

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

Wednesday August 31, 2022 at 3:30 PM

Location

https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F%20%23%2F%2Fmeetup-join%2F19%3Ameeting_MzY2ZDE1YzMtN2FIMi00YmQwLThlODYtNjViMzNmODNmZjI2%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=f132d22f-c3ca-4a02-bb5d-6810d390a965&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true

Or call in for Audio only:

Conference Line: (657) 207-0015 Code: 852 747 338#

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 Wednesday Aug 31, 2022 at 3:30 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
Jessica Carrizal, Counselor
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.

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

F. Approve Agenda for the August 31, 2022 Regular Public Meeting of the Board of Directors

Ruth Escarcega Newell made a motion to approve Agenda for the August 31, 2022 Regular Public Meeting of the Board of Directors.
Dana Clark 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 July 19, 2022, Regular Public Meeting of the Board of Directors

Marvin D. Smith made a motion to approve the minutes from Regular Board Meeting on 07-19-22.
Ruth Escarcega Newell seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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|-----------------------|-----|
| Ruth Escarcega Newell | Aye |
| Marvin D. Smith | Aye |
| Michael R Adams | Aye |
| James Lott | 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.
Dana Clark seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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|-----------------------|-----|
| Michael R Adams | Aye |
| Dana Clark | Aye |
| Ruth Escarcega Newell | Aye |
| James Lott | 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. Superintendent Update

Taera Childers welcomed the board and informed the board of the school's current enrollment, retention rates from the prior school year, average credit completion rate, student academic progress, one-year graduation rate for school year 2021-22, and dual enrollment with Antelope Valley College (AVC).

Ms. Childers then discussed the school's methods to re-engage students and how these methods have also improved student completion rates. Ms. Childers then updated the board on upcoming events, including the HOPE program, Mommy and Me Yoga event, beach clean-up day, a Music Showcase, Sports Clinic, Expect Respect Workshop, and Student Aware Night.

Ms. Childers introduced Jessica Carrizal, School Counselor, who introduced herself to the board and provided a brief overview of her role as a school counselor, her involvement with the eSports program, and how it has benefited students. Ms. Carrizal then introduced a current student who shared how the support from his teachers and counselors have empowered him to feel comfortable in his environment and confident in interacting with others. The student also shared his gratitude for the school environment and the eSports program.

Ms. Childers and Ms. Carrizal thanked the student for sharing his experience and asked the board if they had any questions.

Board Secretary Newell thanked the student for sharing his story with the board. Ms. Newell thanked Ms. Carrizal for implementing the gaming program.

Board Member Lott praised the high retainment numbers.

B. 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 from July 1, 2021 through June 2022, includes a brief description of services, and includes vendors who provide varying services including professional development, technology, health care benefits, etc. Ms. Childers reminded the board this information is provided bi-annually, and she reviewed the list for accuracy. Ms. Childers then requested the board to review the list for any potential conflicts of interest and to reach out to Ms. Childers or legal counsel for any questions.

Board President Adams thanked Ms. Childers for the updated list.

C. Finance Update and Budget Overview for the 2022-2023 School Year

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 6.0%, which represents an increase from the previous RLOC update provided to the board. Ms. Sharifi then reviewed the expiration date, the current RLOC withdrawal amount, and the RLOC covenants ratios as of July 31, 2022.

Ms. Sharifi then directed the board to the financial reporting calendar and discussed each of the required financial reports, their purpose, and the approval process with the board of directors at a board meeting prior to submission to the school's authorizer.

Finally, Ms. Sharifi informed the board the state's budget has been finalized and the school will be receiving additional funding. The additional revenue will be included in the next budget update to the board.

Board President Adams thanked Ms. Sharifi for her report.

D. Annual Board Training Announcement

Taera Childers provided an update on the annual training for charter school board members and leaders on the Brown Act and conflict of interest laws. The upcoming annual Fall 2022 training will be presented by Young, Minney & Corr, LLP, and board members will have the option of attending a virtual session on Tuesday, September 27 at 5:00pm or Wednesday, September 28 at 11:00am. Topics to be covered include:

- Extensive Brown Act training (complies with chartering authority's requirement for annual training)
- Compliance with SB 126 (Education Code Section 47604.1)
- Conflict of interest laws: Political Reform Act, Corporations Code, Government Code Section 1090, and the appearance of impropriety
- Form 700 filing information and requirements

Board Secretary Newell thanked Ms. Childers for the information.

V. Action Items

A. The Board will be asked to approve the Unaudited Actuals for the 2021-2022 school year

Guita Sharifi directed the board to the unaudited actuals report for the 2021-22 school year and explained that the report is the last financial report of the year and provides a summary of how the school performed financially for the year. The report includes a summary of the statement of revenue and expenditures, the net position of the school, information about the school's assets and liabilities, the Average Daily Attendance (ADA) that was the base for funding in 2021-22, and the estimated ADA projections for 2022-23 that were used as a baseline for developing the current school year budget.

Ms. Sharifi reported that the school had a funding P-2 ADA of 1,817 for a total revenue of \$29.5M dollars, which was \$102K higher than the projected revenue presented at the June 2022 board meeting.

Ms. Sharifi reported that the school ended the year with total expenditures of \$28.6M, which was \$66K slightly lower than prior projections. This decrease was due to a small increase in teachers, certificated support, and classified instructional salaries, and a decrease in Administrative and clerical salaries, school supplies, equipment, training, professional services, and communications.

Ms. Sharifi then discussed the school's excess revenue, balance sheet assets and liabilities, and the impact of the state's apportionment deferrals.

Board Member Smith asked for information to be provided that would show the board how they performed against the budget. Ms. Sharifi informed the board they can provide that information to the board, but this particular form is required by the CDE. Ms. Sharifi

explained to the board the process of tracking the budget throughout the year and that Ms. Childers works with the controller closely, and if something is out of line, she would bring that to the board's attention. Mr. Smith would like to see a comparison of the budget to actuals. Ms. Sharifi informed the board she will make sure this information is provided to the board.

Ruth Escarcega Newell made a motion to approve the Unaudited Actuals for the 2021-2022 school year.

Dana Clark seconded the motion.

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

Roll Call

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

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

A. Observations and Comments

Jeff Brown thanked Ms. Childers for her report and praised the re-enrollment numbers, as well as the credit completion. Mr. Brown praised the arts, sports, and music programs. He shared his appreciation for the student who shared his story and thanked the teachers who were involved in his success.

Jeri Vincent praised the staff for all of their outstanding work.

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: Selena Villegas vs. Desert Sands Public Charter, Inc.et al., Los Angeles County Superior Court Case No. 22STCV24453
2. CONFERENCE WITH LABOR NEGOTIATOR (Gov. Code section 54957.6) Agency designated representative: Bill Thompson, Unrepresented Employee: CEO
3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b) (1).) Title: Area Superintendent

James Lott made a motion to adjourn open public Board meeting to go into closed session.

Ruth Escarcega Newell seconded the motion.

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

Roll Call

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

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

1. CONFERENCE WITH LEGAL COUNSEL— EXISTING LITIGATION (Government Code section 54956.9(d)(1 Name of Case: Selena Villegas vs. Desert Sands Public Charter, Inc.et al.,, Los Angeles County Superior Court Case No. 22STCV24453
2. CONFERENCE WITH LABOR NEGOTIATOR (Gov. Code section 54957.6) Agency designated representative: Bill Thompson, Unrepresented Employee: CEO
3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b) (1).) Title: Area Superintendent

VIII. Closing Items

A. Next Regular Board Meeting Date: September 20, 2022, 3:30pm

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

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