

Diego Hills Central Public Charter School

Minutes

Operated by Diego Plus Education Corporation

A California Non-Profit Public Benefit Corporation

Date and Time

Thursday June 4, 2020 at 12:00 PM

Location

Conference Line: (661)249-6805 Code: 525676

MEETING LOGISTICS

On March 17, 2020, Governor Newsom issued Executive Order N-29-20 related to the COVID-19 pandemic. The Executive Order allows state bodies covered by the Brown Act to hold public meetings via teleconferencing. The public is encouraged to participate in the meeting telephonically by dialing the conference line listed above and may submit written comments for prior consideration to the board members. Comments can be submitted to vmendoza@dhcentralcharter.org. Public comment on the day of the meeting can also be given 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

Carol Stanford (remote), Chris Sjodin (remote), Ruth Escarcega Newell (remote), Victoria Hancock (remote)

Directors Absent

None

I. Opening Items

A. Call the Meeting to Order

Chris Sjodin called a meeting of the board of directors of Diego Hills Central Public Charter School to order on Thursday Jun 4, 2020 @ 12:00 PM at
Conference Line: (661)249-6805 Code: 525676

Board President Sjodin read aloud the notices regarding meeting logistics and accommodations.

B. Record Attendance and Guests

C. PLEDGE OF ALLEGIANCE

Board Secretary Stanford led the pledge of allegiance.

D. Staff Introductions

Jeff Brown, CEO
Jeri Vincent, Corporate CFO/Secretary
Lindsay Reese, Area Superintendent
Kevin Ogden, Charter Liaison
Jeff Martineau, V.P. of Charter Relations
Lisa Youngflesh-Berlanga, Principal
Gregory Bordo, Legal Counsel
Bill Thompson, Legal Counsel
Adam Miller, Legal Counsel
Guita Sharifi, CFO, LLAC
Claudio Wohl, Sr. V.P. of Finance, LLAC
Michelle Lopez, Legal Counsel, LLAC
Aracely Mayoral, Sr. Director of Finance, LLAC
Dr. John Fox, Director of Accountability, LLAC

E. Approve Agenda for the June 4, 2020, Regular Public Meeting of the Board of Directors.

Victoria Hancock made a motion to approve the agenda for the June 4, 2020, Regular Public Meeting of the Board of Directors.

Ruth Escarcega Newell seconded the motion.

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

Roll Call

Victoria Hancock	Aye
Carol Stanford	Aye
Chris Sjodin	Aye
Ruth Escarcega Newell	Aye

F. Approve Minutes of the April 23, 2020, Regular Public Meeting of the Board of Directors.

Board President Sjodin asked if there were any changes, additions or corrections to the minutes. Hearing none, Board President Sjodin requested a motion to approve the minutes of the April 23, 2020, Regular Public Meeting of the Board of Directors.

Carol Stanford made a motion to approve the minutes from the April 23, 2020, Regular Public Meeting of the Board of Directors. Operated by Diego Plus Education Corporation on 04-23-20.

Victoria Hancock seconded the motion.

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

Roll Call

Chris Sjodin	Aye
Victoria Hancock	Aye
Carol Stanford	Aye
Ruth Escarcega Newell	Aye

II. Closed Session

A. Adjourn open public Board meeting to go into closed session. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION (Gov. Code section 54956.9(d)(2).): (1 matter).

Ruth Escarcega Newell made a motion to adjourn the open public board meeting to go into closed session with legal counsel regarding CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION (Gov. Code section 54956.9(d)(2).): (1 matter).

Victoria Hancock seconded the motion.

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

Roll Call

Victoria Hancock Aye
Chris Sjodin Aye
Carol Stanford Aye
Ruth Escarcega Newell Aye

B. Adjourn closed session and reconvene regular Board meeting.

Carol Stanford made a motion to adjourn the closed session and reconvene open public board meeting.

Victoria Hancock seconded the motion.

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

Roll Call

Carol Stanford Aye
Ruth Escarcega Newell Aye
Chris Sjodin Aye
Victoria Hancock Aye

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

Board President Sjodin reported that no action was taken in closed session.

III. Consent Agenda

A. Consent Agenda

Board Member Newell asked for the revised Mathematics Placement Policy to be removed from the consent agenda for separate discussion and action.

Board President Sjodin asked for a motion to approve consent agenda items 2, 3 and 4.

Victoria Hancock made a motion to approve consent agenda items 2, 3 and 4.

Chris Sjodin seconded the motion.

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

Roll Call

Victoria Hancock Aye
Ruth Escarcega Newell Aye
Chris Sjodin Aye
Carol Stanford Aye

Board Member Newell asked Ms. Reese when would the voluntary math placement waiver be utilized for a student. Ms. Reese explained the process for considering a student who would be eligible and meeting with teachers, parents and students.

Ruth Escarcega Newell made a motion to approve consent agenda item 1, the revised Mathematics Placement Policy.

Carol Stanford seconded the motion.

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

Roll Call

Chris Sjodin Aye
Ruth Escarcega Newell Aye
Victoria Hancock Aye
Carol Stanford Aye

IV. Public Comment

A. Public Comment

Board President Sjodin 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. If you would like to participate in public comment, you must have signed in before the commencement of the meeting. Also, our teleconference line is open to members of the public who wish to participate in public comment. 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. The total time allotted for public comments will not exceed eighteen (18) minutes per agenda item, or ten (10) minutes for non-agenda items. 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 Sjodin 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.

V. School Reports and Information

A. Area Superintendent Update

Lindsay Reese updated the board on the school's current plan to transition back to onsite learning and requested board input. Ms. Reese informed the board that schools in San Diego were approved to move to onsite learning effective May 22, 2020. Ms. Reese stated the school will offer a flexible distance learning program which includes both on-site/in-person modified appointments as well as virtual learning sessions. The school continues to monitor guidelines from federal, state and local public health agencies as well as the San Diego County of Education. Safety modifications are in process to ensure the safety of students and staff, including replacing HVAC filters and will be replaced quarterly, limiting site occupants, socially distanced furniture, acrylic dividers, hand sanitizing stations and products, one-way traffic flows, face masks covering both the mouth and nose, temperature readings, site sanitizing protocols, and staff training.

Ms. Reese explained the school will continue to offer the various modes of virtual and onsite instruction to accommodate each student and their best instructional educational plan.

Ms. Reese noted that measures continue to be implemented to ensure the success of virtual learning, including purchasing of 550 laptops and 340 hotspots have been requested through the State, making available all curriculum on digital platforms, training staff, and creating elective courses to help students process the trauma and emotion of the COVID-19 pandemic.

Ms. Reese thanked the school's Principal Lisa Yougflesh-Berlanga for her hard work and dedication in developing the transition plan.

Board Secretary Stanford thanked Ms. Reese for the thorough onsite transition plan.

Board Member Hancock inquired about the school's protocols if an individual who attended the center later tested positive for COVID-19. Ms. Reese explained the protocols of the school which include contact tracing, quarantine, and any other recommended health and safety procedures.

Board Member Newell asked if the center would be cleaned every evening and Ms. Reese confirmed nightly cleaning is part of the school's procedures.

Board President Sjodin thanked Ms. Reese for her comprehensive update.

B. Authorizer Oversight and Audit Update

Lindsay Reese informed the board that on May 22, 2020, the school received the draft oversight report prepared by the Small School District Association on behalf of the authorizer, Dehesa ESD. Ms. Reese stated the school appreciated the feedback to help the school improve and strengthen the program. Ms. Reese also discussed the school's May 29, 2020 response to the authorizer's draft oversight report to address a few areas for corrections and additional information needed. Ms. Reese informed the board that the school anticipates the Dehesa ESD board members will present the final oversight reports during Dehesa's Regular Board Meeting on June 11, 2020.

C. Report on Mathematics Placement Results

Lindsay Reese provided the board background information on the Mathematics Placement Act of 2015 and reviewed the requirements of the board's adopted Mathematics Placement Policy. Ms. Reese reported that for this year's annual report, the school is pleased to report that all but two of our 9th grade students progressed in their mathematics courses. Although two students were held back, we have determined that this decision was based on objective performance data that shows no disproportionate impact based on the student's subgroup characteristics. We will continue to evaluate this data and report to the board next year pursuant to the Board's policy.

Board Member Newell asked how many 9th graders were included in the population and Ms. Reese replied there were seventy 9th grade students and all but two students progressed in their mathematics courses.

D. Finance Update

Jeri Vincent informed the board that the corporation's annual 990 federal tax return filing due date is July 15, 2020 and a copy will be provided to each board member prior to officially filing the 990 federal tax return. Ms. Vincent provided an introduction of the upcoming action item for a credit agreement with Hanmi Bank for a line of credit. Ms. Vincent also informed the board members that the school has received the Paycheck Protection Program funding.

VI. Action Items

A. The Board will be asked to confirm its acknowledgement that Chris Sjodin, Carol Stanford, Ruth Escarcega Newell and Victoria Hancock have been reappointed as members of the Board of Directors by Educational

Advancement Corporation, the sole member of Diego Plus Education Corporation, for the term July 1, 2020 through June 30, 2021.

Board President Sjodin informed the board of the recent action taken by Educational Advancement Corporation (EAC) to reappoint all current board members for the term of July 1, 2020 through June 30, 2021.

Board President Sjodin announced his resignation from the board effective June 30, 2020 and asked for a motion to amend the action to be taken by the governing board to remove Chris Sjodin and to be stated as: "The Board will be asked to confirm its acknowledgement that Carol Stanford, Ruth Escarcega Newell and Victoria Hancock have been reappointed as members of the Board of Directors by Educational Advancement Corporation, the sole member of Diego Plus Education Corporation, for the term July 1, 2020 through June 30, 2021."

Chris Sjodin made a motion to confirm its acknowledgement that Carol Stanford, Ruth Escarcega Newell and Victoria Hancock have been reappointed as members of the Board of Directors by Educational Advancement Corporation, the sole member of Diego Plus Education Corporation, for the term July 1, 2020 through June 30, 2021.

Victoria Hancock seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Chris Sjodin Aye
Carol Stanford Aye

Victoria Hancock Aye

Ruth Escarcega Newell Aye

Board President Sjodin then asked for a motion to approve agenda action Item VI.A. to confirm the board members' acknowledgement of the action taken by Educational Advancement Corporation of the reappointment of board members and terms.

Carol Stanford made a motion to confirm the board's acknowledgement that Carol Stanford, Ruth Escarcega Newell and Victoria Hancock have been reappointed as members of the Board of Directors by Educational Advancement Corporation, the sole member of Diego Plus Education Corporation, for the term July 1, 2020 through June 30, 2021.

Ruth Escarcega Newell seconded the motion.

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

Roll Call

Chris Sjodin Aye

Carol Stanford Aye

Victoria Hancock Aye

Ruth Escarcega Newell Aye

B. The Board is asked to approve temporary changes to the Charter Hardship Waiver Policy for students who are overage and credit deficient and at risk for not graduating due to circumstances related to COVID-19. The temporary changes to the Charter Hardship

Waiver Policy will be applied to seniors in the class of 2020, including those seniors in the summer of 2020.

Lindsay Reese informed the board that due to challenges related to the COVID-19 pandemic affecting some students, school staff have identified the need for temporary changes to the Charter Hardship Waiver Policy for students who are overage and credit deficient and at-risk for not graduating. Ms. Reese explained that for seniors in the class of 2020 (inclusive of summer 2020 graduates), the total number of credits required to graduate high school may be reduced from 230 credits to 130 credits, as determined on a case-by-case basis. Ms. Reese recommended the board approve temporary changes to the Charter Hardship Waiver Policy.

Board Secretary Stanford asked for the number of students impacted by the change and Ms. Reese explained the process and reasons why this policy would be utilized.

Ruth Escarcega Newell made a motion to approve temporary changes to the Charter Hardship Waiver Policy for students who are overage and credit deficient and at risk for not graduating due to circumstances related to COVID-19. The temporary changes to the Charter Hardship Waiver Policy will be applied to seniors in the class of 2020, including those seniors in the summer of 2020.

Chris Sjodin seconded the motion.

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

Roll Call

Chris Sjodin Aye

Ruth Escarcega Newell Aye

Carol Stanford Aye

Victoria Hancock Aye

C. The Board will be asked to re-authorize approved bank account signers to conduct necessary banking matters.

Jeri Vincent recommended that the board approve the removal of Patrick Hill as an authorized bank signer and re-authorize the approved bank account signers: Jeff Brown, Jeri Vincent, Jeff Martineau, and Caprice Young.

Board President Sjodin confirmed the signers and then asked for a motion to approve the bank account signers.

Ruth Escarcega Newell made a motion to approve the re-authorization of approved bank account signers to conduct necessary banking matters.

Victoria Hancock seconded the motion.

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

Roll Call

Victoria Hancock	Aye
Carol Stanford	Aye
Ruth Escarcega Newell	Aye
Chris Sjodin	Aye

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

Lindsay Reese asked the board to re-authorize the officers of the corporation to award discretionary incentives to employees at various and sundry times. Ms. Reese stated the incentives are discretionary and will be determined based on the current budget and financials of the school.

Board President Sjodin asked for confirmation this has occurred in previous school years and Ms. Reese confirmed that is correct.

Carol Stanford made a motion to approve the re-authorization of the officers of the corporation to award discretionary incentives to employees at various sundry times.

Ruth Escarcega Newell seconded the motion.

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

Roll Call

Ruth Escarcega Newell	Aye
Victoria Hancock	Aye
Chris Sjodin	Aye
Carol Stanford	Aye

E. The Board will be asked to approve the correction of a typographical error on the June 30, 2019, Annual Audit Report for the school.

Lindsay Reese introduced Guita Sharifi to discuss the typographical correction. Ms. Sharifi informed the board of a typographical error on the June 30, 2019 audit report on page 22 of the original audit report which was corrected and re-submitted to correct the error.

Victoria Hancock made a motion to approve the correction of a typographical error on the June 30, 2019, Annual Audit Report for the school.

Chris Sjodin seconded the motion.

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

Roll Call

Chris Sjodin	Aye
Victoria Hancock	Aye
Carol Stanford	Aye
Ruth Escarcega Newell	Aye

F. The Board will be asked to approve the request for loan forgiveness of the Small Business Association Payroll Protection Program (PPP).

Ms. Sharifi reminded the board that the Paycheck Protection Program (PPP) loan was funded by the Small Business Administration through Hanmi Bank on May 8, 2020. Ms. Sharifi explained the process of required documentation and that the eligible amount for loan forgiveness is to be determined and approved by Hanmi bank. Ms. Sharifi stated the balance of the loan after forgiveness will remain as a loan to support the school's cash reserves due to budget cuts, deferrals, and future economic uncertainties with an interest rate of one percent.

Board Member Newell and Guita Sharifi discussed the school's 2020-21 projected ADA and financial changes due to the current economic climate.

Carol Stanford made a motion to approve the request for loan forgiveness of the Small Business Administration Paycheck Protection Program (PPP).

Ruth Escarcega Newell seconded the motion.

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

Roll Call

Carol Stanford	Aye
Chris Sjodin	Aye
Ruth Escarcega Newell	Aye
Victoria Hancock	Aye

G. The Board will be asked to approve the Local Control Funding Formula (LCFF), which drives the primary source of revenue for the charter school.

Jeri Vincent informed the board members that LCFF funding is the primary source of the school revenue and requested Claudio Wohl to provide additional information to the board. Mr. Wohl explained that the LCFF determines the funding for charter schools, creates funding targets based on students' characteristics, and is essential to budget and LCAP development. Mr. Wohl further explained the LCFF for fiscal year 2020-21 will provide a total of \$4,630,895 of revenue. This total includes base funding that depends exclusively on ADA by grade span of (\$3,875,712 or 84% of total LCFF funding) and supplemental and concentration funding of (\$755,183 or 16% of total LCFF funding) that is determined by the number of pupils the school serves that are identified as low income, foster children, English Learners, or homeless.

Victoria Hancock made a motion to approve the Local Control Funding Formula (LCFF), which drives the primary source of revenue for the charter school.

Chris Sjodin seconded the motion.

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

Roll Call

Ruth Escarcega Newell	Aye
Victoria Hancock	Aye
Chris Sjodin	Aye
Carol Stanford	Aye

H. The Board will be asked to approve the Education Protection Account spending determinations.

Jeri Vincent stated 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. Vincent introduced Claudio Wohl, who directed the board to the budget and reviewed the EPA revenue for school year 2019-20 will receive EPA revenue of \$144,786 and estimated revenue of \$87,800 for school year 2020-21 based on the latest LCFF calculator and informed the board all funds will be spent on instruction. Mr. Wohl recommended the board take action to approve the EPA spending determinations.

Carol Stanford made a motion to approve the Education Protection Account spending determinations.

Victoria Hancock seconded the motion.

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

Roll Call

Carol Stanford	Aye
Chris Sjodin	Aye
Victoria Hancock	Aye
Ruth Escarcega Newell	Aye

I. The Board will be asked to approve the Budget for the 2020-21 fiscal year and the COVID-19 Operations Written Report.

Lindsay Reese informed the board of Governor Newsom's issuance of Executive Order N-56-20 on April 22, 2020, which extends the deadline to adopt the LCAP and Budget Overview for Parents to December 15, 2020, on the condition that the governing board adopts a COVID-19 Written Operations Report by July 1, 2020. Ms. Reese explained the Report must be adopted at the same meeting as the school budget and sent to the school's authorizer and county office of education, and posted on the homepage of the school

website. The Report describes the programmatic changes that were made in response to the COVID-19 emergency and the major impacts of school closure on students and families. This report meets the requirements by describing how we are meeting the needs of unduplicated students; steps taken to continue support the delivery of high-quality distance learning; how we provide school meals in non-congregate settings; and arrange for the supervision of students during school hours.

Ms. Reese then invited Aracely Mayoral to report on the school's 2020-21 budget. Ms. Mayoral explained that there were challenges in preparing the school's budget due to the COVID-19 pandemic and its financial impact to the state budget and school funding. Due to the Governor's May budget revision and recommendations from FCMAT, the school's budget includes a reduction of LCFF funding determined by a negative COLA of 7.5%. Ms. Mayoral reported that some actions have been taken to adjust for the reduction of funding rates, including the review of staffing needs and identifying discretionary expenditures to be reduced, delayed, or even eliminated. Ms. Reese is monitoring the school's spending and preparing for closer financial oversight to ensure the school remains fiscally sound. Ms. Mayoral discussed the school's projected ADA, LCFF revenue, Federal SPED revenue, mandated block funds, and lottery funds. Ms. Mayoral also explained the expenditure assumptions, reviewed the school's projected excess revenue, and the school's total projected ending funding balance. Ms. Mayoral then discussed the school's preparation for the cash deferrals to begin June 2020 and the impact to the apportionment payments in April, May, and June 2021, which will cause a 90-day delay in payments putting significant pressure on the school's cash flow with the deferral of approximately 27% of the school's payments. Finally, Ms. Mayoral stated Ms. Reese, with the support of the finance team, are monitoring cash on a weekly basis and preparing to delay discretionary purchases or services based on the school's cash conditions.

Board Member Newell inquired about layoffs that have or will occur. Ms. Reese explained staff changes have been occurring due to attrition and to ensure the school is appropriately staffed.

Board Member Newell, Ms. Reese and the LLAC finance team further discussed specific budget expenditure line items and the capitalization of equipment.

Carol Stanford made a motion to approve the Budget for the 2020-21 fiscal year and the COVID-19 Operations Written Report.

Victoria Hancock seconded the motion.

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

Roll Call

Carol Stanford	Aye
Chris Sjodin	Aye
Ruth Escarcega Newell	Aye
Victoria Hancock	Aye

J. The Board will be asked to approve in principle the school's application for Title I funds, with final decision-making authority delegated to the Area Superintendent and Corporate Officers to submit the Federal Addendum to receive Title I funds for the 2020-21 fiscal year.

Lindsay Reese informed the board of the school's interest in applying for Title I funding through the Every Student Succeeds Act. Ms. Reese explained the purpose and use of Title I funding and explained that the exact amount the school will receive next year will depend on the amount allotted to the state of California in the next few months. Ms. Reese directed the board to the Federal Addendum included in the board packet and explained the reporting and filing process. Ms. Reese recommended the board approve in principle the school's application for Title I funds, with final decision-making authority delegated to the Area Superintendent and Corporate Officers to submit the Federal Addendum to receive Title I funds for the 2020-2021 fiscal year.

Board Member Newell asked Ms. Reese about any issues in meeting the federal guidelines for receiving Title I funds. Ms. Reese introduced Dr. John Fox who explained the school will have a dedicated Title I coordinator to track the operational, educational and financial item and ensure the school's compliance with the support of the Area Superintendent and the support services of LLAC.

Ruth Escarcega Newell made a motion to approve in principle the school's application for Title I funds, with final decision-making authority delegated to the Area Superintendent and Corporate Officers to submit the Federal Addendum to receive Title I funds for the 2020-21 fiscal year.

Chris Sjodin seconded the motion.

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

Roll Call

Carol Stanford	Aye
Ruth Escarcega Newell	Aye
Chris Sjodin	Aye
Victoria Hancock	Aye

K. The Board will be asked to approve the Consolidated Application process and submission for all reports required for the 2020-2021 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, from mid-May to the end of June, 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 2020-21 school year.

Carol Stanford made a motion to approve the Consolidated Application process and submission for all reports required for the 2020-2021 school year.

Victoria Hancock seconded the motion.

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

Roll Call

Victoria Hancock	Aye
Chris Sjodin	Aye
Ruth Escarcega Newell	Aye
Carol Stanford	Aye

L. The Board will be asked to authorize the selling of receivables to an experienced and reputable financier of receivables, if needed, to maintain adequate cash flow.

Jeri Vincent informed the board that selling receivables is a financing mechanism for short-term cash flow, if needed and as a last resource of financing for the school. Ms. Vincent then introduced Claudio Wohl who further explained this financing option has an average interest rate of 15%-18% and would be a last resource if the school required immediate short term cash flow assistance.

Chris Sjodin made a motion to approve the authorization of the selling of receivables to an experienced and reputable financier of receivables, if needed, to maintain adequate cash flow.

Carol Stanford seconded the motion.

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

Roll Call

Victoria Hancock	Aye
Chris Sjodin	Aye
Carol Stanford	Aye
Ruth Escarcega Newell	Aye

M. The Board will be asked to obtain a line of credit from Hanmi bank, if needed, to maintain adequate cash flow.

Ms. Vincent explained the school has used receivable financing, which has a higher interest rate and the school now has the opportunity to obtain financing through Hanmi Bank for a line of credit at a lower rate and the current interest rate is Prime plus 0.5%. Ms. Vincent informed the board members the school is recommending the board to approve the application for a line of credit with Hanmi Bank and if approved, will only be used if needed.

Board Member Newell asked about the approximate amount being requested and Ms. Vincent stated the amount will be determined by Hanmi Bank.

Victoria Hancock made a motion to approve the school to obtain a line of credit from Hanmi bank, if needed, to maintain adequate cash flow.

Carol Stanford seconded the motion.

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

Roll Call

Chris Sjodin	Aye
Victoria Hancock	Aye
Carol Stanford	Aye
Ruth Escarcega Newell	Aye

N. The Board will be asked to approve obtaining a loan from LLAC during the 2020-21 fiscal year, pursuant to a promissory note with interest.

Jeri Vincent stated that Lifelong Learning Administration Corporation (LLAC) offers short term borrowing to support the school when necessary for a maximum limit of \$3,000,000 at an interest rate of four percent. Ms. Vincent further explained the amount is a maximum and the school may utilize it entirely, and further emphasized this is an alternative short term financing option for the school to meet short term cash flow needs if needed.

Board President Sjodin and Ms. Vincent discussed the current prime rate and the rate of four percent was fair and reasonable.

Victoria Hancock made a motion to approve obtaining a loan from LLAC during the 2020-21 fiscal year, pursuant to a promissory note with interest.

Carol Stanford seconded the motion.

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

Roll Call

Chris Sjodin	Aye
Carol Stanford	Aye
Ruth Escarcega Newell	Aye
Victoria Hancock	Aye

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

A. Observations and Comments

Jeff Brown recognized Ms. Reese and her team's dedication and incredible job in serving students during this crisis. Mr. Brown also expressed his sadness regarding Board President Sjodin's resignation and thanked him for his service as a governing board member and supporter of the school's mission.

Board President Sjodin thanked Lindsay Reese for her leadership during this crisis and all of the prior challenges the school has endured. He also thanked the entire legal team for all their support during this time.

Board Secretary Stanford and Board Member Hancock thanked Board President Sjodin for his service and leadership.

Lindsay Reese thanked Mr. Brown and also expressed her gratitude and respect for Board President Sjodin and thanked him for all of his support and service.

VIII. Closing Items

A. Adjourn Meeting

Ruth Escarcega Newell made a motion to adjourn the meeting.

Carol Stanford seconded the motion.

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

Roll Call

Victoria Hancock Aye

Ruth Escarcega Newell Aye

Chris Sjodin Aye

Carol Stanford Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:45 PM.

Respectfully Submitted,
Carol Stanford

Accommodations. 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 vmendoza@dhcentralcharter.org.