

APPROVED

# Assurance Learning Academy

## Minutes

### Regular Board Meeting

Operated by Antelope Valley Learning Academy Inc, A California Non-Profit Public Benefit Corporation

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#### Date and Time

Wednesday June 1, 2022 at 12:00 PM

#### Location

[https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F\\_%23%2F%2Fmeetup-join%2F19%3Ameeting\\_YWJjYzEzN2YtZGY5OC00OGUyLWFIzEtZjNmMjU0YzdmYTE2%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=78555158-edb7-4f5b-82a8-b84c1bc4e12f&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true](https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2F%2Fmeetup-join%2F19%3Ameeting_YWJjYzEzN2YtZGY5OC00OGUyLWFIzEtZjNmMjU0YzdmYTE2%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=78555158-edb7-4f5b-82a8-b84c1bc4e12f&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true)

#### Or call in for Audio only:

Conference Line: (657) 207-0015 Code: 275 663 021#

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#### 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@assurancelearning.org](mailto:publiccomments@assurancelearning.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.

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#### Directors Present

Claudette Beck (remote), Michael Molloy (remote), Michael R Adams (remote), Victoria Hancock (remote)

#### Directors Absent

None

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#### I. Opening Items

A.

### **Call the Meeting to Order**

Board President Beck read aloud the notices regarding meeting logistics and accommodations.

Claudette Beck called a meeting of the board of directors of Assurance Learning Academy to order on Wednesday Jun 1, 2022 at 12:00 PM.

### **B. Roll Call and Establishment of Quorum**

### **C. Pledge of Allegiance**

Board Member Hancock led the pledge of allegiance.

### **D. Staff Introductions**

Jeff Brown, CEO  
Jeri Vincent, Corporate Secretary  
Michelle Berry, Area Superintendent  
Taera Childers, Area Superintendent  
Julie Parra, Area Superintendent  
Rachel Taggart, Principal  
Sharon Smyth, Principal  
Jeremy Johnson, 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

### **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.

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

Victoria Hancock seconded the motion.

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

#### **Roll Call**

Victoria Hancock Aye  
Michael R Adams Aye  
Michael Molloy Aye  
Claudette Beck Aye

### **F. Approve Agenda for the June 1, 2022, Regular Public Meeting of the Board of Directors**

Michael R Adams made a motion to approve Agenda for the June 1, 2022, Regular Public Meeting of the Board of Directors.

Victoria Hancock seconded the motion.

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

**Roll Call**

Claudette Beck Aye

Michael R Adams Aye

Michael Molloy Aye

Victoria Hancock Aye

**G. Approve Minutes of the May 16, 2022, Regular Public Meeting of the Board of Directors**

Victoria Hancock made a motion to approve the minutes from Regular Board Meeting on 05-16-22.

Michael Molloy seconded the motion.

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

**Roll Call**

Claudette Beck Aye

Victoria Hancock Aye

Michael R Adams Aye

Michael Molloy Aye

**II. Consent Agenda**

**A. Consent Agenda Items**

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

Michael Molloy made a motion to approve the consent agenda items.

Michael R Adams seconded the motion.

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

**Roll Call**

Michael Molloy Aye

Michael R Adams Aye

Claudette Beck Aye

Victoria Hancock Aye

**III. Public Comment**

**A. Public Comment**

Board President Beck 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 Beck 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**

Michelle Berry greeted the board and provided a presentation on the following topics:

##### **Testing**

- The school is pleased to report that 95% of students participated in both the ELA and math portions of CAASPP testing, meeting the state requirements for exam participation.

##### **Center Level Operations**

- The Lancaster center held a student awards ceremony honoring students in credit crusher, positive attitude, and perseverance, as well as participation in JAG, CTE, and Dual Enrollment.
- Several students attended the WWII Pathways Field Trip exploring the history of World War II.
- 16 students attended a Senior Trip to Catalina Island where they enjoyed marine life, ziplines and group activities.
- The Panorama center hosted an internship workshop for young males.
- The New Van Nuys II learning center is now fully furnished and looks forward to opening soon.
- The San Fernando center hosted a Star Wars Day on May 4 with co-founder Jeff Brown.
- Two graduation events were held: Antelope Valley Fairgrounds on Friday, May 27 and Pickwick Gardens in Burbank on Wednesday, May 25.
- Upcoming graduations for the Los Angeles learning centers: Downey center will be held on June 7; Long Beach, North Long Beach, Rolling Hills and Wilmington centers will be held on June 8.

##### **Community Events and Partner Updates**

- HOPE Program Mother's Day events – Lancaster, South Los Angeles and North Los Angeles centers celebrated pregnant and parenting mothers.
- April 22 marked the end of the Winter-Spring Intersession cohort for the school year and served 382 students through a partnership program with surrounding school districts.
- Staff held PAC meetings with educational partners and reviewed the school's Local Control Accountability Plan (LCAP) goals and corresponding data showing progress towards the school's goals and the identified needs. Staff then solicited feedback regarding further school developments.
- Staff held an ELAC meeting covering identification of English learners and the reclassification process. Staff encourage parents to become officers for the next school year.

Board President Beck thanked Ms. Berry for her great report.

##### **B. WIOA Update**

Taera Childers updated the board on the San Fernando Valley region's Student-2-Student Success Program and WIOA partner El Proyecto Del Barrio where students had the

opportunity to get paid for tutoring their younger siblings at home. 13 students are enrolled and are either in the process or recently completed the training process and are participating in this program. This program focuses on mitigating student learning loss that resulted from pandemic-induced disengagement from learning.

Ms. Childers also reported that in the Los Angeles region, six students have completed the Business, Leadership, & Management Work Experience Program and received their final paychecks and certificates of completion in late March. In addition, WIOA partner, Pacific Gateway's Harbor Youth Source, gifted a state-of-the-art HP All-In-One Laptop to each participant who completed their program.

Board President Beck thanked Ms. Childers for the update.

### C. Report on Mathematics Placement Results

Michelle Berry explained that the California Mathematics Placement Act of 2015 required the board to adopt "a fair, objective, and transparent mathematics placement policy" before the beginning of the 2016 school year. The policy was first adopted in 2016 with minor revisions approved to the policy in 2020. The policy addresses students entering ninth grade and includes several required elements to ensure equity in student achievement, including multiple objective academic achievement measures, annual examination of pupil placement to ensure students are not held back in a disproportionate manner, providing an annual report to the governing board, and posting the policy on the school's website.

For the 2021-22 school year, the math placement for 9th graders fell into three categories:

- 25.6% of 9th grade math students placed in remedial math courses
- 64.8% of 9th grade math students placed in Algebra 1 (grade level course)
- 9.6% of 9th grade math students placed in Geometry or Algebra II (above grade level course)

Ms. Berry then explained that despite the challenges for many of the students, the school is pleased to report that 75% of students were able to participate in math courses at or above grade level. Ms. Berry informed the board the school staff will continue to evaluate this data and report to the board next year pursuant to the Board's policy.

Board President Beck thanked Ms. Berry for sharing the results with the board.

### D. LCFF Local Indicators Report for School Year 2021-2022

Michelle Berry directed the board to the LCFF Local Indicator Report in their board packet and explained the Local Indicators Report is required for reporting on the priority areas where state data is not available. The State Board of Education provides self-reflection tools for schools to report progress made. Ms. Berry then reviewed the following Priority areas:

- **Priority 1** – Focuses on ensuring that all students are assigned to appropriately credentialed teachers, that all students have access to their own instructional materials, and that our resource centers are in good repair. The school has met this priority as evidenced by their 0% total teacher misassignment metric.
- **Priority 2** – Ensuring progress is made in implementing state academic standards and providing professional development to teachers. The school has met the criteria for this priority.
- **Priority 3** – Parent Engagement. The school's educational partners have shared that an area of strength of the program is flexibility in providing opportunities for families to participate and receive support. The school has met the criteria for this priority.

- **Priority 6** – School climate. 100% of our students reported that they felt safe at school and 97% reported that they felt connected to an adult at the school. The school has met the criteria for priority 6.
- **Priority 7** – Measures the school’s progress in ensuring that all students have access to a broad course of study. Due to the nature of the school’s independent study program, students can access the courses they need to graduate. The school has met the criteria for priority 7.

Ms. Berry then asked the board for any comments on the LCFF Local Indicators Report.

Board President Beck thanked Ms. Berry.

#### **E. School Survey Report**

Ms. Berry directed the board to the school survey report located in their board packet. Ms. Berry explained that each year the school conducts a climate survey that aligns with the school’s LCAP goals. The school implemented a new survey tool that has helped to gain a more in depth understanding of how students, parents and staff feel about the climate of the school’s learning centers. The new survey tool includes questions on the school’s climate, connectedness and engagement, social emotional learning, academics, future goals, college and career, and civic engagement. Ms. Berry reported that 680 students participated in the survey and highlighted a few of the survey data points. Ms. Berry then explained the data in these surveys are essential to the school leaders’ instruction and climate goals and their work towards continuous improvement.

Board President Beck thanked Ms. Berry and expressed how great it is to hear the parents and students feel safe at school.

#### **F. Annual IRS Form 990, Return of Organization Exempt From Income Tax and the California return for 2020, as filed**

Guita Sharifi informed the board that the corporation’s annual 990 federal tax return and the California return for 2020, which was provided to each board member, has been filed prior to the May 15, 2022, extension due date.

Board President Beck thanked Ms. Sharifi for the update.

#### **G. 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 of 4.5%, 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 May 23, 2022.

Board President Beck thanked Ms. Sharifi for the update.

#### **H. Area Superintendent Performance Review (Evaluation Tool for school year 2022-2023), First Read**

Jeff Martineau directed the board to the first read of the draft Area Superintendent evaluation tool for the 2022-2023 school year. Mr. Martineau explained this evaluation tool is for the board’s consideration when evaluating the Area Superintendents and shall be a cooperative effort between the Board, Corporate Officers, and Area Superintendents. Mr. Martineau then reviewed the focused areas of performance and the changes from the current school year evaluation tool. He then requested input from the board and noted that this item will be placed as an action item on the August regular board meeting agenda with a recommendation for board approval.

Board President Beck thanked Mr. Martineau.

## V. Public Hearing

### A. Open Public Hearing

Victoria Hancock made a motion to open the public hearing.

Michael R Adams seconded the motion.

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

#### Roll Call

Michael Molloy Aye

Victoria Hancock Aye

Claudette Beck Aye

Michael R Adams Aye

### B. The Board will hold a public hearing to solicit the recommendations and comments of members of the public regarding the Budget Overview for Parents and the Local Control Accountability Plan (LCAP) for the 2022-2023 school year

Board President Beck announced the public hearing opened at 12:30 p.m.

Michelle Berry directed the board to the Budget Overview for Parents (BOP) and the Local Control Accountability Plan (LCAP) for the 2022-2023 school year. Ms. Berry explained that the BOP includes information on the Local Control Funding Formula revenues, supplemental and concentration grants, and state funds. The BOP demonstrates to the public and parents that the school directed its funds in 2021-2022 towards increasing or improving service in meeting the needs of the school community, while also directing funding for its high needs students such as low income students, English Learners, and foster youth.

Ms. Berry then reviewed the projected revenue chart, which explains the projected revenue for the school by each fund source: LCFF funds with both supplemental and concentration grants, and local, state and federal funds. Ms. Berry discussed the estimated budgeted expenditures and the corresponding actions and services in the LCAP.

Ms. Berry then reviewed the school's proposed five LCAP goals for the 2022-2023 school year:

- Goal 1 – Increase Academic Progress: The combined seven actions of this goal have increased the academic progress of students as measured by key metrics such as grad rate and credit completion and students in this cohort graduating every day and anticipate this rate to increase by the end of the year.
- Goal 2 – Students will gain skills for college and career readiness: The school is monitoring students completing the Professional Skills course, and student enrollment in CTE courses, CTE Pathways, a-g courses, and Dual enrollment programs. The school continues to evaluate the program and reflect on shift to improve student enrollment.
- Goal 3 – Increase Student Retention: The school has met every metric in this category and one large success was the school's attendance rate.
- Goal 4 – Increase Educational Partner Engagement: The school has made significant improvement in this area and Parent Advisory and ELPAC participation is up by over 900%.
- Goal 5 – Increase Resiliency. The school had over 1,800 students participate in the Trauma Resilient Educational Community programs such as WIOA, JAG and



HOPE and look forward to expanding the offerings in the area of resiliency in the 2022-2023 school year.

Ms. Berry then directed the board to the allocation of funds to support these goals and then requested any input from the board or public on the school's BOP and LCAP plan for the 2022-2023 school year.

### C. Close Public Hearing

Hearing no comments from the public, Board President Beck thanked Ms. Berry and requested a motion to close the public hearing. After the following vote, the public hearing was closed at 12:38 p.m.

Michael Molloy made a motion to close the public hearing.  
Victoria Hancock seconded the motion.  
The board **VOTED** to approve the motion.

#### Roll Call

Claudette Beck Aye  
Michael Molloy Aye  
Michael R Adams Aye  
Victoria Hancock Aye

## VI. Action Items

### A. The Board will be asked to confirm its acknowledgement that Claudette Beck, Michael R. Adams, Victoria Hancock and Mike Molloy, have been reappointed as members of the Board of Directors by Educational Advancement Corporation, the sole member of Antelope Valley Learning Academy, Inc. for the term July 1, 2022 through June 30, 2023

Bill Thompson reported to the board that the Board of Directors of Educational Advancement Corporation (EAC), the sole member of Antelope Valley Learning Academy, Inc., has acted to reappoint Claudette Beck, Michael R. Adams, Mike Molly and Victoria Hancock as members of the Assurance Learning Academy of Directors for the term July 1, 2022 through June 30, 2023. Mr. Thompson then recommended the board vote to confirm its acknowledgment of EAC's action to reappoint the board members.

Victoria Hancock made a motion to confirm its acknowledgement that Claudette Beck, Michael R. Adams, Victoria Hancock and Mike Molloy, have been reappointed as members of the Board of Directors by Educational Advancement Corporation, the sole member of Antelope Valley Learning Academy, Inc. for the term July 1, 2022 through June 30, 2023. Michael R Adams seconded the motion.  
The board **VOTED** to approve the motion.

#### Roll Call

Victoria Hancock Aye  
Claudette Beck Aye  
Michael R Adams Aye  
Michael Molloy Aye

### B. The Board will be asked to re-authorize the Corporate Officers and Senior Administration to make all reasonable and necessary business arrangements, and enter into all reasonable and necessary transactions, including but not limited to, contracts with vendors, employees, consultants and others

Board President Beck requested a motion to re-authorize the Corporate Officers and Senior Administration to make all reasonable and necessary business arrangements, and enter into



all reasonable and necessary transactions, including but not limited to, contracts with vendors, employees, consultants and others.

Michael Molloy made a motion to re-authorize the Corporate Officers and Senior Administration to make all reasonable and necessary business arrangements, and enter into all reasonable and necessary transactions, including but not limited to, contracts with vendors, employees, consultants and others.

Michael R Adams seconded the motion.

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

**Roll Call**

Claudette Beck Aye

Michael R Adams Aye

Michael Molloy Aye

Victoria Hancock Aye

**C. The Board will be asked to re-authorize the Corporate Officers to award discretionary incentives to employees at various sundry times**

Board President Beck requested a motion to re-authorize the Corporate Officers to award discretionary incentives to employees at various sundry times.

Victoria Hancock made a motion to re-authorize the Corporate Officers to award discretionary incentives to employees at various sundry times.

Michael Molloy seconded the motion.

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

**Roll Call**

Michael R Adams Aye

Victoria Hancock Aye

Michael Molloy Aye

Claudette Beck Aye

**D. The Board will be asked to approve the Local Control Funding Formula (LCFF) for school year 2022-2023, which drives the primary source of funding for the charter school**

Guita Sharifi explained that LCFF funding is the primary source of the school's revenue and determines the funding for charter schools, which has two primary components: a base rate component that applies to all schools that depends exclusively on Average Daily Attendance (ADA) by grade span, and a supplemental and concentration component that depends on the percentage of school's English Learners, foster youth or low-income students. The LCFF calculation is the largest source of the school's unrestricted revenue and is essential to budget and LCAP development. Ms. Sharifi further explained the total LCFF revenue estimated to be received for the 2022-2023 school year, including the total supplemental and concentration funding. Ms. Sharifi recommended the board approve the LCFF for school year 2022-2023.

Michael R Adams made a motion to approve the Local Control Funding Formula (LCFF) for school year 2022-2023, which drives the primary source of funding for the charter school.

Victoria Hancock seconded the motion.

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

**Roll Call**

Victoria Hancock Aye

Michael Molloy Aye

Claudette Beck Aye

Michael R Adams Aye

**E.**

**The Board will be asked to approve the Education Protection Account (EPA) spending determinations**

Guita Sharifi explained that the Education Protection Account (EPA) is a component of the LCFF funding that must be used only for instruction and be posted on the school's website every year. Ms. Sharifi discussed the total estimated EPA revenue to be received for the 2022-2023 school year. Ms. Sharifi recommended the board take action to approve the EPA spending determinations.

Michael Molloy made a motion to approve the Education Protection Account (EPA) spending determinations.

Michael R Adams seconded the motion.

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

**Roll Call**

Victoria Hancock Aye

Michael Molloy Aye

Claudette Beck Aye

Michael R Adams Aye

**F. The Board will be asked to approve the Budget for the 2022-2023 fiscal year**

Guita Sharifi informed the board the school's budget is based on funding information from the May revision to the State's budget and will be adjusted in the future if there are changes to the budget when it is signed in June or in subsequent revisions during the summer.

Ms. Sharifi then explained the funding projections for next fiscal year, include a COLA of 6.56% to the LCFF funding rate compared to prior year. This is the highest COLA the school has seen since the inception of the LCFF funding formula. Ms. Sharifi further explained there is an additional \$2.1B included in the State's budget that will be allocated to the base rate of the LCFF formula and an \$8B for one-time discretionary grants. However, there is still no detail or clarity on how these additional funds and grants will be dispersed or the impact to the funding rate, therefore these funding amounts are not included in the school's original budget and will be added in future revisions.

Ms. Sharifi then discussed the school's projected ADA of 3,208 for school year 2022-2023, which is a decrease compared to the 2021-2022 school year.

Next, Ms. Sharifi reviewed the projected revenue for the school and explained the revenue amounts from LCFF sources, federal funds, and other state revenue, which include lottery funds, and she noted the school is not projecting local revenue.

Ms. Sharifi then reviewed the school's expenditures and discussed the reduction of salaries and benefits and purchasing as compared to the 2021-2022 school year. Ms. Sharifi also reviewed the operating expenses which is an increase compared to the current school year with increases for training, insurance, utilities, professional services and communications.

Ms. Sharifi informed the board the school is projecting a positive net position and ratio of reserves to expenditures. Ms. Sharifi then recommended the board approve the school budget for the 2022-23 fiscal year.

Board President Beck thanked Ms. Sharifi for her great report.

Victoria Hancock made a motion to asked to approve the Budget for the 2022-2023 fiscal year.

Michael R Adams seconded the motion.

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

**Roll Call**

Claudette Beck Aye  
Michael R Adams Aye  
Victoria Hancock Aye  
Michael Molloy Aye

**G. The Board will be asked to approve the Budget Overview for Parents and the Local Control Accountability Plan (LCAP) for the 2022-2023 school year**

Michelle Berry invited questions and suggestions from the board on the Local Control Accountability Plan (LCAP) for the 2022-2023 school year, which was shared during the public hearing. She then recommended the board approve the Budget Overview for Parents and the LCAP for the 2022-2023 school year.

Michael Molloy made a motion to approve the Budget Overview for Parents and the Local Control Accountability Plan (LCAP) for the 2022-2023 school year.

Victoria Hancock seconded the motion.

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

**Roll Call**

Michael R Adams Aye  
Victoria Hancock Aye  
Michael Molloy Aye  
Claudette Beck Aye

**H. The Board will be asked to approve the school's Title I federal addendum for Schoolwide Program for the 2022-2023 fiscal year**

Michelle Berry directed the board to the school's Title I federal addendum for a Schoolwide Program located in their board packet. Ms. Berry informed the board the purpose of Title I funding is to ensure that all children have a fair, equal, and significant opportunity to obtain a high quality education and reach, at minimum, proficiency on challenging state academic achievement standards and state academic assessments.

Ms. Berry explained that Title I funds are used to support effective, evidence-based educational strategies that close the achievement gap and enable the students to meet the state's challenging academic standards. This year, the school will be moving from a Targeted Assistance School to a Schoolwide Program. This shift will enable us to increase the number of students eligible to utilize the resources from Title I funding.

Ms. Berry recommended the board approve the school's application for Title I funds for a Schoolwide Program for the 2022-2023 fiscal year.

Board President Beck thanked Ms. Berry.

Michael R Adams made a motion to approve the school's Title I federal addendum for Schoolwide Program for the 2022-2023 fiscal year.

Michael Molloy seconded the motion.

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

**Roll Call**

Claudette Beck Aye  
Michael Molloy Aye  
Michael R Adams Aye  
Victoria Hancock Aye

**I.**

**The Board will be asked to approve the Consolidated Application process and submission for all reports required for the 2022-2023 school year**

Michelle Berry explained the school will be requesting Title I, Part A, federal funds for a Schoolwide Program (SWP). Title I, Part A is a federal categorical program contained in the Consolidated Application (ConApp) and purpose is to ensure that all children have a fair and equal opportunity to obtain a high quality education and reach, at a minimum, proficiency on the state content standards and assessments. The intent of this funding is to meet the educational needs of low-achieving students enrolled in the highest poverty schools. For each federal program entitlement, LEAs allocate funds for the program as indicated by the program requirements. For the 2022-23 school year, the school is requesting Title 1 Part A, Federal Funds. Ms. Berry recommended the board approve the ConApp process and submission of all reports required for the school for the 2022-23 school year.

Victoria Hancock made a motion to approve the Consolidated Application process and submission for all reports required for the 2022-2023 school year.

Michael R Adams seconded the motion.

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

**Roll Call**

Michael R Adams Aye  
Victoria Hancock Aye  
Claudette Beck Aye  
Michael Molloy Aye

**J. The Board will be asked to renew a Revolving Line of Credit (RLOC) from Hanmi Bank for the 2022-2023 school year, as needed, to maintain adequate cash flow pursuant to the RLOC provisions**

Guita Sharifi reminded the board of the current Hanmi Bank agreement that provides a line of credit at a lower interest rate compared to other financing mechanisms to support the school's finances only when necessary to maintain adequate cash flow. Ms. Sharifi then explained the school has the opportunity to renew the Revolving Line of Credit (RLOC) with Hanmi Bank for the 2022-2023 school year in the amount of \$6,000,000 with the current interest rate of 4.5%. Ms. Sharifi reminded the board the interest rate is calculated at the greater of (1) the prime rate plus 0.50%, or (2) 3.75%. Ms. Sharifi then recommended the board approve the Hanmi Bank RLOC.

Michael R Adams made a motion to renew a Revolving Line of Credit (RLOC) from Hanmi Bank for the 2022-2023 school year, as needed, to maintain adequate cash flow pursuant to the RLOC provisions.

Michael Molloy seconded the motion.

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

**Roll Call**

Michael R Adams Aye  
Claudette Beck Aye  
Michael Molloy Aye  
Victoria Hancock Aye

**K. The Board will be asked to approve obtaining a loan from LLAC during the 2022-2023 fiscal year, as needed to maintain adequate cash flow, pursuant to promissory note provisions with applicable interest**

Guita Sharifi explained to the board that the Lifelong Learning Administration Corp. (LLAC), the school's vendor for administrative and educational services, offers a short-term borrowing option to support the school when necessary for a maximum limit of \$3,000,000 at an interest

rate of four percent (4%). Ms. Sharifi explained the amount is a maximum and the school may utilize it entirely, or not at all. Ms. Sharifi further emphasized this is an alternative financing option for the school to meet short-term cash flow needs only if needed for the 2022-2023 school year and as the last resort if there is not enough funding available from the Hanmi Bank RLOC to maintain adequate cash flow pursuant to a promissory note with interest rate. Ms. Sharifi then recommended the board approve the LLAC promissory note.

Victoria Hancock made a motion to approve obtaining a loan from LLAC during the 2022-2023 fiscal year, as needed to maintain adequate cash flow, pursuant to promissory note provisions with applicable interest.

Michael Molloy seconded the motion.

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

**Roll Call**

Michael R Adams Aye

Victoria Hancock Aye

Michael Molloy Aye

Claudette Beck Aye

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

**A. Observations and Comments**

Jeff Brown congratulated Ms. Berry and thanked her for her reports. He expressed how exciting the end-of-the-year events are, and the wonderful graduation. He commented on the math report and the school survey results.

Jeri Vincent praised Ms. Berry and thanked her for her continued oversight. She thanked the board for their support and oversight. Ms. Vincent also thanked Ms. Sharifi, Mr. Thompson, the Charter Affairs Team, and Mr. Martineau for their professionalism and continued support.

Board President Beck thanked Ms. Berry and Ms. Parra for all their hard work.

**VIII. Closed Session**

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

CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Government Code § 54956.9(d)(1).) Name of Case: William Rice vs. Unified Protective Services, Inc., et al., Los Angeles Superior Court Case Number: 20STCV25615

And

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Government Code section 54957(b).)

Michael R Adams made a motion to adjourn open public Board meeting to go into closed session.

Michael Molloy seconded the motion.

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

**Roll Call**

Michael R Adams Aye

Victoria Hancock Aye

Michael Molloy Aye

Claudette Beck Aye

**B.**

**Adjourn closed session and reconvene to open public Board meeting**

Michael R Adams made a motion to adjourn closed session and reconvene to open public Board meeting.

Victoria Hancock seconded the motion.

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

**Roll Call**

Victoria Hancock Aye

Michael R Adams Aye

Claudette Beck Aye

Michael Molloy Aye

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

Board President Beck stated no action was taken in closed session for the CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Government Code § 54956.9(d)(1).) Name of Case: William Rice vs. Unified Protective Services, Inc., et al., Los Angeles Superior Court Case Number: 20STCV25615

And

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Government Code section 54957(b).)

**IX. Closing Items**

**A. Next Board Meeting Date: July 19, 1:30pm**

**B. Adjourn Meeting**

Victoria Hancock made a motion to adjourn the meeting.

Michael R Adams seconded the motion.

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

**Roll Call**

Michael Molloy Aye

Michael R Adams Aye

Claudette Beck Aye

Victoria Hancock Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:21 PM.

Respectfully Submitted,  
Michael R Adams

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**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@assurancelearning.org](mailto:publiccomments@assurancelearning.org).