

# 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 March 1, 2023 at 12:00 PM

#### Location

**Meeting Location:** 177 Holston Drive, Lancaster, CA 93535

#### Or Join Using the Meeting Link:

[https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F\\_%23%2Fmeetup-join%2F19%3Ameeting\\_OTa4NTY1N2EtY2RiMCO0MDhiLThhYTEtMzg2MWJhNTAyMGEw%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=4b2409da-88a1-4c6b-82fe-8aecf3599d53&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true](https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2Fmeetup-join%2F19%3Ameeting_OTa4NTY1N2EtY2RiMCO0MDhiLThhYTEtMzg2MWJhNTAyMGEw%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=4b2409da-88a1-4c6b-82fe-8aecf3599d53&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true)

#### Or Call in for audio only:

Conference Line (657) 207-0015 Code: 325 777 417#

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#### MEETING LOGISTICS

The public is encouraged to participate in the meeting in person, or by dialing the conference line or 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 during the "Public Comment" section of the meeting agenda.

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#### Directors Present

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

#### 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 Mar 1, 2023 at 12:00 PM.

#### B.

### **Record Attendance and Guests**

Board President Beck introduced Vanessa Mendoza, who performed a roll call of the learning center locations that joined the meeting via a two-way teleconference line. Ms. Mendoza informed the board that learning center located at 9022 Laurel Canyon Road, Sun Valley, CA 91352, is currently closed due to rain damage and the public has been alerted to attend the board meeting at one of the alternate meeting locations or join the meeting via teleconference.

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

Board Member Molloy 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  
Liliana Childs, Principal  
Jeremy Johnson, Principal  
Sharon Smyth, Principal  
Rachel Taggart, Principal  
Victor Nardiello, Regional Director of Educational Services  
Boa Nguyen, State and Federal Programs Director  
Tinisha Hamberlin, Regional Director of Educational Support Services  
Bill Thompson, Legal Counsel  
Guita Sharifi, CFO, LLAC  
Michelle Lopez, Legal Counsel, LLAC  
Bob Morales, Chief External Affairs Officer, LLAC

### **E. Approve Agenda for the March 1, 2023, Regular Public Meeting of the Board of Directors**

Michael R Adams made a motion to approve Agenda for the March 1, 2023, Regular Public Meeting of the Board of Directors.  
Michael Molloy 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

### **F. Approve Minutes of the February 1, 2023, Regular Public Meeting of the Board of Directors**

Victoria Hancock made a motion to approve the minutes from Regular Board Meeting on 02-01-23.  
Michael Molloy seconded the motion.  
The board **VOTED** to approve the motion.

#### **Roll Call**

Michael Molloy Aye  
Victoria Hancock Aye  
Claudette Beck Aye

**Roll Call**

Michael R Adams Aye

**II. Consent Agenda**

**A. Consent Agenda Items**

1. The Board will be asked to approve the 2023-2024 Parent Student Handbook
2. The Board will be asked to approve the 2023-2024 School Calendar

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 items.

Michael R Adams made a motion to approve the consent agenda items.

Victoria Hancock 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

**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. The time allotted per presentation will not exceed three (3) minutes, unless 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**

The school's Area Superintendents greeted the board and presented the following topics for each of their regions:

Julia Parra – Los Angeles (South Los Angeles) region

- Student enrollment increased by 196 students and a 129% increase in the number of graduates for Learning Period 7.
- The region's Special Education Lead Teachers and Program Specialists collaborated to create manipulative kits that will support and supplement curriculum for students working on their certificate of completion.
- Ventura County Office of Education offered a 3-hour in-person training for interested teachers for a mandatory course for teachers who carry a moderate-

severe credential as teachers who support students on Certificate of Completion Pathway.

- School Directors and Principals attended the first Learn4Life Principal's 2-day Summit to share, learn and build both individual and collective capacity at the school.

#### Taera Childers – Lancaster region

- December 8: Lancaster learning center graduation ceremony with 15 students receiving diplomas.
- December 15: The center hosted a festive event for parenting students and their children to celebrate the holiday season.
- Culinary Arts 2 course students recently hosted a bake sale.
- 16 students attended a Black College Expo at the Los Angeles Convention Center.
- The school hosted two successful events for parents and students to help increase engagement and participation in the school's annual survey.

#### Michelle Berry – San Fernando Valley (North Los Angeles) region

- December 15: Student holiday party for students to enjoy lunch and interact with each other. One student knitted 40 beanies as gifts to the students.
- December 16: Staff holiday breakfast.
- February: The school celebrated supervising teachers and students who had the most academic meetings held with counselors. The winning rosters enjoyed lunch catered by Panda Express as a reward for their hard work. 40 students participated in the event.
- Student Engagement Event: Video Games Club: students must earn at least one core credit per week to be eligible to participate. This policy has made a significant impact on participants' credit completion. Through the club, students have formed new friendships and are encouraging each other to stay on track with their academic goals.
- Staff and administrators teamed up with Paraprofessional Tatiana Palma to organize the first-ever clothing drive at our school. The clothing drive was a huge success, and it enabled our students and their children to find warm clothing during the colder season. 19 students participated.
- 33 enthusiastic students participated in a 4-day college tour including Cal State Channel Islands, UCSB, Loyola Marymount, Mount Saint Mary's University, Pitzer College, and the Garner Holt experiences.
- The North LA area hosted a fun-filled day at PicWick Gardens for the February student graduates.
- The February 15 in-person graduation ceremony was held in Burbank and 55 students participated in the ceremony.

Ms. Berry concluded her presentation and asked the board if they had any questions. Board President Beck thanked Ms. Parra, Ms. Childers, and Ms. Berry for their presentations. Ms. Beck praised the clothing drive arranged by the school.

## **B. WIOA Update**

Victor Nardiello shared an update on the North Los Angeles region WIOA program and their partnership with Goodwill. Mr. Nardiello then shared a story of a recent student graduate who completed the car restoration training program and was hired by Northrop Grunman. Finally, Mr. Nardiello updated the board on WIOA entry presentations and orientations at the Lancaster learning center, which are hosted by the school Community Liaison and College and Career Coordinator. Board President Beck thanked Mr. Nardiello for his update.

## **C.**

## Principal Update

Liliana Childs greeted the board and provided a presentation on the following topics for the Los Angeles region:

- November and December School Events:
  - The school held multiple gatherings at the learning centers to build a mutual sense of belonging and share gratitude for the school's educational partners.
  - The Long Beach and North Long Beach learning centers hosted a holiday dinner with nearly 100 students and family members in attendance.
  - The Rolling Hills learning center held an Awards Night for students and families with over 90 in attendance.
  - The Lincoln learning center held a Community Dinner Night, presenting awards and sharing an introduction to our Community Schools initiative.
  - The Rolling Hills center held a Senior Breakfast with food, cap and gown decorations, and distribution of graduation tickets.
  - The Hope Program: Staff at Long Beach, North Long Beach, Rolling Hills and Wilmington centers collected toys and infant goods to hand out for the holidays.
  - Successful Winter graduation with 13 students enrolling in community colleges and three students being accepted into 4-year universities.
- LCAP Goals Events
  - LCAP Goal #1 Actions 4 and 5: students attended field trips to Griffith Observatory and the Ronald Reagan Presidential Library and Museum and several students attended the Los Angeles Black College Expo.
  - LCAP Goal #2: 16 students completed Fall Dual Enrollment courses at Rio Hondo, Santa Ana, and Cerritos colleges and 10 students are enrolled for the Spring Semester.
- Arts, Music, and Music Grant Update
  - Students from the Downey learning center participated in an Arts media entertainment course where they learned the fundamentals of film and video production, media literacy, script writing, and more using state of the art cameras, ipads, and laptops.
- WIOA Update
  - WIOA Symposium event sharing best practices, learning about new opportunities, and strengthening existing partnerships.
  - Rolling Hills learning center held a Workforce Development Week for students focusing on workforce preparedness topics including resume writing, job searching, and submitting applications.
  - Lincoln learning center hosted an on-site WIOA enrollment with WIOA partner Archdiocesan Youth Employment Services.
  - Downey learning center partner, Rio Honda AJCC, hosted an event which offered the school a booth at the Youth and Community Resource Fair at Whittier Adult School.
  - The Long Beach and North Long Beach learning centers participated in the Long Beach Adult Education Consortia along with various service providers, workforce development boards, businesses, and educational institutions.
- Student Achievement Spotlight
  - The school offered blended 8-9 week SGI course classes with 57 students completing mostly core credits, with an average grade of 86.5%.
- Educator Effective Block Grant Update

- The school hosted a region-wide professional development on Professional Learning Communities presented by Solution Tree to kick off the new year.

Ms. Childs then introduced a speaker who shared her story about how the school's individualized learning model has made a difference in her education. Board President Beck thanked Ms. Childs for her report. Ms. Beck thanked the student for sharing her story.

#### **D. Legislative Update**

Bill Thompson directed the board to the legislative update summary for the 2022-23 school year located in their board packet. Mr. Thompson informed the board LLAC monitors all proposed and approved legislation for the school and works closely with the school leaders on legislative changes. Mr. Thompson then introduced Michelle Lopez, who reviewed several noteworthy and applicable laws, including AB 748, AB 185, AB 58, AB 452, SB 906, AB 2158, AB 2449 and SB 1100. Ms. Lopez recommended the board review the legislative summary and to reach out with any questions.

Mr. Thompson, introduced Bob Morales, who provided the board with an update of the ongoing efforts of the LLAC External Affairs division. Board President Beck thanked Ms. Lopez, Mr. Thompson, and Mr. Morales for their updates. Ms. Beck commented on the importance of having the legislature and senators visit the school.

#### **E. Finance Update**

Guita Sharifi directed the board to the financial update report for the Hanmi Bank Rotating Line of Credit (RLOC) and LLAC promissory note updates as of January 31, 2023. Ms. Sharifi reviewed the Hanmi RLOC current interest rate of 8.25%, which represents an increase from the previous RLOC of 7.5%, the expiration date, the current RLOC withdrawal amount, and the RLOC covenants ratios. Ms. Sharifi then reviewed the LLAC promissory loan balance, cumulative borrowing, available balance, and current interest rate of 4%. Board President Beck commented on the interest rates and thanked Ms. Sharifi for her update.

#### **F. California Dashboard Report**

Michelle Berry welcomed the board and reminded the board the school is currently certified as a Dashboard Alternative Schools Status (DASS) school, and provided an accountability update for the school. Ms. Berry explained the California School Dashboard is one part of California's comprehensive accountability system for schools, districts, and county offices of education that reports performance and progress in 13 different areas (six state indicators and seven local indicators). Each area reflects the priorities of California's Local Control Funding Formula (LCFF) and the metrics required by the federal Every Student Succeeds Act (ESSA).

Ms. Berry informed the board this is the first Dashboard released since the pandemic and then reviewed the status levels for the school. Ms. Berry discussed the graduation rate listed on the Dashboard for the school year 2021-22 compared to the school's internal one-year graduation cohort rate. Ms. Berry explained this percentage includes fourth-year graduates from the Class of 2022 as well as fifth-year graduates from the Class of 2021. On July 27, 2022, the US Department of Education (ED) declined California's waiver request that would allow for the continued use of modified methods for calculating the Academic and Graduation Rate indicators. As a result of this waiver denial, the 2022 Dashboard will be the first Dashboard without any modified methods

applied to state indicators and all DASS schools will be treated the same as all other schools on the Dashboard. Previously, DASS schools were able to measure their graduation rate using a one-year cohort rather than a 4-year cohort. Ms. Berry stated the school's internal one-year cohort rate is 86.37%.  
Board President Beck thanked Ms. Berry for her report.

### **G. Current Vendor List**

Michelle Berry directed the board to the current vendor list located in their board packet. Ms. Berry explained this is a list of all vendors from July 1, 2022 through December 31, 2022, includes a brief description of services, and includes vendors who provide varying services including professional development, technology, health care benefits, etc. Ms. Berry reminded the board this information is provided bi-annually, and she reviewed the list for accuracy. Ms. Berry then requested the board to review the list for any potential conflicts of interest and to reach out to Ms. Berry or legal counsel for any questions.  
Board President Beck thanked Ms. Berry for the updated list.

### **H. 2022-2023 Board Meeting Dates**

Board President Beck directed the board to the updated 2022-2023 regular board meeting calendar located in their board packet and requested the board to review the meeting dates and times.

## **V. Action Items**

### **A. The Board will be asked to approve the Charter School's renewal application and re-certification for Dashboard Alternative School Status**

Michelle Berry directed the board to the letter enclosed in their board packet and explained that as a Dashboard Alternative Schools Status (DASS) program, the school must re-certify its DASS status every three years. To be eligible for DASS, charter schools must have an unduplicated count of at least 70 percent of their total enrollment comprised of high-risk students, obtain approval from the Charter School Board certifying the school meets the DASS criteria, and send notification to the authorizing governing board. Ms. Berry then explained the school has met the threshold for qualifying for DASS recertification with an unduplicated student population of 76.2%. Ms. Berry recommended the board approve the school's renewal application and re-certification for Dashboard Alternative School Status.  
Board President Beck thanked Ms. Berry and requested a motion.  
Victoria Hancock made a motion to approve the Charter School's renewal application and re-certification for Dashboard Alternative School Status.  
Michael R Adams seconded the motion.  
The board **VOTED** to approve the motion.

#### **Roll Call**

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

### **B. The Board will be asked to approve the revised Charter School Accounting Manual**

Guita Sharifi directed the board to the summary page overview of the recommended changes to the Charter School Accounting Manual included in the board packet. Ms. Sharifi explained the changes include updates to that table of contents, grammatical and spelling corrections, and the following recommended revisions:

- Page 99: Board Member Travel Reimbursement Policy added.
- Page 106: Coronavirus Pandemic addition removed as the pandemic ended March 16. Verbiage adjusted to reflect remote work rather than during a pandemic. Addition of ACH procedure details.
- Pages 106-107: Check signing authority is now always given to three individuals, rather than “at least three individuals.” Additional basic grammar and verbiage corrections.
- Page 115: Pandemic regulations removed from the check signing processes and replaced with remote work regulations.

Ms. Sharifi then recommended the board approve the revised Charter School Accounting Manual.

Board President Beck thanked Ms. Sharifi and requested a motion.

Michael Molloy made a motion to approve the revised Charter School Accounting Manual.

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

### **C. The Board will be asked to approve the Second Interim Report and the Revised Budget for the 2022-2023 school year**

Guita Sharifi directed the board to the Second Interim Report and revised budget for the 2022-23 school year and explained that the purpose of the report is to provide a financial overview of the school after the first 7 months of operations, from July 1, 2022 through January 31, 2023 actuals, and projected budget to June 2023 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 reviewed the ADA, expenditures, revenue, and projected reserves, and highlighted the following areas:

- The school originally budgeted a P2 ADA of 3,208, and the school is currently projecting a funding P2 ADA of 3,481.
- The school's revenue projections adjustments are primarily from changes in projected ADA and a reduction of approximately 33% in the Arts and Music Block Grant.
- LCFF, federal revenue, other state revenue, and other local revenue projections.
- Projected total expenditures of \$63.1M, which is an increase of \$12.6M compared to the original budget due to an increase in most spending categories due to the implementation of services related to the one-time restricted grants and an expansion of existing instructional spending due to the increase in projected ADA.

Finally, Ms. Sharifi reviewed the school's ending fund balance and restricted reserves and asked the board for input and questions.

Board President Beck thanked Ms. Sharifi and requested a motion.

Michael R Adams made a motion to approve the Second Interim Report and the Revised Budget for the 2022-2023 school year.

Michael Molloy seconded the motion.

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



**Roll Call**

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

**D. The Board will be asked to approve using the auditing firm Wilkinson, Hadley & King & Co., LLP for the 2022-2023 audit**

Guita Sharifi directed the board to the proposal presented by Wilkinson Hadley King & Co. to prepare the school's June 30, 2023 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 2021 Form 990 Federal Return of Organization Exempt from Income Tax. Ms. Sharifi recommended the board approve the engagement letter with Wilkinson Hadley King & Co.

Board President Beck thanked Ms. Sharifi and requested a motion.

Victoria Hancock made a motion to approve using the auditing firm Wilkinson, Hadley & King & Co., LLP for the 2022-2023 audit.

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

**E. The Board will be asked to approve the Board Resolution Approving Board Stipends, increasing the board member stipend from \$450 to \$500 for each board member in attendance at a board meeting**

Bill Thompson directed the board to the board resolution approving an increase in board stipends from \$450 per board meeting to \$500 per board meeting for each board member in attendance. Mr. Thompson explained the reasonable \$50 increase takes into consideration the additional board member responsibilities, time requirements, additional participation required at school events, and the overall cost of living increase. Mr. Thompson recommended the board approve the Board Resolution Approving Board Stipends.

Board President Beck thanked Mr. Thompson and requested a motion.

Michael Molloy made a motion to approve the Board Resolution Approving Board Stipends, increasing the board member stipend from \$450 to \$500 for each board member in attendance at a board meeting.

Victoria Hancock seconded the motion.

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

**Roll Call**

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

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

**A. Observations and Comments**

Jeff Brown thanked Ms. Parra, Ms. Berry, and Ms. Childers. Mr. Brown praised the staff for opening doors and providing opportunities for the students. Mr. Brown then

thanked Ms. Childs for sharing the future plans of recent graduates. He also praised the HOPE program and the WIOA program. Lastly, Mr. Brown thanked the legal department and legislative group for their continued support.

Jeri Vincent agreed with Mr. Brown and commented on all of the hard work everyone is doing for the students.

Board President Beck thanked the staff for their presentations.

## **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: Ripors vs. Assurance DFEH Case 202112-1553262
2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(Gov. Code section 54957(b)(1).) Title: Area Superintendent

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**

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

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

Victoria Hancock made a motion to adjourn closed session and reconvene to open public Board meeting.

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. 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 following:

1. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION  
(Government Code section 54956.9(d)(1).) Name of Case: Ripors vs. Assurance DFEH Case 202112-1553262
2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(Gov. Code section 54957(b)(1).) Title: Area Superintendent

## **VIII. Closing Items**

### **A. Next Board Meeting Date: April 24, 2023, 1:30pm**

### **B.**

### **Adjourn Meeting**

Michael R Adams made a motion to adjourn the meeting.

Michael Molloy seconded the motion.

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

### **Roll Call**

Michael R Adams Aye

Michael Molloy 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 1:19 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). Documents are also available for public inspection at the Meeting Location noted on this agenda.