

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 October 13, 2022 at 5:00 PM

Location

https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2FI%2Fmeetup-join%2F19%3Ameeting_MjVmNzkxYWYtNzBkNy00MmFhLWE4YzctODIiNTgyYzYyNDNi%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=474df4a7-e517-4a82-81a5-5679eb8fbe79&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true

Or call in for Audio only:

Conference Line: (657) 207-0015 Code: 907 459 738#

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), Gary Renner (remote), Phillip Lien (remote), Victoria Hancock (remote)

Directors Absent

Carol Stanford

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 Oct 13, 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

Jeff Brown, CEO
Shellie Hanes, Area Superintendent
Eric Contente, Learning Center Coordinator
Krystal Woskoski, Learning Center Coordinator
Nacrina Cuevas, Project Manager
Jeff Martineau, V.P. of Charter Relations
Heather Stuve, Director of Special Education
Bill Thompson, Legal Counsel
Guita Sharifi, CFO, 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.

Victoria Hancock made a motion to adopt Resolution Continuing Board of Directors' Authority to Hold Virtual or Teleconference Meetings Pursuant to Assembly Bill 361.
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
Phillip Lien	Aye

F. Approve Agenda for the October 13, 2022, Regular Public Meeting of the Board of Directors

Phillip Lien made a motion to approve Agenda for the October 13, 2022, Regular Public Meeting of the Board of Directors.
Victoria Hancock seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

G. Approve Minutes of the August 25, 2022, Regular Public Meeting of the Board of Directors

Victoria Hancock made a motion to approve the minutes from Regular Board Meeting on 08-25-22.

Phillip Lien seconded the motion.

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

Roll Call

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

H. Approve Minutes of the September 22, 2022, Regular Public Meeting of the Board of Directors

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

Victoria Hancock seconded the motion.

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

Roll Call

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

II. 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.

III. School Reports and Information

A. Principal Update

Eric Contente greeted the board and provided updates on the following:

- Enrollment: 1,613 students are currently enrolled in the school's four learning centers.
- Academics:
 - School registration paperwork is 70% completed.
 - 95% student participation in Fall NWEA testing with 50% of students showing growth in math and reading.
 - 65% of students completed 3+ credits in Learning Period 3.
 - On August 31, staff attended a schoolwide Professional Development event.
- Professional Development:
 - Annual professional development topics included: runaway and missing student protocols, students in crisis, 504 plans, SST and SPED.
 - Lindamood-Bell workshop for special education and ELA intervention.
- Student Services:
 - All 4 Youth social emotional support in partnership with Fresno County Superintendent of Schools and 3-tier behavior health and wellness support.

Board President Renney asked Mr. Contente to send the board the flyers for all school events.

Board Secretary Renner thanked Mr. Contente for his report.

B. WIOA Update

Eric Contente discussed current enrollment and graduates. Mr. Contente then updated the board on several recent and upcoming events involving school staff, parents, students, and school partners.

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 6.75%, which represents an increase from the previous RLOC 6.0% rate update provided to the board. Ms. Sharifi then reviewed the expiration date, the current RLOC withdrawal amount, and the RLOC covenants ratios as of September 30, 2022.

Ms. Sharifi then informed the board the school will be receiving two one-time funding sources from the State. She discussed the amounts and funding dates for each and informed the board these amounts will be reflected in the first interim report.

Board President Renney thanked Ms. Sharifi for her report and asked about the timeline for spending the grant funds. Ms. Sharifi discussed with the board the parameters and requirements for the grant funds.

Board Secretary Renner asked if there are restrictions on what the funds can be spent on. Ms. Sharifi informed the board there are certain things the CDE has said the funds need to be spent on but has not said how they must be spent.

D.

Updated 2022-2023 Board Meeting Calendar

Board President Renney directed the board to the updated 2022-2023 regular board meeting calendar located in their board packet and requested the board to review the additional meetings and date and time changes.

IV. Action Items

A. The Board will be asked to approve the 2021 Significant Disproportionality Comprehensive Coordinated Early Intervening Services (CCEIS) Plan

Heather Stuve greeted the board and thanked them for their time. She informed the board that CVW is currently in significant disproportionality (SIGDIS) with an over-representation of African American students eligible under Other Health Impairment. Ms. Stuve explained to the board the definition of “significant disproportionality” and how the school was identified by the California Department of Education (CDE). Next, she informed the board about the work the Comprehensive Coordinated Early Intervening Services (CCEIS) team has been doing to collect and review data from the 2019-2020, 2020-2021 and 2021-2022 school years to identify root causes, and to identify an action plan to break the disproportionality cycle.

Ms. Stuve then explained that after many hours of collaborative hard work and data review, three root causes were identified:

1. Lack of policies, procedures and practices regarding, SSTs, Section 504 accommodation plans, and formal re-evaluations.
2. Under-developed Multi-Tiered System of Supports (MTSS), an intervention program to support literacy.
3. Lack of intentional relationship-building amongst students, staff, and families.

Ms. Stuve informed the board they took the three root causes and built the following action plan to address the areas of concern:

1. Improve development, implementation and monitoring of policies, practices, and procedures
2. Utilize the school’s MTSS framework to build Tier I and Tier II student support and interventions. resulting in an increase in students’ NWEA reading RIT score.
3. Increase intentional relationship-building amongst students and families to school staff as measured on student/parent surveys.

Lastly, Ms. Stuve informed the board these recommendations will be implemented over the course of the next 24 months with quarterly progress monitoring to the CDE.

Ms. Stuve then asked the board for any questions, and recommended the board approve the 2021 Significant Disproportionality CCEIS Plan.

Board President Renney discussed the process and need for the CCEIS plan. Ms. Stuve assured the board this plan is to ensure the school has the appropriate processes in place. Ms. Hanes informed the board that only 3 affected students remain enrolled in the program and she praised everyone involved who have been working very hard on this plan.

Board President Renney confirmed the timeline with the staff. Ms. Stuve informed the board that the supporting outcomes and activities they will monitor are not as intense as the initial workup.

Board President Renney thanked Ms. Hanes and her staff for staying positive.

Gary Renner made a motion to approve the 2021 Significant Disproportionality Comprehensive Coordinated Early Intervening Services (CCEIS) Plan.

Victoria Hancock seconded the motion.

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

Roll Call

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

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, and reviewed the following recommended revisions:

- Adjustment to the total expenditure cash on hand reserve fund percentage to 20% rather than 17%.
- Revision to cash receipts process to limit cash payments, as well as adding requirement of triplicate receipt book, and bank deposits to be made at minimum on a monthly basis.
- Addition of ACH procedure details.
- Adjustment to wire transfer section to reflect ACH payments to reflect the proper verbiage; wire transfers are not completed; petty cash section removed.

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

Board President Renney thanked Ms. Sharifi for her report.

Phillip Lien 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

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

C. The Board will be asked to approve the Area Superintendent Evaluation Tool for the 2022-2023 school year

Jeff Martineau directed the board to the Area Superintendent Evaluation Tool for the 2022-2023 school year located in their board packet. Mr. Martineau explained this is the same tool as presented to the board during the regular June board meeting and recommended the board approve the Area Superintendent Evaluation Tool for the 2022-2023 school year.

Bill Thompson informed the board this tool is a work in progress and while they are approving it for the 2022-2023 school year, should the board want to see any changes made throughout the year, the board could certainly request them.

Victoria Hancock made a motion to approve the Area Superintendent Evaluation Tool for the 2022-2023 school year.

Phillip Lien seconded the motion.

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

Roll Call

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

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

A. Observations and Comments

Jeff Brown praised Mr. Contente for his report and the increase in enrollment. He praised the programs being offered to the students, the community activities, and WIOA. He thanked Ms. Stuve for her report and praised the extra support the students are receiving.

Board Secretary Renner is grateful for the spectacular job the staff is doing and thanked them for all of their hard work.

VI. Closed Session

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

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1).) Title: Area Superintendent
2. CONFERENCE WITH LABOR NEGOTIATOR (Gov. Code section 54957.6) Agency designated representative: Bill Thompson, Unrepresented Employee: CEO

Phillip Lien 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

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

Arthur Renney Aye
Victoria Hancock Aye
Gary Renner Aye
Carol Stanford Absent
Phillip Lien 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:

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1).) Title: Area Superintendent
2. CONFERENCE WITH LABOR NEGOTIATOR (Gov. Code section 54957.6) Agency designated representative: Bill Thompson, Unrepresented Employee: CEO

VII. Closing Items

A. Next Regular Board Meeting Date: November 10, 2022, 2:00pm

Board President Renney reminded the board the next meeting is scheduled for October 19, 2022 at 2:40 pm.

B. Adjourn Meeting

Phillip Lien made a motion to adjourn the meeting.
Gary Renner seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Arthur Renney Aye
Carol Stanford Absent
Phillip Lien Aye
Gary Renner 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 6:23 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.