

Desert Sands Charter High School

Minutes

Operated by Desert Sands Charter High School, Inc.

A California Non-Profit Public Benefit Corporation

Date and Time

Monday August 17, 2020 at 4:00 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@dschs.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.

REMINDER

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

Directors Present

Dana Clark (remote), James Lott (remote), Marvin D. Smith (remote), Michael R Adams (remote), Ruth Escarcega Newell (remote)

Directors Absent

None

I. Opening Items

A. Call the Meeting to Order

Michael R Adams called a meeting of the board of directors of Desert Sands Charter High School to order on Monday Aug 17, 2020 @ 4:00 PM.

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

B. Record Attendance and Guests

C. Pledge of Allegiance

Board Member Smith led the pledge of allegiance.

D. Staff Introductions

Jeri Vincent, Corporate CFO/Secretary
Taera Childers, Area Superintendent
Tanisha Hamberlin, Principal
Jeff Martineau, V.P. of Charter Relations
Bill Thompson, Legal Counsel
Adam Miller, Legal Counsel
Guita Sharifi, CFO, LLAC
Michelle Lopez, Legal Counsel, LLAC

Julie Vela, Director, Categorical & Special Programs, Antelope Valley Union High School District

E. Approve Agenda for the August 17, 2020, Regular Public Meeting of the Board of Directors.

Ruth Escarcega Newell made a motion to approve the agenda for the August 17, 2020, Regular Public Meeting of the Board of Directors.
Dana Clark seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Dana Clark Aye
Marvin D. Smith Aye
James Lott Aye
Michael R Adams Aye
Ruth Escarcega Newell Aye

F. Approve Minutes of the June 1, 2020, Regular Public Meeting of the Board of Directors.

James Lott made a motion to approve the minutes from the June 1, 2020, Regular Public Meeting of the Board of Directors. Operated by Desert Sands Charter High School, Inc. on 06-01-20.
Dana Clark seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Dana Clark Aye
James Lott Aye
Marvin D. Smith Aye
Ruth Escarcega Newell Aye
Michael R Adams Aye

II. Consent Agenda

A. Consent Agenda

Board President Adams asked if anyone would like to discuss any of the items on the consent agenda. Hearing none, Board President Adams asked for a motion.
James Lott made a motion to approve the consent agenda.
Dana Clark seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Ruth Escarcega Newell Aye
Marvin D. Smith Aye

James Lott	Aye
Michael R Adams	Aye
Dana Clark	Aye

III. Public Comment

A. Public Comment

Board President Adams 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 Adams 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. Public Hearing

A. Open Public Hearing

Ruth Escarcega Newell made a motion to open the public hearing.
James Lott seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

James Lott	Aye
Dana Clark	Aye
Marvin D. Smith	Aye
Michael R Adams	Aye
Ruth Escarcega Newell	Aye

B. The Board will hold a public hearing to solicit the recommendations and comments of members of the public regarding the Learning Continuity Plan for the 2020-2021 school year.

Board President Adams opened the public hearing at 4:10 pm.

Taera Childers provided background information on the development of the school's Learning Continuity Plan ("LCP") and informed the board the LCP replaces the Local Control Accountability Plan for the 2020–21 school year. Ms. Childers reviewed each section of the LCP, including plans for in-person instruction according to public health guidance, and distance learning, while providing critical opportunities for stakeholder engagement.

Board Secretary Newell complimented Ms. Childers on the school's LCP and for ensuring all students are considered. Board President Adams also complimented the LCP for addressing all students. Board President Adams then asked if there were any members of the public on the conference line who wished to provide recommendations or comments, or if there were any written comments submitted to the board. Hearing none, Board President Adams thanked Ms. Childers for her thorough report.

C. Close Public Hearing

Hearing no comments from the public, Board President Adams closed the public hearing at 4:31 pm.

Ruth Escarcega Newell made a motion to close the public hearing.

James Lott seconded the motion.

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

Roll Call

James Lott	Aye
Michael R Adams	Aye
Marvin D. Smith	Aye
Ruth Escarcega Newell	Aye
Dana Clark	Aye

V. School Reports and Information

A. Area Superintendent Update

Taera Childers updated the board on the school's instructional modes, resources, and current student engagement. Ms. Childers also discussed some new course offerings, A-G approval of several CTE courses, and the support services available to students and parents.

B. Finance Update

Jeri Vincent informed the board of the numerous changes at the state level impacting the school's budget, which will be presented in further detail under the unaudited financials item later on in the agenda.

C. 2020-21 Board Meeting Dates and Times Notice

Board President Adams reviewed the upcoming regular board meeting schedule and directed the board to the schedule located in their board package.

VI. Action Items

A. The Board will be asked to approve the COVID-19 Plan for Resuming In-person Instruction for the 2020-2021 School Year, an addendum to the school's Health and Safety Plan.

Taera Childers presented the school's COVID-19 Plan for resuming in-person instruction for the 2020-2021 school year. Ms. Childers explained that the plan addresses how to resume in-person instruction to ensure the safety and well being of students and staff. The school uses current guidance from the CDC, CDPH and local public health agencies to determine whether to resume in-person instruction at school sites. This guidance addresses the wearing of face coverings, social distancing, increased hygiene practices, training and education of staff and families, screening, internal contact tracing and reporting procedures, and criteria for temporary or partial site closures.

Marvin D. Smith made a motion to approve the COVID-19 Plan for Resuming In-person Instruction for the 2020-2021 School Year, an addendum to the school's Health and Safety Plan.

Dana Clark seconded the motion.

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

Roll Call

Michael R Adams	Aye
Marvin D. Smith	Aye
Dana Clark	Aye
James Lott	Aye
Ruth Escarcega Newell	Aye

B. The Board will be asked to approve the Antelope Valley College Career Access Pathways (CCAP) Partnership Agreement for Dual Enrollment Memorandum of Understanding with Desert Sands Public Charter School.

Taera Childers explained the purpose of the College and Career Access Pathways Partnership Agreement is to offer or expand dual enrollment opportunities to the school's high school students with the goal of developing seamless pathways to community college for career technical education or preparation for transfer to college. The program also seeks to improve high school graduation rates, assist high school pupils to achieve college and career readiness, provide opportunities for students to participate in advanced studies while in high school, and obtain a career technical education credential or certificate. The term of the agreement is five years beginning on July 1, 2020, and ending on June 30, 2025, and requires review every year by July 1.

James Lott made a motion to approve the Antelope Valley College Career Access Pathways (CCAP) Partnership Agreement for Dual Enrollment Memorandum of Understanding with Desert Sands Public Charter School.

Dana Clark seconded the motion.

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

Roll Call

Michael R Adams	Abstain
Dana Clark	Aye
James Lott	Aye
Ruth Escarcega Newell	Aye
Marvin D. Smith	Aye

C. The Board will be asked to approve the Unaudited Actuals for the 2019-20 school year.

Taera Childers informed the board the unaudited actuals report is the last financial report of the year and provides a summary of how the school performed financially in year 2019-20. Ms. Childers then introduced Guita Sharifi and asked her to present the school's report.

Ms. Sharifi explained the school prepared the unaudited actuals report in a different format due to a glitch in the California Department Education's software. If the software is revised prior to the submission due date, the school will submit the report in the usual electronic format (SACS format). Ms. Sharifi reviewed the report with the board, which includes the overall revenue, expenditures and excess revenue, and the balance sheet information showing the school's year-end assets and liabilities. Ms. Sharifi informed the board there have been continuous changes at the state level that have impacted the school's projected financials for 2020-21. Some of these changes affect the school's revenue and cash flow. Ms. Sharifi discussed the changes, including an ADA hold harmless clause imposed by the budget trailer bill, the LCFF base grant amount and COLA, increases in cash deferrals, and adjustments to the special education base rate.

Dana Clark made a motion to approve the Unaudited Actuals for the 2019-20 school year.

Ruth Escarcega Newell seconded the motion.

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

Roll Call

Michael R Adams	Aye
Marvin D. Smith	Aye
Ruth Escarcega Newell	Aye
Dana Clark	Aye
James Lott	Aye

D. The Board will be asked to approve the revised Charter School Accounting Manual.

Taera Childers informed the board the charter school accounting manual has been updated to reflect the bank signer process and introduced Guita Sharifi to provide additional information.

Ms. Sharifi directed the board to the summary and redline changes recommended to the charter school accounting manual to address electronic approvals and adding the use of facsimile signatures to the accounts payable and payroll processes.

Dana Clark made a motion to approve the revised Charter School Accounting Manual.

James Lott seconded the motion.

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

Roll Call

Dana Clark	Aye
Ruth Escarcega Newell	Aye
Marvin D. Smith	Aye
James Lott	Aye
Michael R Adams	Aye

E. The Board will be asked to accept the resignation of Dr. Caprice Young as Superintendent of the School and remove as an authorized bank account signer.

Jeri Vincent informed the board of Dr. Caprice Young's resignation and thanked Dr. Young for her service. Ms. Vincent recommended the board accept the resignation of Dr. Young and remove her as an authorized bank account signer.

Marvin D. Smith made a motion to accept he resignation of Dr. Caprice Young as Superintendent of the School and remove as an authorized bank account signer.

Ruth Escarcega Newell seconded the motion.

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

Roll Call

Dana Clark	Aye
Ruth Escarcega Newell	Aye
Michael R Adams	Aye
Marvin D. Smith	Aye
James Lott	Aye

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

A. Observations and Comments

Jeri Vincent thanked the board, Ms. Childers, and all experts for their presentations and comprehensive reports.

Board President Adams also thanked Ms. Childers for her thorough reports.

Board Member Lott asked if there have been any reports of students who were unwilling to follow the safety protocols of the school. Ms. Childers noted she is unaware of any students not complying when onsite instruction was allowed and all students have the option to remain in virtual instruction.

Board Member Smith commented that the actions of the entire organization have been outstanding.

VIII. Closing Items

A. Adjourn Meeting

James Lott made a motion to adjourn the meeting.

Dana Clark seconded the motion.

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

Roll Call

Marvin D. Smith	Aye
Ruth Escarcega Newell	Aye

Dana Clark Aye
James Lott Aye
Michael R Adams Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:07 PM.

Respectfully Submitted,
Ruth Escarcega Newell

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@dschs.org.