

APPROVED

Desert Sands Charter High School

Minutes

Regular Board Meeting

Operated by Desert Sands Public Charter, Inc., A California NonProfit
Public Benefit Corporation

Date and Time

Tuesday December 7, 2021 at 4:00 PM

Location

The Meeting can be viewed at:

https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2F%2Fmeetup-join%2F19%3Ameeting_MDJkNzdjMzItZTlxNC00NzE2LTIIODMtODY5N2VjNGY2OTRi%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=bc18f05a-cb05-4e21-831e-a0c8327c3077&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true

Or call in for Audio only:

Conference Line: (657) 207-0015 Code: 799 234 256#

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@dschs.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.

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

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

Michael R Adams called a meeting of the board of directors of Desert Sands Charter High School to order on Tuesday Dec 7, 2021 at 4:00 PM.

B. Roll Call and Establishment of Quorum

C. Pledge of Allegiance

Board Member Smith led the pledge of allegiance.

D. Staff Introductions

Jeff Brown, CEO
Jeri Vincent, Corporate Secretary
Taera Childers, Area Superintendent
Megan Reagan, Principal
Jenny Bonilla, Principal
Jeff Martineau, V.P. of Charter Relations
Miguel Mojica, Math Teacher
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

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.

Board Member Smith asked if this item was approved at the last meeting. Mr. Martineau reminded the board this will be a recurring item as required by state law until it is deemed safe to return to in-person meetings.

Ruth Escarcega Newell made a motion to adopt Resolution Continuing Board of Directors' Authority to Hold Virtual or Teleconference Meetings Pursuant to Assembly Bill 361.

Marvin D. Smith seconded the motion.

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

Roll Call

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

F.

Approve Agenda for the December 7, 2021 Regular Public Meeting of the Board of Directors

Ruth Escarcega Newell made a motion to approve Agenda for the December 7, 2021 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
Michael R Adams	Aye
Ruth Escarcega Newell	Aye
James Lott	Aye
Marvin D. Smith	Aye

G. Approve Minutes of the October 12,2021, Regular Public Meeting of the Board of Directors

Marvin D. Smith made a motion to approve the minutes from Regular Board Meeting on 10-12-21.

James Lott seconded the motion.

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

Roll Call

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

H. Approve Minutes of the November 15, 2021, Regular Public Meeting of the Board of Directors

Ruth Escarcega Newell made a motion to approve the minutes from Regular Board Meeting on 11-15-21.

Marvin D. Smith 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

II. Consent Agenda

A. Consent Agenda Items

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

James Lott made a motion to approve the consent agenda items.

Ruth Escarcega Newell seconded the motion.

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

Roll Call

James Lott	Aye
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Roll Call

Marvin D. Smith	Aye
Ruth Escarcega Newell	Aye
Dana Clark	Aye
Michael R Adams	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, 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 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. School Reports and Information

A. Area Superintendent Update

Taera Childers presented a report to the board members on the following topics:

- Student engagement for Learning Period 5 was 88.5% with a goal of 95%.
- On November 19, 2021, the Lancaster learning center hosted a formal sit down dinner graduation with 23 of the 46 graduating students participating in the Fall ceremony.
- Staff distributed 30 Thanksgiving baskets to students and their families, and SunRun Solar donated gift cards for families to use toward a turkey.
- On November 1, 2021, the school held a Fall 2021 Regional Network Collaboration event with guest speaker Dr. Victor Rios.

Ms. Childers shared a video displaying many of the school's accomplishments from the first quarter of the school year.

Ms. Childers then introduced Miguel Mojica, Small Group Instruction Math Teacher, who discussed the Math Small Group Instruction (SGI) program. Mr. Mojica then shared a story from a student who expressed how the Math SGI program, the various activities, and enormous support received from Mr. Mojica, helped him achieve success.

Ms. Childers praised Mr. Mojica and thanked him for sharing with the board. Board President Adams thanked Ms. Childers for her report.

B. 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 expiration date, the current RLOC withdrawal amount, and the RLOC covenants ratios. Ms. Sharifi then reminded the board that the June 30, 2021 audit report will be presented during the January 2022 regular board meeting.

Board President Adams thanked Ms. Sharifi for the update.

C. Conflict of Interest Code Update

Jeff Martineau directed the board to the redlined Conflict of Interest (COI) Code included in the board packet and explained that all Form 700 filers received a written notice of the upcoming COI code changes with the comment period for filers ending on December 5, 2021. Mr. Martineau explained the redlined COI Code includes proposed updates from the Fair Political Practices Commission (FPPC). At the January regular board meeting, the board will be asked to approve the FPPC process to continue with the COI Code as written, as the COI Code will not be fully approved until 30 days after the FPPC signs the COI Codes following their comment period ending on December 13, 2021. Mr. Martineau then asked if the board had any questions or comments.

Board President Adams thanked Mr. Martineau.

D. Updated 2021-2022 Board Meeting Calendar

Board President Adams directed the board to the updated 2021-2022 regular board meeting calendar for the remainder of the school year and reviewed the additional regular board meetings scheduled for February and May 2022.

V. Action Items

A. The Board will be asked to approve the Educator Effectiveness Block Grant Plan

Taera Childers reminded the board of the details of the Educators Effectiveness Block Grant Plan and recommended the board approve the plan as presented at the public hearing held during the November regular board meeting.

Marvin D. Smith made a motion to approve the Educator Effectiveness Block Grant Plan.

James Lott 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

B. The Board will be asked to approve the 2021-22 First Interim Report

Guita Sharifi directed the board to the first interim report and explained the report is the first financial report of the fiscal year and shows the financial condition of the school after the first four months of operations, from July 1, 2021 through October 31, 2021. The report is comprised of a financial section that includes the original budget that was developed in May, actuals to date, projected totals for this year based on this year's actual operations, projected school reserves at year end and the school's projected P2 ADA for the year. Ms. Sharifi reviewed each section of the first interim report in detail including the LCFF base grant amount, special education base rate, Title I funding and grants funds. Ms. Sharifi highlighted the following areas:

- The school budgeted a P2 ADA of 1,846, and the school is currently projecting a funding P2 ADA of 2,031.

- The school is projecting total revenue of \$31.7M, \$2.9M higher than the school's original budget.
- LCFF projected revenue increased by \$3.1M primarily due to the increase in projected P2 ADA.
- Federal Revenue increased from \$257K to \$2.6M due to a portion of the Expanded Learning Opportunities Grant originally budgeted under state revenue and the reclassification of PPP loan forgiveness originally under other local revenue.
- Projected total expenditures of \$29.4M, an increase of \$1.1M compared to original budget due to a combination of an increase in teacher, certificated instruction support and administrative salaries and a small decrease in classified support.

Finally, Ms. Sharifi reviewed the school's ending fund balance and restricted reserves. Ruth Escarcega Newell made a motion to approve the 2021-22 First Interim Report. Marvin D. Smith seconded the motion. The board **VOTED** to approve the motion.

Roll Call

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

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

Guita Sharifi directed the board to the summary and redline changes to the Charter School Accounting Manual included in the board packet. The recommended revisions reflect updates to the travel reimbursement daily per diem amounts and updates to the reserve fund and committed fund planning sections.

Ruth Escarcega Newell made a motion to approve the revised Charter School Accounting Manual.

Dana Clark 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

D. The Board will be asked to approve the Committed Funds Plan for the school

Taera Childers directed the board to the Committed Funds Plan located in their packet and discussed the school's current reserve amount in excess of the recommended maximum 17% reserve. Ms. Childers then explained that in order to demonstrate that we are good stewards of public funds, the Committed Funds Plan is based on a three-year cycle to earmark excessive revenue for projects, programs, and/or resources that directly benefit students and/or to protect and enhance existing programs provided to students. Ms. Childers then discussed the school's multi-year plan and that changes to the plan due to mitigating financial impact from major, non-recurring or unforeseen expenditures and/or other needs stemming from changes in student enrollment, academic needs, program needs, etc., will require board approval. Ms. Childers recommended the board approve the Committed Funds Plan and for

emergency or urgent spending needs, asked the board to authorize the Area Superintendent to make and execute such decisions.
Board Secretary Newell asked about the issue of one location being not up to code. Ms. Childers informed the board the Lake LA location needs another bathroom and a few other updates. She informed the board students will be relocated while the renovations are being completed.
James Lott made a motion to approve the Committed Funds Plan for the school. Marvin D. Smith seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

VI. Closed Session

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

CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Government Code section §54956.9(d)(1).) Name of Case: Milton vs. Desert Sands Public Charter, et al., San Bernardino Superior Court Case Number: CIVDS1821125.

Ruth Escarcega Newell made a motion to adjourn open public Board meeting to go into closed session.

Dana Clark seconded the motion.

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

Roll Call

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

B. Adjourn closed session and reconvene to open Board meeting

Ruth Escarcega Newell made a motion to adjourn closed session and reconvene to open Board meeting.

Dana Clark seconded the motion.

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

Roll Call

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

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

Board President Adams stated no action was taken in closed session for the CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Government Code section §54956.9(d)(1).) Name of Case: Milton vs. Desert Sands Public Charter, et al., San Bernardino Superior Court Case Number: CIVDS1821125.

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

A.

Observations and Comments

Jeff Brown thanked Ms. Childers for her report. He praised the graduation dinner and expressed his gratitude to all of the staff.

Jeri Vincent thanked Ms. Childers and her staff for their commitment to their students. She also thanked the board for taking care of the necessary business, as well as caring for the students. Ms. Vincent thanked Ms. Sharifi and her team for all they do. Lastly, she thanked Mr. Thompson and the team behind the scenes for all they do.

VIII. Closing Items

A. Next Regular Board Meeting Date: January 19, 2022, 4:00pm

B. Adjourn Meeting

Ruth Escarcega Newell made a motion to adjourn the meeting.
Dana Clark seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:02 PM.

Respectfully Submitted,
Ruth Escarcega Newell

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@dschs.org.