

APPROVED

# Crescent View West Public Charter

## Minutes

### Regular Board Meeting

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

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#### Date and Time

Thursday February 27, 2025 at 4:00 PM

#### Location

**Meeting Location:** 4065 W. Ashcroft Ave, Fresno, CA 93722

#### Microsoft Teams

[Join the meeting now](#)

Meeting ID: 211 307 494 676

Passcode: cy7Qk9ZS

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Phone conference ID: 528 531 515#

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#### MEETING LOGISITICS

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@cvwest.org](mailto:publiccomments@cvwest.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.

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#### Directors Present

Arthur Renney, Gary Renner, Jackie Giacomazzi, Julie Keitges, Phillip Lien

#### Directors Absent

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None

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## **I. Opening Items**

### **A. Call the Meeting to Order**

Arthur Renney called a meeting of the board of directors of Crescent View West Public Charter to order on Thursday Feb 27, 2025 at 4:00 PM.

Board President Renney requested Rajpreet Kaur read aloud the notices regarding meeting logistics, accommodations and audio recording.

### **B. Roll Call and Establishment of Quorum**

At the request of Board President Renney, Rajpreet Kaur performed a board member roll call, and a quorum was established.

Board President Renney 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 Lien led the pledge of allegiance.

### **D. Staff Introductions**

Jeff Brown, CEO

Jeri Vincent, Corporate Officer

Shellie Hanes, Superintendent

Gagandeep Gill, Area Superintendent

Sarah Luna, Regional Director of Data Assessments and Accountability

Rafael Aguilar, Regional Director of Federal and State Programs

Ide Rodriguez-Tarango, Principal

Bill Thompson, Legal Counsel

Guita Sharifi, CFO, LLAC

### **E. Approve Agenda for the February 27, 2025, Regular Public Meeting of the Board of Directors**

Julie Keitges made a motion to approve Agenda for the February 27, 2025, Regular Public Meeting of the Board of Directors.

Phillip Lien seconded the motion.

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

#### **Roll Call**

Jackie Giacomazzi Aye

Gary Renner Aye

Julie Keitges Aye

**Roll Call**

Arthur Renney	Aye
Phillip Lien	Aye

**F. Approve Minutes of the December 12, 2024, Regular Public Meeting of the Board of Directors**

Gary Renner made a motion to approve the minutes from Regular Board Meeting on 12-12-24.

Jackie Giacomazzi seconded the motion.

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

**Roll Call**

Jackie Giacomazzi	Aye
Gary Renner	Aye
Arthur Renney	Aye
Julie Keitges	Aye
Phillip Lien	Aye

**II. Consent Agenda**

**A. Consent Agenda Items**

Board President Renney announced the following consent agenda items:

1. The Board will be asked to review and approve the School Accountability Report Card The E-Rate
2. The Board will be asked to approve the 2025-2026 School Calendar
3. The Board will be asked to approve the 2025-2026 Employee Handbook

President Renney then asked if any member would like to discuss any of the agenda items for action separately. Hearing none, Mr. Renney asked for a motion to approve the consent agenda items.

Jackie Giacomazzi made a motion to approve the consent agenda items.

Phillip Lien seconded the motion.

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

**Roll Call**

Gary Renner	Aye
Phillip Lien	Aye
Julie Keitges	Aye
Arthur Renney	Aye
Jackie Giacomazzi	Aye

**III. Public Comment**

**A.**

## **Public Comment**

At the request of Board President Renney, Rajpreet Kaur 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 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. 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 8.0%, 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.

Mr. Sharifi then discussed the State's budget, potential federal budget cuts, and anticipated impacts on the school's budget.

### **B. Principal and WIOA Update**

Ide Rodriguez-Tarango greeted the board and discussed the school's learning period 7 data, including Average Daily Attendance (ADA), enrollment, overall credit completion, dual enrollment, core credit completion, and the one-year graduation cohort.

She then provided a presentation on recent learning center events and opportunities, including student achievements and testing, educational partners, FAFSA Fiesta event, Fresno Black College Expo, student stories, and ELAC/PAC meetings. She then shared about professional development, including time management, human trafficking prevention, state testing protocols, MAGEC, data and design compliance, and culturally affirmative practices.

Ms. Rodriguez-Tarango also provided the board with an update on the WIOA program, including online tutoring, education and career assessments, college and vocational training, work experience, job placement, and financial literacy workshops.

The board and staff engaged in a discussion about college scholarships offered to students.

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

### **C. Mid-Year Local Control Accountability Plan Update**

Rafael Aguilar directed the board to the 2024-2025 Mid-Year Local Control Accountability Plan ("LCAP") report located in the board packet. Mr. Aguilar reminded the board this mid-year LCAP report is required to ensure the continual monitoring and evaluation of the school's progress towards its LCAP goals.

Mr. Aguilar then provided a presentation on the school's mid-year LCAP, which included the actions implementation, expenditures to date, progress on metrics and the budget overview for parents. He highlighted the following areas:

- Goal #1 Increase Academic Progress: Metrics have shown progress, budgets been allocated appropriately, and actions fully implemented. Highlights include appropriately assigned teachers.
- Goal #2 Students Will Gain Skills for College and Career-Readiness: Metrics have shown progress, budgets been allocated appropriately, and actions fully implemented. Highlights include State standards aligned materials and access to broad range of courses.
- Goal #3 Increase Student Retention: Metrics have shown progress, budgets been allocated appropriately, and actions fully implemented. Highlights include school facilities rating, and suspension and expulsion rate.
- Goal #4 Increase Educational Partners' Engagement: Metrics have shown progress, budgets been allocated appropriately, and action fully implemented. Highlights include parent conferences, events and celebrations, parent advisory/ELPAC participation, and students feel safe, connected, and teachers feel safe and connected.

Mr. Aguilar thanked the board for their support and asked if they had any questions or feedback.

Board President Renney thanked Mr. Aguilar for his presentation.

### **D. California Dashboard Report**

Sarah Luna greeted the board and reminded the board the school is currently certified as a Dashboard Alternative Schools Status (DASS) school and provided an accountability update for the school. Ms. Luna explained the California School Dashboard is one part of California's comprehensive accountability system for schools, districts, and county offices of education that reports performance and progress in seven state indicators and five local

indicators. Each area reflects the priorities of California's Local Control Funding Formula (LCFF) and the metrics required by the federal Every Student Succeeds Act (ESSA).

Ms. Luna then provided a detailed summary of the school's academic performance, as well as the graduation and suspension rates included in the Dashboard report.

Board President Renney thanked Ms. Luna for her report.

## V. Action Items

### A. The Board will be asked to approve the amended Conflict of Interest Policy

Bill Thompson informed the board the Conflict of Interest Policy has been revised to better align with state preferences. He shared key updates that were made to the policy.

Board President Renney thanked Mr. Thompson and asked for a motion.

Phillip Lien made a motion to approve the amended Conflict of Interest Policy.

Julie Keitges seconded the motion.

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

#### Roll Call

Gary Renner	Aye
Arthur Renney	Aye
Jackie Giacomazzi	Aye
Julie Keitges	Aye
Phillip Lien	Aye

### B. The Board will be asked to approve the Second Interim Report and the Revised Budget for the 2024-2025 school year

Guita Sharifi directed the board to the Second Interim Report and revised budget for the 2024-2025 school year and explained that the purpose of the report is to provide a financial overview of the school after the first 7 months of operations, from July 1, 2024 through January 31, 2025 actuals, and projected budget to June 2025 year-end. The report categories include the original budget, revised budget, actuals to date, projected year-end totals, projected year-end reserves, and ADA.

Ms. Sharifi then reviewed the ADA, expenditures, revenue, and projected reserves, and highlighted the following areas:

- The school budgeted a P2 ADA of 1,648, and the school is currently projecting a funding P2 ADA of 1,785.
- The school is projecting total revenue of \$35.7M, which is higher than the school's original budget.
- LCFF projected revenue is \$31.5M, an increase compared to the original budget.
- Federal Revenue is projecting to be at \$874K, an increase of \$156K.

- Other State revenue shows an increase from \$2.9M to \$3.2M, coming from an increase in lottery revenue, State Mental Health, and the new Golden state Pathways Program Planning grant.
- Other local revenue is projected to be \$75K, from interest and refunds.
- Projected total expenditures of \$34.5M, which is an increase of \$2.5M compared to the original budget.

Lastly, Ms. Sharifi reviewed the school's ending fund balance and restricted reserves. She then asked the board for input and questions.

Board President Renney thanked Ms. Sharifi and asked for a motion.

Gary Renner made a motion to approve the Second Interim Report and the Revised Budget for the 2024-2025 school year.

Jackie Giacomazzi seconded the motion.

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

**Roll Call**

Julie Keitges	Aye
Phillip Lien	Aye
Gary Renner	Aye
Arthur Renney	Aye
Jackie Giacomazzi	Aye

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

Board President Renney thanked Ms. Sharifi and asked for a motion.

Julie Keitges made a motion to approve the revised Charter School Accounting Manual.

Phillip Lien seconded the motion.

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

**Roll Call**

Phillip Lien	Aye
Jackie Giacomazzi	Aye
Arthur Renney	Aye
Gary Renner	Aye
Julie Keitges	Aye

**D. The Board will be asked to approve using the auditing firm Wilkinson, Hadley & King & Co., LLP for the 2024-2025 audit**

Guita Sharifi directed the board to the proposal presented by Wilkinson Hadley King & Co. to prepare the school's June 30, 2025 annual audit. Ms. Sharifi reminded the board that the Wilkinson Hadley King & Co. CPA firm is on the state's approved auditor list and is a very

reputable company. She then reviewed their fee and recommended the board approve the engagement letter with Wilkinson Hadley King & Co.

Board President Renney thanked Ms. Sharifi and asked for a motion.

Phillip Lien made a motion to approve using the auditing firm Wilkinson, Hadley & King & Co., LLP for the 2024-2025 audit.

Gary Renner seconded the motion.

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

**Roll Call**

Julie Keitges	Aye
Jackie Giacomazzi	Aye
Phillip Lien	Aye
Gary Renner	Aye
Arthur Renney	Aye

**E. The Board will be asked to approve the revised Committed Funds Plan for the school**

Gagandeep Gill directed the board to the Committed Funds Plan located in their packet and discussed the school's current reserve amount in excess of the recommended maximum 20% reserve amount. Ms. Gill explained the establishment and funding of financial reserves is important to the long-term health and stability of the school, the ability to manage cash flow, and protect the school from unforeseen revenue shortfalls, unexpected costs, and economic uncertainties. Financial reserves also help a charter school save for large purchases and reduce the cost of borrowing money.

Ms. Gill then reviewed the updated Committed Funds Plan for the amount of reserves in excess of the recommended 20% reserve amount. She then recommended the board approve the Committed Funds Plan for emergency or urgent spending needs and asked the board to authorize the Area Superintendent to make and execute such decisions.

Board Member Renner asked if these funds could be used to cover expenses if there is a change in funding. Ms. Sharifi assured the board the school's reserves would give the school plenty of time to adjust to any drastic changes in funding and that the school would be able to recoup the funds through grants. She explained that Title I funding is based on the previous year and that she will bring any changes in federal funding to the board's attention.

Board President Renney thanked Ms. Gill and asked for a motion.

Gary Renner made a motion to approve the revised Committed Funds Plan for the school.

Phillip Lien seconded the motion.

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

**Roll Call**

Arthur Renney	Aye
Gary Renner	Aye
Jackie Giacomazzi	Aye



**Roll Call**

Julie Keitges	Aye
Phillip Lien	Aye

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

**A. Observations and Comments**

Jeff Brown thanked the staff for their reports and shared his excitement for the dual enrollment program.

**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

Julie Keitges made a motion to adjourn open public Board meeting to go into closed session.

Jackie Giacomazzi seconded the motion.

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

**Roll Call**

Gary Renner	Aye
Arthur Renney	Aye
Julie Keitges	Aye
Phillip Lien	Aye
Jackie Giacomazzi	Aye

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

Jackie Giacomazzi made a motion to adjourn closed session and reconvene to open public Board meeting.

Phillip Lien seconded the motion.

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

**Roll Call**

Julie Keitges	Aye
Arthur Renney	Aye
Phillip Lien	Aye
Jackie Giacomazzi	Aye
Gary Renner	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. 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: April 24, 2025, 4:00pm

#### B. Adjourn Meeting

Julie Keitges made a motion to adjourn the meeting.

Phillip Lien seconded the motion.

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

#### Roll Call

Julie Keitges	Aye
Phillip Lien	Aye
Jackie Giacomazzi	Aye
Arthur Renney	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 5:08 PM.

Respectfully Submitted,  
Gary Renner

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**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](mailto:publiccomments@cvwest.org). Documents are also available for public inspection at the Meeting Location noted on this agenda.