

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

Monday February 28, 2022 at 4:00 PM

Location

Location

https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2F%2Fmeetup-join%2F19%3Ameeting_ZTNkYzA2NzgtYjVhNi00M2UyLThiMmYtZGYzNmFIM2QxYTQ2%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=e8423a53-42c9-4897-95b5-8e91572f1767&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true

Or call in for Audio only:

Conference Line: (657) 207-0015 Code: 232 759 098#

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 Monday Feb 28, 2022 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
Jenny Bonilla, Principal
Keara Lydon, Teacher
Jeff Martineau, V.P. of Charter Relations
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.

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.

James Lott seconded the motion.

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

Roll Call

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

F. Approve Agenda for the February 28, 2022 Regular Public Meeting of the Board of Directors

Dana Clark made a motion to approve Agenda for the February 28, 2022 Regular Public Meeting of the Board of Directors.

Marvin D. Smith seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

G. Approve Minutes of the January 19, 2022, Regular Public Meeting of the Board of Directors

James Lott made a motion to approve the minutes from Regular Board Meeting on 01-19-22.
Marvin D. Smith seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

H. Approve Minutes of the February 8, 2022, Regular Public Meeting of the Board of Directors

Dana Clark made a motion to approve the minutes from Regular Board Meeting on 02-08-22.
Ruth Escarcega Newell seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

Marvin D. Smith made a motion to approve consent agenda items.

James Lott seconded the motion.

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

Roll Call

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

Principal Jenny Bonilla presented a report to the board members on the following topics:

- School Year 2022-2023: Staff are preparing for two events, including Back to School Night, where students and their parents learn about CTE programs, dual enrollment opportunities and community support services, and a Summer Graduation Ceremony, which has been a strong motivator for senior students to stay on track and complete their remaining credits to graduate.
- Recent Events: Trunk or Treat with over 500 attendees in October, and a November Fall Graduation with an award ceremony.
- During the Fall semester, staff invited parents and guardians to attend the initial English Language Advisory Committee where attendees voted on committee officers and discussed the Extended Learning Opportunities (ELO) grant.
- H.O.P.E.: Update on the program, community events, the AV Dream Center partnership and the WEDO organization and services offered.
- The ELO grant has allowed the school to offer night school and Saturday programs to provide flexibility for some students.
- Field Trips: Some students participated in the Rocky Mountain Pathways trip and a trip to SoFi Stadium.
- Upcoming events:
 - Ramping up for CAASPP testing
 - Field Trip: Antelope Valley College Student Success Kickoff
 - HOPE Events, food distribution, and W.E.D.O services
 - Parent Advisory Committee Meeting
 - English Learner Advisory Council Meeting
 - College Signing Day and College/Career Fair
 - Spring Graduation
 - Open House
 - Student Awards Night

Ms. Bonilla then introduced Ms. Lydon, who shared information about the school's English Intensive class, which is a Response to Intervention (RTI) English small group instruction class. Ms. Lydon then introduced a recent student graduate who explained how the school, and specifically the English Intensive class, helped him improve his reading proficiency, appreciate

the educational aspect and enjoyment of reading, also how his improvement in reading has directly improved his writing skills.

Ms. Lydon thanked the student speaker and the board for their time.

Board President Adams thanked the student for sharing his story and complimented his success. Mr. Adams thanked Ms. Bonilla for her update.

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 as of January 2022.

Board President Adams thanked Ms. Sharifi for her report.

C. Current Vendor List

Taera Childers directed the board to the current vendor list located in their board packet. Ms. Childers explained this is a list of all vendors through December 2021, includes a brief description of services, and includes vendors who provide varying services including professional development, technology, health care benefits, etc. Ms. Childers then requested the board to review the list for any potential conflict of interest and to reach out to Ms. Childers or legal counsel for any questions.

Board President Adams thanked Ms. Childers.

D. 2022-2023 Board Meeting Dates

Board President Adams read aloud the 2022-2023 regular board meeting schedule and directed the board to review the schedule located in their board package.

V. Action Items

A. The Board will be asked to approve the A-G Completion Improvement Grant Plan

Taera Childers reminded the board of the A-G Completion Improvement Grant Plan presented during the January 2022 regular board meeting and then discussed the school's specific plan, which incorporated feedback and input received from stakeholders. Ms. Childers discussed the pending funding amount from the California Department of Education and then recommended the board approve the A-G Completion Improvement Grant Plan.

Ruth Escarcega Newell made a motion to approve the A-G Completion Improvement Grant Plan.

James Lott seconded the motion.

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

Roll Call

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

B. The Board will be asked to approve the Second Interim Report and the Revised Budget for the 2021-2022 school year

Guita Sharifi directed the board to the Second Interim Report and revised budget for the 2021-22 school year and explained that the purpose of the report is to provide a financial overview of the school with January 2022 actuals and projected June 2022 year-end. The report categories include the original budget, revised budget, actuals to date, projected year-end totals, projected year-end reserves, and Average Daily Attendance (ADA). Ms. Sharifi also discussed additional information included in the report at the request of the school's authorizer, Antelope Valley Union High School District.

Ms. Sharifi then reviewed in detail the school's projected ADA, federal, state, local and other revenue categories, salaries and benefits expenditures, and operating expenditures compared to the original board approved budget and first interim report.

Finally, Ms. Sharifi discussed the school's current reserve compared to the projected year-end reserve and explained the restricted amounts.

Marvin D. Smith made a motion to approve the Second Interim Report and the Revised Budget for the 2021-2022 school year.

James Lott seconded the motion.

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

Roll Call

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

C. The Board will be asked to approve using the auditing firm Wilkinson Hadley King & Co. LLP for the 2021-22 school audit

Guita Sharifi directed the board to the proposal presented by Wilkinson Hadley King & Co. to prepare the school's June 30, 2022 annual audit. Ms. Sharifi reminded the board that the Wilkinson Hadley King & Co. CPA firm is on the state's approved auditor list and is currently preparing the 2020 Form 990 Federal Return of Organization Exempt from Income Tax. Ms. Sharifi recommended the board approve the engagement letter with Wilkinson Hadley King & Co.

Ruth Escarcega Newell made a motion to approve using the auditing firm Wilkinson Hadley King & Co. LLP for the 2021-22 school audit.

Marvin D. Smith seconded the motion.

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

Roll Call

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

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

Guita Sharifi directed the board to the summary page of the changes to the Charter School Accounting Manual included in the board packet. She noted that the recommended revisions were limited grammatical and formatting corrections made throughout the manual, with no content changes made.

James Lott made a motion to approve the revised Charter School Accounting Manual.

Marvin D. Smith seconded the motion.

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

Roll Call

Marvin D. Smith	Aye
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Roll Call

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

James Lott seconded the motion.

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

Roll Call

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

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

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

James Lott seconded the motion.

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

Roll Call

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

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 wished Mr. Lott a happy birthday. He congratulated Principal Bonilla on her excellent report and thanked Ms. Lydon for her dedication and successful program.

Jeri Vincent acknowledged the student's success and expressed her gratitude towards the board members for their continued support.

VIII. Closing Items

A.

Next Regular Board Meeting Date: April 18, 2022, 4:00pm

B. Adjourn Meeting

Dana Clark made a motion to adjourn the meeting.

Ruth Escarcega Newell seconded the motion.

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

Roll Call

Ruth Escarcega Newell Aye

Marvin D. Smith 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 5:02 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.