

# Diego Hills Central Public Charter School

## Minutes

### Regular Board Meeting

Operated by Diego Plus Education Corporation, A California Non-Profit  
Public Benefit Corporation

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#### Date and Time

Thursday October 14, 2021 at 5:00 PM

#### Location

The meeting can be viewed at:

[https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F\\_%23%2F%2Fmeetup-join%2F19%3Ameeting\\_MDYxYTcxZmQtOTA2NC00NDVILTk4ODctOTA2Y2M5ZjgyOTV%40thread.v2%2F0%3Fcontext%3D%257b%2522Tid%2522%253a%2522c33f6d28-3425-42a7-8827-d21f10bb2e83%2522%252c%2522Oid%2522%253a%2522ef40ee82-e832-4399-b0e7-9634b26b223e%2522%257d%26anon%3Dtrue&type=meetup-join&deeplinkId=3e5ca87f-3842-40b7-8867-0c60abe650d9&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true](https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2F%2Fmeetup-join%2F19%3Ameeting_MDYxYTcxZmQtOTA2NC00NDVILTk4ODctOTA2Y2M5ZjgyOTV%40thread.v2%2F0%3Fcontext%3D%257b%2522Tid%2522%253a%2522c33f6d28-3425-42a7-8827-d21f10bb2e83%2522%252c%2522Oid%2522%253a%2522ef40ee82-e832-4399-b0e7-9634b26b223e%2522%257d%26anon%3Dtrue&type=meetup-join&deeplinkId=3e5ca87f-3842-40b7-8867-0c60abe650d9&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true)

Or call in for Audio only:

Conference Line: (657) 207-0015, Code: 520 499 191#

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#### 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@dhcentralcharter.org](mailto:publiccomments@dhcentralcharter.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.

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#### Directors Present

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

#### Directors Absent

None

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### I. Opening Items

#### A. Call the Meeting to Order

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

Ruth Escarcega Newell called a meeting of the board of directors of Diego Hills Central Public Charter School to order on Thursday Oct 14, 2021 at 5:00 PM.

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

**C. Pledge of Allegiance**

Board Secretary Stanford led the pledge of allegiance.

**D. Staff Introductions**

Jeff Brown, CEO  
Jeri Vincent, Corporate Secretary  
Lindsay Reese, Area Superintendent  
Lisa Youngflesh, Principal  
Kevin Ogden, Charter Liaison  
Jeff Martineau, V.P. of Charter Relations  
Jaqueline Reynoso, Potential Board Member  
Jessica McKenna, School Counselor  
Bill Thompson, Legal Counsel  
Guita Sharifi, CFO, LLAC  
Michelle Lopez, Legal Counsel, LLAC

**E. Adopt Resolution Continuing Board of Directors' Authority to Hold Virtual or Teleconference Meetings Pursuant to Assembly Bill 361**

Board President Newell 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. Board President Newell directed the board members to the resolution located in their packet and recommended the board approve the Resolution Continuing Board of Directors' Authority to Hold Virtual or Teleconference Meetings Pursuant to Assembly Bill 361.

Carol Stanford made a motion to adopt Resolution Continuing Board of Directors' Authority to Hold Virtual or Teleconference Meetings Pursuant to Assembly Bill 361. Victoria Hancock seconded the motion. The board **VOTED** to approve the motion.

**Roll Call**

Carol Stanford	Aye
Victoria Hancock	Aye
Ruth Escarcega Newell	Aye

**F. Approve Agenda for the October 14, 2021, Regular Public Meeting of the Board of Directors**

Victoria Hancock made a motion to approve Agenda for the October 14, 2021, Regular Public Meeting of the Board of Directors.  
Carol Stanford seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

Ruth Escarcega Newell Aye  
Carol Stanford Aye  
Victoria Hancock Aye

**G. Approve Minutes of the August 26, 2021, Regular Public Meeting of the Board of Directors**

Carol Stanford made a motion to approve the minutes from Regular Board Meeting on 08-26-21.  
Victoria Hancock seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

Victoria Hancock Aye  
Carol Stanford Aye  
Ruth Escarcega Newell Aye

**II. Consent Agenda**

**A. Consent Agenda Items**

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

Victoria Hancock made a motion to approve consent agenda items.  
Ruth Escarcega Newell seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

Carol Stanford Aye  
Victoria Hancock Aye  
Ruth Escarcega Newell Aye

**III. Public Comment**

**A. Public Comment**

Board President Newell 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 Newell 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. Area Superintendent Update**

Lindsay Reese greeted the board and introduced school counselor Jessica McKenna.

Jessica McKenna then introduced a student who shared her story and success at Diego Hills Central.

Lindsay Reese thanked the student for sharing her story. She then provided the board with updates on the following topics:

- Dehesa ESD: Ms. Reese and staff have responded to the follow-up questions from the DESD May 2021 oversight visit and DESD is pleased with the progress Diego Hills Central has made since the prior oversight visit. Ms. Reese then discussed the 2021-22 oversight visit notice received from DESD, which has been provided to the board for their review. Ms. Reese will keep the board updated on the progress of the upcoming oversight visit.
- COVID-19: The school is preparing for the October 15th mandate requiring all school employees to provide proof of vaccination or weekly COVID testing. Ms. Reese then discussed the new mandate requiring students to be vaccinated for in-person instruction effective July 1, 2022.
- Legislation: Ms. Reese discussed Assembly Bill 167 that was recently signed into law on September 23, 2021, requiring schools to offer synchronous instruction to students in grades 4-12. AB 167 provides additional clarification to Assembly Bill 130. Ms. Reese informed the board the school was already following most of the new mandates and is currently clarifying and updating procedures and documentation to be in full compliance.
- Facilities: The Learning Center sign should be installed by the end of the month.

Board President Newell asked Ms. Reese to send the board a picture of the building once the sign has been installed.

Board Secretary Stanford thanked Ms. Reese for including a student to share her story.

##### **B. Principal Update**

Lisa Youngflesh greeted the board and thanked the student for sharing with the board. She then provided the following updates:

- Teachers and students are excited to be returning to in-person learning in a safe manner.
- All subject are offering virtual core-pods and they are seeing lots of success.
- In addition to Read 180, Math 180 has launched.
- Graduation Rate was 78%, exceeding their goal of 70%.
- Counselors have developed a calendar of events for students to participate in, including a career series. Other workshops to support social and emotional wellbeing are also available.

- Lastly, the WASC visit was a huge success. The team was very impressed with everything being offered to students.

Board Secretary Stanford thanked Ms. Youngflesh for her report.

Board President Newell praised staff for implementing the virtual core-pods.

Ms. Reese added there have been some positive outcomes from COVID, including the virtual core-pods.

### **C. Finance Update**

Guita Sharifi directed the board to the Hanmi Bank Rotating Line of Credit (RLOC) financial update and reviewed the school's credit amount including the current interest rate expiration date, the current RLOC withdrawal amount, and the RLOC covenants ratios. Ms. Sharifi then discussed the status of the June 30, 2021 annual audit report and the extended due date of January 31, 2022, and the board will be provided a presentation of the audit report during the January 2022 regular board meeting.

Board President Newell thanked Ms. Sharifi for her report.

### **D. School Year 2020-2021 Vendor List**

Lindsay Reese directed the board to the 2020-2021 school year vendor list located in their board package. Ms. Reese explained this is a list of all vendors for the 2020-2021 school year and includes a brief description of services for the board's review. Ms. Reese further explained the list includes vendors who provide varying services including professional development, technology, health care benefits, etc.

Board President Newell thanked Ms. Reese for the updated list.

### **E. Updated 2021-2022 Board Meeting Calendar**

Board President Newell directed the board to the updated 2021-2022 regular board meeting calendar for the remainder of the school year. Jeff Martineau then updated the board of the additional regular board meeting has been scheduled for November 8 at 5:00pm.

Board President Newell thanked Mr. Martineau for the updated board meeting date.

## **V. Action Items**

### **A. The Board will consider the designation of Jacqueline Reynoso to serve on the Board of Directors for a term through June 30, 2022**

Lindsay Reese re-introduced Jacqueline Reynoso to the Board of Directors. Ms. Reynoso provided background information on her experience and interest in serving on the board. Ms. Reynoso then recused herself from the meeting. Board members discussed Ms. Reynoso's appointment and complimented her experience and qualifications.

Victoria Hancock made a motion to approve the designation of Jacqueline Reynoso to serve on the Board of Directors for a term through June 30, 2022.

Carol Stanford seconded the motion.

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

**Roll Call**

Victoria Hancock Aye

Carol Stanford Aye

Ruth Escarcega Newell Aye

Board Member Hancock and Board Secretary Stanford welcomed Ms. Reynoso to the board.

**B. The Board will be asked to approve the personnel action report**

Lindsay Reese directed the board to the August and September personnel action report located in their board packet. Ms. Reese noted that the school had one hire, a Paraprofessional, one resignation, an Educational Specialist (SPED) and one reassignment, a teacher. Ms. Reese then asked the board to approve the personnel action report.

Carol Stanford made a motion to approve the personnel action report.

Victoria Hancock seconded the motion.

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

**Roll Call**

Ruth Escarcega Newell Aye

Victoria Hancock Aye

Carol Stanford Aye

Jacqueline Reynoso Aye

**VI. Closed Session**

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

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

Victoria Hancock made a motion to adjourn open public Board meeting to go into closed session.

Carol Stanford seconded the motion.

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

**Roll Call**

Carol Stanford Aye

Victoria Hancock Aye

Ruth Escarcega Newell Aye

Jacqueline Reynoso Aye

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

Board President Newell reported that the Board unanimously voted to adjourn the closed session and resume the public board meeting.

Jacqueline Reynoso made a motion to adjourn closed session and reconvene to open Board meeting.

Carol Stanford seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

Ruth Escarcega Newell Aye  
Carol Stanford Aye  
Victoria Hancock Aye  
Jacqueline Reynoso Aye

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

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

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

**A. Observations and Comments**

Jeff Brown praised Ms. Reese for all of her hard work with managing the COVID vaccines and testing mandates. He expressed his gratitude to the student for sharing her story.

Jeri Vincent welcomed Jacqueline Reynoso to the board. She praised Ms. Reese for all of her dedication and passion. Ms. Vincent thanked the board for their dedication as well.

Board President Newell welcomed Jacqueline Reynoso to the board.

**VIII. Closing Items**

**A. Next Regular Board Meeting Date: December 9, 2021, 5:00pm**

Board President Newell reminded the board the next board meeting has been scheduled for November 8, 2021.

**B. Adjourn Meeting**

Victoria Hancock made a motion to adjourn the meeting.  
Carol Stanford seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

Victoria Hancock Aye  
Carol Stanford Aye  
Ruth Escarcega Newell Aye  
Jacqueline Reynoso Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:17 PM.

Respectfully Submitted,  
Carol Stanford

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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@dhcentralcharter.org](mailto:publiccomments@dhcentralcharter.org).