

APPROVED

Mission Academy

Minutes

Regular Board Meeting

Operated by Alta Vista Public Charter, Inc., A California Non-Profit Public Benefit Corporation

Date and Time

Wednesday June 7, 2023 at 9:30 AM

Location

Meeting Location: 177 Holston Drive, Lancaster, CA 93535

Satellite Location: 7101 Big Oak Lane, Nolensville, Tennessee 37135

Or Join Using the Meeting Link:

https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2FI%2Fmeetup-join%2F19%3Ameeting_NjRIMGZjMTctOTQ3OC00ZWQ2LWlwMDAtNjg3Mml2Mzk3NzU5%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=f044f2e2-6c9e-4ebc-bc45-786a2d671af4&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true

Or Call in for audio only:

Conference Line (657) 207-0015 Code: 635 455 64#

Meeting Logistics

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@missionacademyhs.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.

REMINDER

As required by state law (SB 126), this meeting will be audio recorded and posted on the charter school's website.

Directors Present

Barbara Willibrand, Carol Stanford, Claudette Beck, John Dortch

Directors Absent

Michael Molloy

I. Opening Items

A. Call the Meeting to Order

Board President Stanford read aloud the notices regarding meeting logistics, accommodations and audio recording.

Carol Stanford called a meeting of the board of directors of Mission Academy to order on Wednesday Jun 7, 2023 at 9:30 AM.

B. Roll Call and Establishment of Quorum

C. Pledge of Allegiance

Board Secretary Beck led the pledge of allegiance.

D. Staff Introductions

Jeff Brown, CEO

Jeri Vincent, Corporate Secretary

Lindsay Reese, Area Superintendent

Jenna Unis, Principal

Jeff Martineau, V.P. of Charter Relations

Bill Thompson, Legal Counsel

Guita Sharifi, CFO, LLAC

Michelle Lopez, Legal Counsel, LLAC

E. Approve Agenda for the June 7, 2023, Regular Public Meeting of the Board of Directors

John Dortch made a motion to approve Agenda for the June 7, 2023, Regular Public Meeting of the Board of Directors.

Barbara Willibrand seconded the motion.

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

Roll Call

Carol Stanford Aye

Roll Call

Michael Molloy Absent
Barbara Willibrand Aye
Claudette Beck Aye
John Dortch Aye

F. Approve Minutes of the April 18, 2023, Regular Public Meeting of the Board of Directors

Claudette Beck made a motion to approve the minutes from Regular Board Meeting on 04-18-23.

Barbara Willibrand seconded the motion.

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

Roll Call

Claudette Beck Aye
Michael Molloy Absent
John Dortch Aye
Barbara Willibrand Aye
Carol Stanford Aye

II. Consent Agenda

A. Consent Agenda Items

1. The Board will be asked to approve the revised Education for Homeless Children and Youth Policy
2. The Board will be asked to accept the Uniform Complaints Report for the 2022-2023 school year: 0 Complaints Received

Board President Stanford 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 Stanford asked for a motion to approve the consent agenda items.

John Dortch made a motion to approve the consent agenda items.

Claudette Beck seconded the motion.

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

Roll Call

Claudette Beck Aye
John Dortch Aye
Michael Molloy Absent
Carol Stanford Aye
Barbara Willibrand Aye

III. Public Comment

A. Public Comment

Board President Stanford 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 Stanford 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

Jenna Unis provided a report on the following topics:

- Utilization and enrollment trends for the school year 2022-2023.
- Graduates this school year and upcoming graduation ceremony
- 6th-8th Grade growth
- Student's personal highlights/celebrations

Lindsay Reese thanked Ms. Unis and discussed the board metrics document and explained how it breaks down performance measures into five areas: ADA, Enrollment, Overall Credit Completion, Core Credit Completion, and 1-year graduation cohort rate. Ms. Reese explained this data has been updated to include Learning Periods 9 and 10 and discussed state testing during this time.

Ms. Reese then discussed the current implementation of the school's new curriculum program called Strong Mind, and the program feature that will allow teachers to easily track credit completion rates rather than activity completion rates.

Board President Stanford thanked Ms. Unis and Ms. Reese for their updates.

B. Finance Update

Guita Sharifi directed the board to the financial update report for the Hanmi Bank Rotating Line of Credit (RLOC) and LLAC promissory note updates as of April 30, 2023. Ms. Sharifi reviewed the Hanmi RLOC current interest rate of 8.75%, which represents an increase from the previous RLOC of 8.50%, the expiration date, the current RLOC withdrawal amount, and the RLOC covenants ratios. Ms. Sharifi then reviewed the LLAC promissory loan balance, cumulative borrowing, available balance, and current interest rate of 4%.

Board President Stanford thanked Ms. Sharifi for her update.

C.

Report on Mathematics Placement Results

Lindsay Reese explained that the California Mathematics Placement Act of 2015 required the board to adopt “a fair, objective, and transparent mathematics placement policy” before the beginning of the 2016 school year. The policy was adopted prior to the school’s initial operating school year with minor revisions approved to the policy in 2020. The policy addresses students entering ninth grade and includes several required elements to ensure equity in student achievement, including multiple objective academic achievement measures, annual examination of pupil placement to ensure students are not held back in a disproportionate manner, providing an annual report to the governing board, and posting the policy on the school’s website.

For the 2022-23 school year, the math placement for 9th graders fell into three categories:

- 9.4% of 9th grade math students placed in remedial math courses
- 74% of 9th grade math students placed in Algebra 1 (grade level course)
- 16.7% of 9th grade math students placed in Geometry or Algebra II (above grade level course)

Ms. Reese then reported, the school is pleased to report that 83.3% of 9th grade students are at or above grade-level in math and that all 9th grade students who took math progressed in their courses, and none were held back. Ms. Luna informed the board the school staff will continue to evaluate this data and report to the board next year pursuant to the Board’s policy.

Board President Stanford thanked Ms. Reese and commented on the increase in math scores. Ms. Reese discussed the struggles teachers and students faced during COVID.

D. LCFF Local Indicators Report

Jenna Unis informed the board that all schools in California must measure and report on key local indicators, which are based on five of the LCFF state priorities. The school uses the California Department of Education’s self-reflection tool to determine if the performance standard was met or not met. Ms. Unis then reviewed the following indicators met by the school:

- **Priority 1** – Focuses on ensuring that all students are assigned to appropriately credentialed teachers, that all students have access to their own instructional materials, and attend a safe environment. The school had 0 misassignments and 0 teacher vacancies.
- **Priority 2** – Ensuring progress is made in implementing state academic standards. The school has improved the development of their curriculum framework in mathematics courses, CTE courses, health and visual and performing arts courses, and history courses. The school met this priority.
- **Priority 3** – Parent Engagement: The school engages its educational partners during the quarterly PAC and ELAC meetings, annual surveys, and parent-teacher

conferences where feedback is garnished, local data is shared, and input is requested. The school also provided regular communication in the form of L4L Connect Posts, phone calls, emails, and text messages. The school will increase the communication for next school to increase the educational partners engagement.

The school met this priority.

- **Priority 6** – School Climate: The state mandates the school survey students about their sense of safety and connectedness. The survey confirmed the students feel safe and connected to the school. The school met this priority.
- **Priority 7** – Measures the school’s progress in ensuring that all students have access to a broad course of study. School data confirms students have access to standards-aligned core and elective curriculum and all students who are English Learners, low income, foster youth and special education have access to all of the courses required for a broad course of study. The school met this priority.

Ms. Unis then asked the board for any comments on the LCFF Local Indicators Report. Board President Stanford thanked Ms. Unis for her presentation.

E. Annual IRS Form 990, Return of Organization Exempt From Income Tax and the California return for 2021, as filed

Guita Sharifi informed the board that the corporation's annual 990 federal tax return and the California return for 2021, which was provided to each board member, was filed timely.

Board President Stanford thanked Ms. Sharifi for her update.

F. Legislative Update

Bill Thompson provided updates to the board of directors on the Governor's May revised budget, proposed legislation, and the ongoing efforts of the LLAC External Affairs division.

Board President Stanford thanked Mr. Thompson for his update.

G. 2023-2024 Board Meeting Dates

Board President Stanford directed the board to the draft 2023-2024 regular board meeting calendar located in their board packet and requested the board to review the meeting dates and times.

V. Public Hearing

A. Open Public Hearing

Claudette Beck made a motion to open the public hearing.

John Dortch seconded the motion.

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

Roll Call

Carol Stanford Aye
Michael Molloy Absent
John Dortch Aye
Barbara Willibrand Aye
Claudette Beck Aye

B. The Board will hold a public hearing to solicit the recommendations and comments of members of the public regarding the Budget Overview for Parents and the Local Control Accountability Plan (LCAP), including the specific actions and expenditures proposed to be included in the school’s LCAP, with Comprehensive Support and Improvement Plan for the 2023-2024 school year

Board President Stanford announced the public hearing opened at 9:56 a.m.

Lindsay Reese provided a presentation on the Budget Overview for Parents (BOP) and the Local Control Accountability Plan (LCAP) with Comprehensive Support and Improvement Plan for the 2023-2024 school year.

Ms. Reese explained the BOP includes information on the Local Control Funding Formula revenues, supplemental and concentration grants, and state funds. The BOP demonstrates to the public and parents that the school directed its funds in 2022-2023 towards increasing or improving services in meeting the needs of the school community, while also directing funding for its high needs students such as low income students, English Learners, foster youth and homeless students.

Ms. Reese then reviewed the projected revenue chart, which explains the projected revenue for the school by each fund source: LCFF funds with both supplemental and concentration grants, and local, state and federal funds. Ms. Reese discussed the estimated budgeted expenditures for the school and the corresponding actions and services in the LCAP.

Next, Ms. Reese reviewed the school’s proposed four LCAP goals for the 2023-2024 school year:

- Goal 1 – Increase Academic Progress: Actions will include support for English language learners, academic interventions, tutoring, counseling, student activities, and professional developments geared towards English learners.
- Goal 2 – Students Will Gain Skills for College and Career Readiness: Actions will include providing college and career opportunities for high-needs students through dual enrollment and CTE opportunities, professional development, and providing technology students and support for standards-based curriculum and instruction.
- Goal 3 – Increase Student Retention: The school will utilize funds to pay for student retention personnel and incentive programs, social- emotional, trauma support services and materials, and to provide access to nutrition for our high-needs students.

- Goal 4 – Increase Educational Partner Engagement: The school’s community liaison to organize meaningful school activities, provide translation and other contracted outreach services, and by holding educational partner events that promote engagement with the school.

Ms. Reese explained the school reflected on their progress and community partner input on the school’s 2022-2023 LCAP goals when developing the 2023-2024 LCAP and reviewed the school’s successes and needs identified during the reflection process.

Ms. Reese then discussed the recent change due to the federal government denying the California State School Board of Education waiver to use the 1-year cohort graduation rate for its DASS schools, which is now required to use a 4–5-year cohort graduation rate. Ms. Reese then reviewed the CSI plan built into the LCAP report and explained that with guidance and training from the CDE and the school’s local professional network, staff conducted a needs assessment and data revealed students who participated in tutoring had 50% more credits completed, which increased the graduation rates. Ms. Reese explained that based on data from the school’s LCAP Goal 1, action 3 provides for intensive tutoring.

Finally, Ms. Reese summarized the LCAP goals, actions, proposed expenditures, and increased budget for tutoring services.

Ms. Reese then requested input from the board and public on the school’s BOP and LCAP plan for the 2023-2024 school year.

Board President Stanford thanked Ms. Reese and asked if there were any questions or comments from the board or members of the public.

C. Close Public Hearing

Hearing no comments from the public, Board President Stanford requested a motion to close the public hearing.

Claudette Beck made a motion to close the public hearing.

John Dortch seconded the motion.

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

Roll Call

Carol Stanford	Aye
Barbara Willibrand	Aye
Claudette Beck	Aye
Michael Molloy	Absent
John Dortch	Aye

Board President Stanford announced the public hearing closed at 10:06 a.m.

VI. Action Items

- A. **The Board will be asked to confirm its acknowledgement that Carol Stanford, Claudette Beck, Mike Molloy, John Dortch and Barbara Willibrand, have been**

reappointed as members of the Board of Directors by Educational Advancement Corporation, the sole member of Alta Vista Public Charter, Inc., for the term July 1, 2023 through June 30, 2024

Carol Stanford reported to the board that the Board of Directors of Educational Advancement Corporation (EAC), the sole member of Alta Vista Public Charter, Inc., has acted to reappoint Carol Stanford, Claudette Beck, Mike Molloy, John Dortch and Barbara Willibrand as members of the Mission Academy Board of Directors for the term of July 1, 2023 through June 30, 2024. Ms. Stanford then recommended the board vote to confirm its acknowledgment of EAC's action to reappoint the board members.

Claudette Beck made a motion to confirm its acknowledgement that Carol Stanford, Beck, Mike Molloy, John Dortch and Barbara Willibrand, have been reappointed as members of the Board of Directors by Educational Advancement Corporation, the sole member of Alta Vista Public Charter, Inc., for the term July 1, 2023 through June 30, 2024.

Barbara Willibrand seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Claudette Beck	Aye
Michael Molloy	Absent
Carol Stanford	Aye
Barbara Willibrand	Aye
John Dortch	Aye

B. The Board will be asked to reauthorize the Corporate Officers and Senior Administration to make all reasonable and necessary business arrangements, and enter into all reasonable and necessary transactions, including but not limited to, contracts with vendors, employees, consultants and others

Board President Stanford requested a motion to re-authorize the Corporate Officers and Senior Administration to make all reasonable and necessary business arrangements, and enter into all reasonable and necessary transactions, including but not limited to, contracts with vendors, employees, consultants and others.

John Dortch made a motion to reauthorize the Corporate Officers and Senior Administration to make all reasonable and necessary business arrangements, and enter into all reasonable and necessary transactions, including but not limited to, contracts with vendors, employees, consultants and others.

Barbara Willibrand seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

John Dortch	Aye
Carol Stanford	Aye
Michael Molloy	Absent
Barbara Willibrand	Aye
Claudette Beck	Aye

C. The Board will be asked to re-authorize the officers of the corporation to award discretionary incentives to employees at various sundry times

Board President Stanford requested a motion to re-authorize the Corporate Officers to award discretionary incentives to employees at various sundry times.

Claudette Beck made a motion to re-authorize the officers of the corporation to award discretionary incentives to employees at various sundry times.

John Dortch seconded the motion.

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

Roll Call

John Dortch	Aye
Claudette Beck	Aye
Michael Molloy	Absent
Carol Stanford	Aye
Barbara Willibrand	Aye

D. 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:

- Page 80: Adding passports for students as a covered expenditure.
- Pages 82 & 83: Establishing the Provision of Used Chromebooks to Graduating Seniors for \$1.00. Senior Director of Technology Services, Kimberly Souza, provided additional details on the process of this policy.
- Page 113: Adding the schools Capitalization Threshold

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

Board President Stanford thanked Ms. Sharifi for bringing these changes to the policy and commented on the passport policy and chromebook purchasing policy.

Board Secretary Beck expressed her appreciation for the chromebook policy as well.

John Dortch made a motion to approve the revised Charter School Accounting Manual.

Barbara Willibrand seconded the motion.

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

Roll Call

Carol Stanford	Aye
Claudette Beck	Aye
Michael Molloy	Absent
Barbara Willibrand	Aye
John Dortch	Aye

E.

The Board will be asked to approve the Local Control Funding Formula (LCFF) for school year 2023-2024, which drives the primary source of funding for the charter school

Guita Sharifi explained that LCFF funding is the primary source of the school's revenue and determines the funding for charter schools, which has two primary components: a base rate component that applies to all schools that depends exclusively on Average Daily Attendance (ADA) by grade span, and a supplemental and concentration component that depends on the percentage of the school's English Learners, foster youth and low-income students. The LCFF calculation is the largest source of the school's unrestricted revenue and is essential to budget and LCAP development. Ms. Sharifi further explained the total LCFF revenue estimated to be received for the 2023-2024 school year, including the total supplemental and concentration funding. Ms. Sharifi recommended the board approve the LCFF for school year 2023-2024.

Board President Stanford thanked Ms. Sharifi and requested a motion.

Claudette Beck made a motion to approve the Local Control Funding Formula (LCFF) for school year 2023-2024, which drives the primary source of funding for the charter school.

Barbara Willibrand seconded the motion.

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

Roll Call

John Dortch	Aye
Carol Stanford	Aye
Barbara Willibrand	Aye
Claudette Beck	Aye
Michael Molloy	Absent

F. The Board will be asked to approve the Education Protection Account (EPA) spending determinations

Guita Sharifi explained that the Education Protection Account (EPA) is a component of the LCFF funding that must be used only for instruction and be posted on the school's website every year. Ms. Sharifi discussed the total estimated EPA revenue to be received by the school for the 2023-2024 school year. Ms. Sharifi recommended the board take action to approve the EPA spending determinations.

Board Member Dortch asked if there was a deadline for the LCFF. Ms. Sharifi discussed the process of receiving updates to the LCFF and informed the board they would run the numbers again if there are any changes to the LCFF calculator.

Board President Stanford thanked Ms. Sharifi and requested a motion.

John Dortch made a motion to approve the Education Protection Account (EPA) spending determinations.

Carol Stanford seconded the motion.

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

Roll Call

Carol Stanford	Aye
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Roll Call

Barbara Willibrand Aye
Michael Molloy Absent
John Dortch Aye
Claudette Beck Aye

G. The Board will be asked to approve the Budget for the 2023-2024 fiscal year

Guita Sharifi informed the board the school's budget is based on funding information from the May revision to the state's budget and will be adjusted in the future if there are changes to the budget when it is signed in June or in subsequent revisions during the summer.

Ms. Sharifi then explained the funding projections for next fiscal year, including a COLA of 8.22% to the LCFF funding rate compared to the prior year. Ms. Sharifi further explained the May revision includes additional funding for Proposition 28 for Arts and Music Education funding and additional funds to close the opportunity gap through the equity multiplier that would be available through the LCFF funding. However, since there is no detail or clarity on how these additional funds and grants will be dispersed or the impact to the funding rate, these funding amounts are not included in the school's original budget and will be added in future revisions. In addition, the May revision also impacted the current year-end projections as it proposed a funding reduction of the Arts, Music and Instructional materials block grant (AMIM) and the Learning Recovery Emergency (LRE) Block grant in 22-23 to cover part of the cost of COLA for 23-24. This reduction is included in the current budget report.

Ms. Sharifi then discussed the school's projected ADA of 1,102 for the school year 2023-2024, which is a decrease compared to the 2022-2023 school year.

Next, Ms. Sharifi reviewed the projected revenue for the school and explained the revenue amounts from LCFF sources, federal funds, and other state revenue, which include lottery funds, and she noted the school is not projecting local revenue.

Ms. Sharifi then reviewed the school's expenditures and discussed the increase of salaries and benefits and a reduction in purchase spending as compared to the 2022-2023 school year. Ms. Sharifi also reviewed the operating expenses, which is an increase compared to the current school year with an increase in spending for professional services.

Ms. Sharifi informed the board the school is projecting a positive net position and ratio of reserves to expenditures. Ms. Sharifi then recommended the board approve the school budget for the 2023-2024 fiscal year.

Board President Stanford praised the status of the reserves and thanked Ms. Sharifi. Ms. Stanford then requested a motion.

Claudette Beck made a motion to approve the Budget for the 2023-2024 fiscal year.

John Dortch seconded the motion.

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

Roll Call

Michael Molloy Absent
John Dortch Aye
Claudette Beck Aye
Barbara Willibrand Aye
Carol Stanford Aye

H. The Board will be asked to approve the Budget Overview for Parents and the Local Control Accountability Plan (LCAP) with Comprehensive Support and Improvement Plan for the 2023-2024 school year

Lindsay Reese invited questions and suggestions from the board on the Local Control Accountability Plan (LCAP) for the 2023-2024 school year, which was shared during the public hearing. She then recommended the board approve the Budget Overview for Parents and the LCAP with Comprehensive Support and Improvement Plan for the 2023-2024 school year.

Board President Stanford thanked Ms. Reese and requested a motion.

John Dortch made a motion to approve the Budget Overview for Parents and the Local Control Accountability Plan (LCAP) with Comprehensive Support and Improvement Plan for the 2023-2024 school year.

Claudette Beck seconded the motion.

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

Roll Call

Barbara Willibrand Aye
John Dortch Aye
Michael Molloy Absent
Claudette Beck Aye
Carol Stanford Aye

I. The Board will be asked to approve the Consolidated Application process and submission for all reports required for the 2023-2024 school year

Lindsay Reese explained the Consolidated Application (ConApp) is used by the California Department of Education to distribute categorical funds from various federal programs to county offices, school districts, and direct-funded charter schools. Annually, each local educational agency (LEA) submits the spring release of the ConApp which, among other things, provides assurances that the LEA will comply with the legal requirements of each program. Ms. Reese recommended the board approve the ConApp process and submission for all reports for the 2023-2024 school year.

Board President Stanford thanked Ms. Reese and requested a motion.

Claudette Beck made a motion to approve the Consolidated Application process and submission for all reports required for the 2023-2024 school year.

John Dortch seconded the motion.

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

Roll Call

John Dortch Aye
Michael Molloy Absent
Barbara Willibrand Aye
Carol Stanford Aye
Claudette Beck Aye

J. The Board will be asked to renew a Revolving Line of Credit (RLOC) from Hanmi Bank for the 2023-2024 school year, as needed, to maintain adequate cash flow pursuant to the RLOC provisions

Guita Sharifi reminded the board of the current Hanmi Bank agreement that provides a line of credit at a lower interest rate compared to other financing mechanisms to support the school's finances only when necessary to maintain adequate cash flow. Ms. Sharifi then explained the school has the opportunity to renew the Revolving Line of Credit (RLOC) with Hanmi Bank for the 2023-2024 school year in the amount of \$1,500,000 with the current interest rate of 8.75%. Ms. Sharifi reminded the board the interest rate is calculated at the greater of: (1) the prime rate plus 0.50%, or (2) 3.75%. Ms. Sharifi then recommended the board approve the Hanmi Bank RLOC.

Board President Stanford thanked Ms. Sharifi and requested a motion.

Claudette Beck made a motion to renew a Revolving Line of Credit (RLOC) from Hanmi Bank for the 2023-2024 school year, as needed, to maintain adequate cash flow pursuant to the RLOC provisions.

Barbara Willibrand seconded the motion.

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

Roll Call

Claudette Beck Aye
Carol Stanford Aye
John Dortch Aye
Michael Molloy Absent
Barbara Willibrand Aye

K. The Board will be asked to approve obtaining a loan from LLAC during the 2023-2024 fiscal year, as needed to maintain adequate cash flow, pursuant to promissory note provisions with applicable interest

Guita Sharifi explained to the board that the Lifelong Learning Administration Corp. (LLAC), the school's vendor for administrative and educational services, offers a short-term borrowing option to support the school when necessary for a maximum limit of \$1,000,000 at an interest rate of six percent (6%) and the note includes the lender's option to adjust the rate once during the fiscal year based on market rate changes.. Ms. Sharifi explained the amount is a maximum and the school may utilize it entirely, or not at all. Ms. Sharifi further emphasized this is an alternative financing option for the school to meet short-term cash flow needs only if needed for the 2023-2024 school year. Ms. Sharifi then recommended the board approve the LLAC promissory note.

Board Member Dortch asked what defines "substantial changes". Ms. Sharifi informed the board everything is uncertain and depends on the economy. She assured the board they would discuss any big changes with the board in advance.

Board President Stanford thanked Ms. Sharifi and requested a motion.

John Dortch made a motion to approve obtaining a loan from LLAC during the 2023-2024 fiscal year, as needed to maintain adequate cash flow, pursuant to promissory note provisions with applicable interest.

Claudette Beck seconded the motion.

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

Roll Call

Carol Stanford	Aye
Barbara Willibrand	Aye
Michael Molloy	Absent
Claudette Beck	Aye
John Dortch	Aye

L. The Board will be asked to approve the updated signers for all bank accounts

Board President Stanford recommended the board re-confirm Jeff Brown, Jeri Vincent, Jeff Martineau and add Shellie Hanes as the school's authorized bank account signers.

Claudette Beck made a motion to approve the updated signers for all bank accounts.

Barbara Willibrand seconded the motion.

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

Roll Call

Claudette Beck	Aye
Michael Molloy	Absent
John Dortch	Aye
Carol Stanford	Aye
Barbara Willibrand	Aye

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

A. Observations and Comments

Jeff Brown reflected on the past school year and congratulated the staff for their hard work. He commented on the good work of the legal and legislative teams. Mr. Brown also thanked Mr. Martineau and Jeri Vincent for their great ideas. Lastly, he thanked the board for their continued support.

Jeri Vincent thanked Mr. Brown for his comments. She thanked the board for continuing their support and praised Ms. Reese and Ms. Unis for their hard work.

Board President Stanford commented on the future of virtual schools and offered words of encouragement to Ms. Reese and Ms. Unis.

Board Secretary Beck thanked the staff and commented on the interest rates. She thanked the finance department.

Board Member Willibrand expressed her appreciation for the detailed reports.

Board Member Molloy thanked everyone for their reports and collaboration.

VIII. Closed Session

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

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code section 54957(b)(1).) Title: Area Superintendent

Claudette Beck made a motion to adjourn open public Board meeting to go into closed session.

John Dortch seconded the motion.

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

Roll Call

Barbara Willibrand	Aye
Carol Stanford	Aye
Michael Molloy	Absent
Claudette Beck	Aye
John Dortch	Aye

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

John Dortch made a motion to adjourn closed session and reconvene to open public Board meeting.

Claudette Beck seconded the motion.

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

Roll Call

Claudette Beck	Aye
John Dortch	Aye
Barbara Willibrand	Aye
Carol Stanford	Aye
Michael Molloy	Absent

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

Board President Stanford stated no action was taken in closed session for PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code section 54957(b)(1).) Title: Area Superintendent

IX. Closing Items

A.

Next Regular Board Meeting Date: September 1, 2023, 10:00am

B. Adjourn Meeting

Claudette Beck made a motion to adjourn the meeting.

John Dortch seconded the motion.

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

Roll Call

Carol Stanford Aye

John Dortch Aye

Barbara Willibrand Aye

Michael Molloy Absent

Claudette Beck Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:09 AM.

Respectfully Submitted,
Claudette Beck

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@missionacademyhs.org. Documents are also available for public inspection at the Meeting Location noted on this agenda.