

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

Thursday April 28, 2022 at 5:00 PM

Location

Location:

https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2F%2Fmeetup-join%2F19%3Ameeting_YmE1NjdmYmYtYzVIYS00MjM3LTg5N2MtZTE3YzBjMWNhYTUx%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=4e569a2f-9bd3-4f4d-842c-c16a69258867&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true

Or call in for Audio only:

Conference Line: (657) 207-0015 Code: 510 608 274#

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 Thursday Apr 28, 2022 at 5:00 PM.

B. Roll Call and Establishment of Quorum

C. Pledge of Allegiance

Board Secretary Renner led the pledge of allegiance.

D. Staff Introductions

Jeri Vincent, Corporate Secretary
Shellie Hanes, Area Superintendent
Ide Rodriguez-Tarango, Principal
Nacrina Cuevas, Project Manager
Jeff Martineau, V.P. of Charter Relations
Bill Thompson, Legal Counsel
Guita Sharifi, CFO, LLAC
Michelle Lopez, Legal Counsel, LLAC
Heather Stuve, Director of Special Education, 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 the 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
Gary Renner Aye
Arthur Renney Aye
Carol Stanford Aye

F. Approve Agenda for the April 28, 2022, Regular Public Meeting of the Board of Directors

Gary Renner made a motion to approve Agenda for the April 28, 2022, Regular Public Meeting of the Board of Directors.

Victoria Hancock seconded the motion.

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

Roll Call

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

G. Approve Minutes of the March 9, 2021, Regular Public Meeting of the Board of Directors

Board Secretary Renner pointed out a typo in the minutes and asked that it be corrected. The board then voted to approve the minutes as corrected.

Victoria Hancock made a motion to approve the minutes from Regular Board Meeting on 03-09-22.

Carol Stanford seconded the motion.

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

Roll Call

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

Carol Stanford seconded the motion.

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

Roll Call

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

- 1,707 students are currently enrolled in the school's four learning centers.
- 92% of 11th grade students have completed the CAASP testing and 100% of 12th grader students have completed the state CAST testing.
- ELPAC testing is in progress.
- 96% of students and their families attended the Parent/Teacher conferences held during the week of March 14.
- Teachers are course planning for the 2022-23 school year.
- The school received a 6-year WASC accreditation, through June 30, 2028.
- The Spring NWEA testing administration has been completed, with 93% of students tested.
- The school's year to date one-year graduation cohort rate is 80%.
- Counselors are focused on student credit completion and providing social/emotional support to students.

B. WIOA Update

Ide Rodriguez-Tarango informed the board the school continues to work in close collaboration with the school's WIOA partners to provide quarterly in-person meetings to students, promoting services for graduates and internship opportunities to students. Ms. Tarango then updated the board on the school's College and Career Night, which is being held this evening.

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

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 of 4%, an increase from the prior RLOC update. Ms. Sharifi then reviewed the expiration date, the current RLOC withdrawal amount, and the RLOC covenants ratios as of March 31, 2022.

Board President Renney thanked Ms. Sharifi for her update.

D. CDE Notification of 2020-21 Annual Determination Pursuant to the Individuals with Disabilities Education Act and Selection for 2022 Special Education Monitoring Activities

Heather Stuve explained that the California Department of Education (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. Ms. Stuve then explained the CDE has introduced the Compliance and Improvement Monitoring (CIM) Process to replace the previous monitoring activities such as the Special Education Plan. Ms. Stuve informed the board the school received a Significantly Disproportionality performance monitoring level for the 2022 school year.

Finally, Ms. Stuve discussed the steps and timeline the school will be taking to address the areas identified by the CDE.

Board President Renney asked for clarification on how the school got into a position of having to do more work. Ms. Stuve explained the process to the board and the struggles the school faces simply due to the nature of the program and those it serves.

Board Secretary Renner asked what happens when the requirements have been met. Ms. Stuve discussed with the board the various steps that can be taken to improve the program, especially for students who may not be represented appropriately.

E. Area Superintendent Performance Review Timeline Update for the 2021-2022 School Year

Jeff Martineau directed the board to the summary page and board-approved 2021-2022 Area Superintendent Performance Evaluation Tool. Mr. Martineau reviewed with the board the performance review process and timeline, and reminded the board the Area Superintendent evaluation is scheduled to occur during the August 2022 regular board meeting during closed session. Mr. Martineau then directed the board to Ms. Hanes, who discussed when the board will receive the Area Superintendent's school data and goals for the 2021-2022 school year in advance of the August 2022 regular board meeting.

Board President Renney asked for clarification on the timeline of the evaluations. Mr. Martineau briefly reviewed the process with the board.

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 page overview of the recommended changes to the Charter School Accounting Manual included in the board packet, and reviewed the following recommended revisions:

- Minor spacing and formatting corrections
- Three purchase order quotes for any purchases more than \$50,000 – an increase from the previous procedure of \$25,000
- ACH withdrawal procedures and controls
- Monthly check register review by a school official
- Any purchase order greater than \$25,000 requires two signatures, one of whom must be a Board Member, the second being the Area Superintendent or Corporate Officer

Ms. Sharifi then recommended the board approve the revised Charter School Accounting Manual.

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

Victoria Hancock seconded the motion.

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

Roll Call

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

B.

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 2022-2023 School Year per California Code of Regulations §80026

Shellie Hanes reminded the board of the purpose of the annual Declaration of Need (DON) forms, which ensure the school's eligibility to apply for emergency and/or limited assignment permits for teachers. Ms. Hanes explained this 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. Ms. Hanes then reviewed the areas of anticipated need for fully qualified educators, limited assignment permits, and efforts to recruit certificated personnel. Ms. Hanes explained the school is anticipating ten emergency permits and eight limited assignment permits for the 2022-23 school year.

Ms. Hanes recommended the board approve the DON form for the school for the 2022-2023 school year.

Gary Renner 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 2022-2023 School Year per California Code of Regulations §80026.

Victoria Hancock seconded the motion.

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

Roll Call

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

Gary Renner 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

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

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

Carol Stanford 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

Roll Call

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

Jeri Vincent commended Ms. Rodriguez-Tarango on getting the students through the necessary assessments. She expressed her gratitude for the staff's continued commitment and the board's support.

Board President Renney thanked Ms. Hanes and Mr. Thompson.

VIII. Closing Items

A. Next Regular Board Meeting Date: May 18, 2022, 1:30pm

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

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:47 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.