

Diego Hills Central Public Charter School

Minutes

Regular Board Meeting

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

Date and Time

Thursday April 21, 2022 at 5:00 PM

Location

Location:

https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2F%2Fmeetup-join%2F19%3Ameeting_NDExOTI2N2QtMWM1My00MmJlLWFiNDgtY2I1MzZiYjMwOTNh%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=f18d4c30-b17c-4285-b72c-a3f4ab672f76&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true

Or call in for Audio only:

Conference Line: (657) 207-0015 Code: 919 966 21#

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. The public may also provide comments telephonically during the "Public Comment" section of the meeting agenda.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Please see the "Accommodations" notice below.

Directors Present

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

Directors Absent

None

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 Apr 21, 2022 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

Jeri Vincent, Corporate Secretary
Lindsay Reese, Area Superintendent
Lisa Youngflesh, Principal
Tammy Friedeck, Assistant, Principal
Jeff Martineau, V.P. of Charter Relations
Jessica Belsano, Teacher
Bill Thompson, Legal Counsel
Guita Sharifi, CFO, LLAC
Michelle Lopez, Legal Counsel, LLAC
Heather Stuve, Director of Special Education, LLAC

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

Jeff Martineau discussed Assembly Bill 361, signed by Governor Newsom on September 16, 2021, and explained that the law exempts the board from certain provisions of the Brown Act related to teleconference meetings during states of emergency, as long as the Board makes required findings as detailed in the law. Under AB 361, boards that would like to continue to meet remotely must determine by majority vote whether, as a result of the state of emergency, meeting in person would present imminent risks to the health or safety of attendees. Mr. Martineau directed the board members to the resolution located in their packet and recommended the board approve the Resolution Continuing Board of Directors' Authority to Hold Virtual or Teleconference Meetings Pursuant to Assembly Bill 361.

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

Roll Call

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

F. Approve Agenda for the April 21, 2022, Regular Public Meeting of the Board of Directors

Victoria Hancock made a motion to approve Agenda for the April 21, 2022, Regular Public Meeting of the Board of Directors. Carol Stanford seconded the motion.

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

Roll Call

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

G. Approve Minutes of the March 3, 2022, Regular Public Meeting of the Board of Directors

Victoria Hancock made a motion to approve the minutes from Regular Board Meeting on 03-03-22.

Ruth Escarcega Newell seconded the motion.

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

Roll Call

Victoria Hancock	Aye
Carol Stanford	Absent
Jacqueline Reynoso	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.

Jacqueline Reynoso made a motion to approve the consent agenda items.

Victoria Hancock seconded the motion.

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

Roll Call

Ruth Escarcega Newell	Aye
Jacqueline Reynoso	Aye
Carol Stanford	Absent
Victoria Hancock	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. Principal Update

Lisa Youngflesh greeted the board and introduced Jessica Belsano. Ms. Belsano introduced a student who shared his success story with the board.

Ms. Youngflesh thanked the student for sharing her story and provided updates on the following topics:

Academic and School Updates

- State testing: Completion of ELPAC testing and CAASPP testing is in progress.
- Saturday school has benefited working students and graduating seniors' credit completion.

Demographics

- Current student demographics: 82% Socioeconomically Disadvantaged, 20% SPED, 18% ELL, 8% Homeless, 1% Foster Youth and 51% are 18 years and older.

Accountability

- 89% student utilization and 94% of students are NWEA tested upon enrollment

Counseling Services

- Each semester school counselors host a 5-6 week College & Career Class for students that focuses on options after high school. Students explore the differences between community colleges, universities, trade schools and the military.

Graduation

- June 10 at 10:00 a.m. at Spreckels Organ Pavilion in Balboa Park.

Partnership Update

- The school held an open house with WIOA partner ACCESS who presented the various opportunities and support services available to students.

Community Outreach

- On April 23 from 10:00am-2:00pm, a Spring Love event will be held, hosted by the school and community partner City Heights. The event will focus on health and wellness, workforce development, and summer camps and will offer students the opportunity to participate in pre-college experiences.

Board President Newell asked if Saturday school is open to all students or just seniors. Ms. Youngflesh informed the board it is open to all students, they just need to sign up in advance.

B. Area Superintendent Update

Lindsay Reese provided the board with updates on the following topics:

- **Enrollment and Graduation Update:** The school currently has 348 students enrolled, representing an 11% increase in enrollment from last month. 67 students have graduated since July 2021, and a year to date 1-year graduation cohort rate of 73%. Graduation will be held on June 10 at the Spreckels Organ Pavilion in Balboa Park.
- **Dehesa Oversight Update:** The school is in the process of the various department oversight visits and is currently responding to additional requests from the members of the Dehesa oversight team related to the oversight visit. Ms. Reese expressed her appreciation for the oversight team's recommendations and the process is becoming smoother each year. The Dehesa oversight report will be finalized and presented to the Dehesa School governing board in June.
- **COVID:** The Health Resources and Services Administration (HRSA) COVID-19 Uninsured Program has been discontinued. Despite this change in funding, schools are still required to conduct weekly surveillance testing for unvaccinated employees. The school's COVID test provider, IMD, is providing a 50% discount to any uninsured individual. California health officials announced on April 14th that the state will delay its COVID-19 vaccine mandate for students until at least July 2023. As a reminder, the mask mandate in schools was lifted effective March 11, 2022. The California Department of Public Health currently strongly recommends continuing to mask indoors in school settings. With the mask mandate lifted, the school has seen a positive increase in student attendance.
- **Legislative Updates:** Ms. Reese discussed several proposed laws the school is monitoring and will keep the board updated.
- **Other Updates:** Starting May 1, anyone aged 18 and under can ride transit for free as part of the SANDAG Youth Opportunity Pass pilot program. Students will need to sign up for the Youth PRONTO app account or card to get unlimited rides on the bus, Trolley, COASTER, and SPRINTER through June 30, 2023.

Board President Newell asked how long the bus passes will be free. Ms. Reese informed the board they are free for one year, ending June 30, 2023.

C. Finance Update

Guita Sharifi directed the board to the Hanmi Bank Rotating Line of Credit (RLOC) financial update included in the board packet and reviewed the school's credit amount including the current interest rate of 4.00%, the November 3, 2022 expiration date, the current RLOC withdrawal amount of \$0 (zero dollars), and the RLOC covenants ratios as of March 31, 2022.

Board President Newell thanked Ms. Sharifi for the update.

D. CDE Notification of 2020-21 Annual Determination Pursuant to the Individuals with Disabilities Education Act and Selection for 2022 Special Education Monitoring Activities

Heather Stuve explained that the California Department of Education (CDE) is required to make an annual determination on the performance and compliance data of each local educational agency (LEA) through the Performance Indicator Review process. Ms. Stuve then explained the CDE has introduced the Compliance and Improvement Monitoring (CIM) Process to replace the previous monitoring activities such as the Special Education Plan. Ms. Stuve informed the board the school received a Compliance Only performance monitoring level for the 2022 school year.

Finally, Ms. Stuve discussed how the school will be monitoring and addressing these areas.

Board President Newell thanked Ms. Stuve for her report.

E. Area Superintendent Performance Review Timeline Update for the 2021-2022 School Year

Jeff Martineau directed the board to the summary page and board-approved 2021-2022 Area Superintendent Performance Evaluation Tool. Mr. Martineau reviewed with the board the performance review process and timeline, and reminded the board the Area Superintendent evaluation is scheduled to occur during the August 2022 regular board meeting during closed session. Mr. Martineau then directed the board to Ms. Reese, who discussed when the board will receive the Area Superintendent's school data and goals for the 2021-2022 school year in advance of the August 2022 regular board meeting.

Board President Newell thanked Mr. Martineau and Ms. Reese.

V. Action Items

A. 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:

- Minor spacing and formatting corrections
- Three purchase order quotes for any purchases more than \$50,000 – an increase from the previous procedure of \$25,000
- ACH withdrawal procedures and controls
- Monthly check register review by a school official
- Any purchase order greater than \$25,000 requires two signatures, one of whom must be a Board Member, the second being the Area Superintendent or Corporate Officer

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

Carol Stanford made a motion to approve the revised Charter School Accounting Manual.

Victoria Hancock seconded the motion.

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

Roll Call

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

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

Lindsay Reese directed the board to the March 2022 personnel action report located in their board packet. Ms. Reese noted that the school had no new hires, terminations, or reassignments for the month of March. Ms. Reese then asked the board to approve the personnel action report.

Victoria Hancock made a motion to approve the personnel action report.

Carol Stanford seconded the motion.

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

Roll Call

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

C. The Board will be asked to approve the Declaration of Need (DON) forms as a prerequisite to the issuance of an emergency permit and/or limited assignment permit for teachers at the School for the 2022-2023 School Year per California Code of Regulations §80026

Lindsay Reese reminded the board of the purpose of the annual Declaration of Need (DON) forms, which ensure the school's eligibility to apply for emergency and/or limited assignment permits for teachers. Ms. Reese explained this will allow qualified individuals to be authorized to serve in their teaching assignment while they are working towards completing the credential requirements for the educator's assignment. Ms. Reese then reviewed the estimated number of Emergency Permits such as Provisional Internship Permits (PIP), Short-Term Staff Permits (STSP), Emergency Cross-cultural, Language and Academic Development (CLAD) permits, and Variable Term Waivers that will be requested during the 2022-23 school year. Ms. Reese further explained These documents allow qualified individuals to be authorized to serve in their teaching assignment while they are working towards completing the credential requirements for the appropriate teaching credential for the educator's assignment.

Ms. Reese recommended the board approve the DON form for the school for the 2022-2023 school year.

Board President Newell asked what happens if the school needs to submit more than two. Ms. Reese explained the process if that need was to arise and assured the board they will monitor closely.

Carol Stanford made a motion to approve the Declaration of Need (DON) forms as a prerequisite to the issuance of an emergency permit and/or limited assignment permit for teachers at the School for the 2022-2023 School Year per California Code of Regulations §80026.

Victoria Hancock seconded the motion.

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

Roll Call

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

VI. Closed Session

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

CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Government Code § 54956.9(d)(1).) Name of Case: Grossmont Union High School District vs. Julian Union School District, San Diego County Case Number: 37-2015-00033720-CU-WM-CTL.

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
Jacqueline Reynoso	Absent
Ruth Escarcega Newell	Aye
Victoria Hancock	Aye

B. Adjourn closed session and reconvene to open Board meeting

Carol Stanford made a motion to adjourn closed session and reconvene to open Board meeting.

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

Roll Call

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

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

Board President Newell stated no action was taken in closed session for the CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Government Code § 54956.9(d)(1).) Name of Case: Grossmont Union High School District vs. Julian Union School District, San Diego County Case Number: 37-2015-00033720-CU-WM-CTL.

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

A. Observations and Comments

Jeri Vincent thanked Ms. Balsano for her support and guidance. She commended the student who shared his success story. She expressed her gratitude towards their authorizer and praised Ms. Youngflesh on the recent testing.

Board Secretary Stanford expressed her appreciation for the student sharing his story.

Board Member Hancock shared her gratitude for the caring staff at the school.

Ms. Reese thanked the board members for sharing their compassion for their students and the things they have to struggle with daily.

Board President Newell asked if the school assists students with other services such as discounts on utilities. Ms. Reese informed the board they do provide wrap-around-services, including a food pantry, utilities support, and wellness activities. Their goal is to remove outside barriers to allow the students to better focus on their education.

VIII. Closing Items

A. Next Regular Board Meeting Date: May 16, 2022, 5:00pm

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

Ruth Escarcega Newell Aye

Carol Stanford Aye

Jacqueline Reynoso Absent

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:57 PM.

Respectfully Submitted,
Carol Stanford

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.