

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

CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Government Code section 54956.9(d)(1).) Name of Case: OAH Case Number 20220010284.

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

Carol Stanford seconded the motion.

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

Roll Call

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

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

Gary Renner 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

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

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

Board President Renney stated no action was taken in closed session for the CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Government Code section 54956.9(d)(1).) Name of Case: OAH Case Number 20220010284.

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

A. Observations and Comments

Jeff Brown congratulated the principal's report, particularly the parental involvement and the graduation. He congratulated the school on their WASC approval.

Board President Renney shared with the board the passing of Charles Sant'Agata. Board members, officers, and Mr. Thompson shared some kind words about Mr. Sant'Agata, including the amount of time he spent volunteering and setting a good example for his community.

VIII. Closing Items

A. Next Regular Board Meeting Date: April 28, 2022, 5:00pm

B.

Adjourn Meeting

Carol Stanford made a motion to adjourn the meeting.

Gary Renner seconded the motion.

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

Roll Call

Victoria Hancock Aye

Gary Renner Aye

Carol Stanford Aye

Arthur Renney Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:04 PM.

Respectfully Submitted,
Gary Renner

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@cvwest.org.