

APPROVED

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 20, 2023 at 4:00 PM

Location

Meeting Location: 4348 54th Street, San Diego, CA 92115

Or Join Using the Meeting Link:

https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2F%2Fmeetup-join%2F19%3Ameeting_MWRhYjllMzUtZGRmZC00MWUxLWEyMDQtMDBhNDA5Y2EzMjMx%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=29ce0a49-43b6-4c58-977f-3157d74b6c79&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true

Or Call in for audio only:

Conference Line (657) 207-0015 Code: 139 108 222#

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@dhcentralcharter.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.

Directors Present

Carol Stanford, Jacqueline Reynoso, Ruth Escarcega Newell, Susan Alderson, Victoria Hancock

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 20, 2023 at 4:00 PM.

B. Roll Call and Establishment of Quorum

C. Pledge of Allegiance

Board Member Alderson led the pledge of allegiance.

D. Staff Introductions

- Jeff Brown, CEO
- Lindsay Reese, Area Superintendent
- Jeff Martineau, V.P. of Charter Relations
- Lisa Youngflesh, Principal
- Tammy Friedeck, Assistant Principal
- Joy Taylor, Director of State and Federal Programs
- Kevin Ogden, Charter Liaison
- Bill Thompson, Legal Counsel
- Guita Sharifi, CFO, LLAC
- Michelle Lopez, Legal Counsel, LLAC

E. Approve Agenda for the April 20, 2023, Regular Public Meeting of the Board of Directors

Victoria Hancock made a motion to approve Agenda for the April 20, 2023, Regular Public Meeting of the Board of Directors.

Jacqueline Reynoso 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
- Susan Alderson Aye

F. Approve Minutes of the March 9, 2023, Regular Public Meeting of the Board of Directors

Carol Stanford made a motion to approve the minutes from Regular Board Meeting on 03-09-23.

Susan Alderson seconded the motion.

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

Roll Call

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

II. Consent Agenda

A. Consent Agenda Items

1. The Board will be asked to approve the revised Employee Handbook
2. The Board will be asked to approve the revised COVID-19 Plan for Resuming In-Person Instruction, an addendum to the school's Health and Safety Plan

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 items.

Victoria Hancock made a motion to approve the consent agenda items.

Jacqueline Reynoso seconded the motion.

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

Roll Call

Ruth Escarcega Newell	Aye
Carol Stanford	Aye
Susan Alderson	Aye
Jacqueline Reynoso	Aye
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. 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 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

Tammy Friedeck introduced a student who shared her story and experience at Diego Hills Central.

Lisa Youngflesh then updated the board on the following areas:

- 363 students are currently enrolled.
- Learning Period 7 data: 92% student utilization, 2.37 average credit completion, 84% of students NWEA tested upon enrollment and, to date, 36% of the student cohort have graduated this school year.
- Student demographics: 73% socioeconomically disadvantaged, 20% students with disabilities, 20% English Learners, and 42% are 18 years or older.
- Counselor events: Army National Guard presentation to students and Cal State San Marcos student field trip.
- Small group math instruction classes for algebra are being held twice a week and SLAM poetry classes are available virtually.
- March 1 was the third Parent Advisory Council and English Learner Advisory Council meeting, with an outstanding turnout by parents and students.

Board President Newell thanked Ms. Youngflesh.

B. Area Superintendent Update

Lindsay Reese greeted the board and discussed the school's current enrollment, June graduation, state testing for students currently in progress, recent community and partner events, and the status of the parent-student handbook revisions for review and approval at an upcoming regular board meeting. Ms. Reese then discussed the successful oversight visit with the school's authorizer, Dehesa ESD, and will provide a copy of the authorizer's oversight report to the board upon receipt. Finally, Ms. Reese 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 is for Learning Periods 1 through 8 and then explained each of the 5 performance measure areas. Lastly, Ms. Reese updated the board on her team's progress on updating the Parent-Student Handbook.

Board President Newell thanked Ms. Reese for her update.

C. 2022–2023 Eligibility for Comprehensive Support and Improvement (CSI) School Assistance Under the Federal Every Student Succeeds Act

Lindsay Reese greeted the board and explained the federal Every Student Succeeds Act (ESSA) requires the California Department of Education (CDE) to determine school eligibility for Comprehensive Support and Improvement (CSI). Last year the California State School Board of Education was denied a waiver from the federal Department of Education to use the 1-year cohort graduation rate for its DASS schools as the primary measure for school improvement eligibility. The federal requirement is a 4–5-year cohort graduation rate, averaged over three years, that is below 68%, regardless of Title I funding status. With this change, the school is now eligible for CSI – Low Graduation Rate.

Ms. Reese then explained the CSI plan is currently under development and will be embedded into the 2023-2024 LCAP to be presented to the board at the June board meeting. The CSI plan will include evidence-based strategies to support students and will be developed with input from educational partners. The CSI plan will be based on a school-level needs assessment and identify resource inequities.

Board Member Hancock asked if many students return to their traditional school in order to graduate with their friends. Ms. Reese explained the typical demographic of students attending this school and the challenges of graduating students in the 5 year goal.

D. LCAP Goals and Metrics

Joy Taylor greeted the board and directed them to the LCAP goals and metrics located in their board packet. Ms. Taylor reviewed the yearlong process to develop and finalize the LCAP goals and metrics and the engagement of school staff, parents, students, and community partners to provide feedback on the LCAP.

Ms. Taylor then reviewed each of the school's four goals and discussed a few highlights and areas of improvement.

Ms. Taylor concluded her report and asked the board if they had any questions. Board Member Reynoso stated she would like to see community partners added to the last metric.

E. School Survey Report

Joy Taylor directed the board to the school survey report located in their board packet. Ms. Taylor reported that as a requirement for the school's LCAP, the school conducted a survey and collected input and feedback from students, parents and staff. Ms. Taylor explained the three survey sections and shared a few highlights.

- Student survey areas included: school climate, connectedness and engagement, social-emotional self-awareness, self-regulation, social awareness, relationship skills, decision making, future goals/college career, and civic engagement.

- Parent/guardian survey areas included: Safety & Connectedness, Time & Interaction, Communication & Engagement, Building Relationships, Building Relationships for Student Outcome, and Seeking Input for Decision Making.
- Staff survey areas included: School Climate, Culture & Vision/Mission, Academic Instruction, & Social Emotional Learning (SEL), Communication & Engagement, Leadership Perception, and Professional Development and Partnerships.

Ms. Taylor then explained the survey data is used when developing the LCAP for the next school year. Ms. Taylor asked the board if they had any questions.

Board Secretary Stanford praised the staff participation but expressed the need to increase the overall participation.

F. 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 March 31, 2023. Ms. Sharifi reviewed the Hanmi RLOC current interest rate of 8.50%, which represents an increase from the previous RLOC of 8.25%, 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 Newell thanked Ms. Sharifi for her update.

G. Legislative Update

Bill Thompson provided updates to the board of directors on proposed legislation and the ongoing efforts of the LLAC External Affairs division.

Board Member Reynoso discussed new opportunities available through the Department of Transportation.

Board President Newell thanked Mr. Thompson for his update.

H. 2023-2024 Board Meeting Dates

Board President Newell directed the board to the draft 2023-2024 regular board meeting calendar located in their board packet.

V. Action Items

A. 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 2023-2024 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 2023-2024 school year. Ms. Reese further explained that 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 2023-2024 school year.

Board President Newell asked if the school needed to use the DON before. Ms. Reese informed the board they have needed it in the past and discussed the various situations where hiring staff with an emergency permit was necessary.

Hearing no additional questions or comments, Board President Newell requested a motion.

Jacqueline Reynoso 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 2023-2024 School Year per California Code of Regulations §80026.

Susan Alderson seconded the motion.

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

Roll Call

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

B. The Board will be asked to approve the Personnel Action Report

Lindsay Reese directed the board to the March 2023 personnel action report located in their board packet. Ms. Reese noted that the school had no new hires, no terminations or resignations, and one reassignment promoting an ELD Paraprofessional to School Counselor. Ms. Reese then recommended the board approve the personnel action report. Board President Newell thanked Ms. Reese for her report and requested a motion.

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

Jacqueline Reynoso	Aye
Susan Alderson	Aye

Roll Call

Carol Stanford Aye
Victoria Hancock Aye
Ruth Escarcega Newell Aye

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

A. Observations and Comments

Jeff Brown thanked Ms. Friedeck for bringing a student to share her story with the board. He praised the growth of the school and commended the parental advisory committee. He thanked Ms. Youngflesh, Ms. Reese, and Ms. Taylor for their reports. Lastly, Mr. Brown thanked Mr. Thompson and the board for their continued dedication.

Board Secretary Stanford commended the student for sharing her story and acknowledged the connection between the student and Ms. Friedeck.

VII. Closed Session

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

1. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Government Code section 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

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION , (Government Code section 54957(b)(1).)

Title: Area Superintendent

Susan Alderson 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
Susan Alderson Aye
Ruth Escarcega Newell Aye
Victoria Hancock Aye
Jacqueline Reynoso Aye

B. Adjourn closed session and reconvene to open Board meeting

Victoria Hancock made a motion to adjourn closed session and reconvene to open Board meeting.

Susan Alderson seconded the motion.

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

Roll Call

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

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:

1. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Government Code section 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

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

VIII. Closing Items

A. Next Regular Board Meeting Date: June 5, 2023, 4:00pm

B. Adjourn Meeting

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

Roll Call

Jacqueline Reynoso Aye
Ruth Escarcega Newell Aye
Victoria Hancock Aye
Susan Alderson 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 5:09 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. Documents are also available for public inspection at the Meeting Location noted on this agenda.