

APPROVED

Assurance Learning Academy

Minutes

Regular Board Meeting

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

Date and Time

Monday April 15, 2024 at 1:00 PM

Location

Meeting Location: 177 Holston Drive, Lancaster, CA 93535

Satellite Location: 4032 West Avenue L-6, Quartz Hill, CA 93536

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 239 839 243 777

Passcode: TsN2Rb

Or call in (audio only)

[+1 657-207-0015,,181948565#](#)

Phone Conference ID: 181 948 565#

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. The public may also provide comments 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.

Directors Present

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

Directors Absent

None

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 Monday Apr 15, 2024 at 1:00 PM.

B. Record Attendance and Guests

Board President Beck performed a board member roll call and a quorum was established.

Board President Beck then introduced Vanessa Mendoza, who performed a roll call of the learning center locations that joined the meeting via a two-way teleconference line.

C. Pledge of Allegiance

Board Member Hancock led the pledge of allegiance.

D. Staff Introductions

Jeff Brown, CEO

Jeri Vincent, Corporate Secretary

Shellie Hanes, Superintendent

Victor Nardiello, Area Superintendent

Jeff Martineau, V.P. of Charter Relations

Angelique Sims, Principal

Sharon Lee, State and Federal Programs Coordinator

Heather Stuve, Director of Special Education

Liliana Childs, Principal

Bill Thompson, Legal Counsel

Guita Sharifi, CFO, LLAC

Bob Morales, Chief External Affairs Officer, LLAC

E. Approve Agenda for the April 15, 2024, Regular Public Meeting of the Board of Directors

Michael R Adams made a motion to approve Agenda for the April 15, 2024, Regular Public Meeting of the Board of Directors.

John Dortch seconded the motion.

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

Roll Call

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

F. Approve Minutes of the February 20, 2024, Regular Public Meeting of the Board of Directors

Michael Molloy made a motion to approve the minutes from Regular Board Meeting on 02-20-24.

Victoria Hancock seconded the motion.

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

Roll Call

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

G. Approve Minutes of the March 4, 2024, Regular Public Meeting of the Board of Directors

Michael R Adams made a motion to approve the minutes from Regular Board Meeting on 03-04-24.

John Dortch 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
John Dortch Aye

II. Consent Agenda

A. Consent Agenda Items

Board President Beck announced the following consent agenda items:

1. The revised Uniform Complaint Policy and Procedures
2. The revised Academic Integrity and Plagiarism Policy, an update to the school's 2024-2025 Parent-Student Handbook

Board President Beck then 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.

Victoria Hancock made a motion to approve the consent agenda items.

Michael R Adams seconded the motion.

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

Roll Call

Victoria Hancock Aye

Michael Molloy Aye

Michael R Adams Aye

John Dortch Aye

Claudette Beck 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. Finance Update

Guita Sharifi directed the board to the Hanmi Bank Revolving Line of Credit (RLOC) financial update included in the board packet and reviewed the school's credit amount, including the current interest rate of 9.0%, which is unchanged 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 February 29, 2024.

Ms. Sharifi then provided an update on the school's line of credit with LLAC, including the status of any amounts borrowed.

Ms. Sharifi discussed the state budget and deferral plans for the 2024-2025 school year. She informed the board she will provide the board with additional details during the June board meeting, after the Governor's May revision is released.

Lastly, Ms. Sharifi provided an update on the Title 1 funding that was approved in the federal budget.

Board President Beck thanked Ms. Sharifi for her update.

B. Legislative Update

Bob Morales provided the board with an update on legislative activities and ongoing efforts of the LLAC External Affairs division.

Board President Beck thanked Mr. Morales for his update.

C. Principal Update

Angelique Sims greeted the board and provided an update on the following recent events:

- Senior Meetings - graduation requirements, post-secondary options, and financial aid. She shared a student success story with the board.
- Partner Events - prom dress and tux give-away.
- School Growth - Lincoln center update.
- Staff Highlights - Staff awards and team building activities.

Ms. Sims then shared a video of a student reflecting on his school experience and the support he found at Assurance Learning Academy.

Shellie Hanes shared with the board that she attended a presentation at the CCSA Conference presented by Ms. Sims.

Board President Beck thanked Ms. Sims for her update and for sharing student stories.

D. Area Superintendent Update

Victor Nardiello greeted the board and then discussed the school's learning period 8 data including Average Daily Attendance (ADA), enrollment, overall credit completion, core credit completion, the one-year graduation cohort, and dual-enrollment.

Next, Mr. Nardiello provided a presentation on recent learning center events including state testing, holiday celebrations, honor roll, and field trips to CSULA and Washington DC. Mr. Nardiello then shared about the school's participation at the CABE Conference, as well as College and Career Day.

Board President Beck thanked Mr. Nardiello for his update.

E. WIOA Update

Victor Nardiello provided the board with an update on the WIOA Program. He discussed their partnership with Goodwill, including Virtual CAL Job Enrollment Sessions and the WDA-Advanced Manufacturing Internship Presentation.

Board President Beck thanked Mr. Nardiello for his update.

F. Local Control and Accountability Plan Goals and Metrics

Sharon Lee greeted the board and directed them to the LCAP goals and metrics located in their board packet. Ms. Lee reviewed the yearlong process to develop and finalize the LCAP goals and metrics and the engagement of school staff, parents, students, and community partners to provide feedback on the LCAP.

Ms. Lee then reviewed each of the school's four goals and discussed a few highlights and areas of improvement.

- Goal 1: Increase academic progress – focus goal.
- Goal 2: Students will gain skills for college and career readiness – broad goal.
- Goal 3: Increase student retention rate – maintenance goal.
- Goal 4: Increase educational partner engagement – maintenance goal.
- Goal 5: Increase resiliency – broad goal.

Ms. Lee concluded her report and asked the board if they had any input or questions. Board President Beck thanked Ms. Lee for her presentation and commented on the parent participation.

G. School Survey Report

Victor Nardiello directed the board to the school survey report located in their board packet. Mr. Nardiello then explained the three survey sections and shared a few highlights.

- Student survey highlights: 100% of students feel safe at school,
- Parent/guardian survey highlights: 100% feel the school is safe,
- Staff survey highlights: 100% feel safe at school,

Mr. Nardiello then explained the survey data is used when developing the LCAP for the next school year. Mr. Nardiello asked the board if they had any questions.

Board President Beck thanked Mr. Nardiello for his report.

H. CDE Notification of 2022-2023 Annual Determination Pursuant to the Individuals with Disabilities Education Act and Selection for 2023-2024 Special Education Monitoring Activities

Heather Stuve directed the board to the letter located in their board packet and explained that in support of the implementation of IDEA, the California Department of Education (CDE)

sends each school an annual determination letter indicating the school's status related to special education compliance.

Heather Stuve then explained the CDE reviews LEA data to identify the monitoring tier and level based on the LEA's overall performance in meeting the needs of students with disabilities (SWD) in a number of areas, including academic achievement, student success, school climate, disproportionality, and compliance with regulatory requirements. Ms. Stuve reported that for the 2024 year, the school received a determination of Targeted Level 3, Needs Assistance monitoring level – meeting the requirements of the IDEA, Part B. Ms. Stuve then discussed how the CIM team will monitor and address these areas.

Finally, Ms. Stuve asked the board if they had any input or questions. Board President Beck thanked Ms. Stuve for her presentaion.

I. 2024-2025 Draft Board Meeting Dates

Board President Beck directed the board to the draft 2024-2025 regular board meeting calendar located in their board packet.

V. Action Items

A. The Board will be asked to approve the amended Conflict of Interest Code

Jeff Martineau directed the board to the amended Conflict of Interest (COI) Code, which includes the new position of Chief Operating Officer, as presented during the previous regular board meeting. Mr. Martineau then recommended the board approve the amended COI Code.

Board President Beck thanked Mr. Martineau and asked for a motion.

Michael R Adams made a motion to approve the amended Conflict of Interest Code.

John Dortch seconded the motion.

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

Roll Call

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

B. The Board will be asked to approve the Declaration of Need (DON) forms as a prerequisite to the issuance of an emergency permit and/or limited assignment permit for teachers at the School for the 2024-2025 School Year per California Code of Regulations §80026

Victor Nardiello reminded the board of the purpose of the annual Declaration of Need (DON) forms, which ensure the school's eligibility to apply for emergency and/or limited assignment permits for teachers. Mr. Nardiello explained the DON will allow qualified individuals to be

authorized to serve in their teaching assignment while they are working towards completing the credential requirements for the educator's assignment. Mr. Nardiello then reviewed the estimated number of Emergency Permits such as Provisional Internship Permits (PIP), Short-Term Staff Permits (STSP), Emergency Cross-cultural, Language and Academic Development (CLAD) permits, and Variable Term Waivers that will be requested during the 2024-2025 school year.

Mr. Nardiello recommended the board approve the DON form for the school for the 2024-2025 school year.

Board President Beck thanked Mr. Nardiello and asked for a motion.

Victoria Hancock made a motion to approve the Declaration of Need (DON) forms as a prerequisite to the issuance of an emergency permit and/or limited assignment permit for teachers at the School for the 2024-2025 School Year per California Code of Regulations §80026.

Michael R Adams seconded the motion.

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

Roll Call

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

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

A. Observations and Comments

Jeff Brown thanked Mr. Nardiello for all of his reports. Mr. Brown also thanked Ms. Sims for her great work and dedication. Lastly, he thanked Ms. Lee for her hard work.

VII. Closed Session

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

1. Confidential Student Expulsion Case # ALA 2024-01

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Government Code section 54957(b)(1).)

Title: Superintendent

3. CONFERENCE WITH LABOR NEGOTIATOR

(Government Code section 54957.6)

Agency designated representative: Steve Churchwell or Jenni Kregel

Unrepresented Employee: Area Superintendent

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

John Dortch 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

John Dortch 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

Michael R Adams Aye

Victoria Hancock Aye

John Dortch Aye

Claudette Beck Aye

Michael Molloy Aye

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

Board President Beck reported the board took the following action on Confidential Student Expulsion Case #ALA 2024-01: with a motion by Board Secretary Adams and a second by Board Member Dortch, the board unanimously voted to expel the pupil.

Board President Beck then stated no action was taken in closed session the following items:

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Government Code section 54957(b)(1).)

Title: Superintendent

3. CONFERENCE WITH LABOR NEGOTIATOR

(Government Code section 54957.6)

Agency designated representative: Steve Churchwell or Jenni Kregel

Unrepresented Employee: Area Superintendent

VIII. Action Item

A. The Board will be asked to review and approve the salary range for Area Superintendent compensation

Following the board's opportunity to hear a presentation from Jenni Krengel, Bill Thompson recommended the area superintendent salary range be increased to \$170,000-\$198,750.

Board President Beck thanked Mr. Thompson and asked for a motion to approve the area superintendent compensation range based upon the analysis memo prepared and presented by the Buchalter Law Firm.

John Dortch made a motion to approve the salary range for Area Superintendent compensation.

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
John Dortch	Aye

IX. Closing Items

A. Next Board Meeting Date: May 30, 2024, 12:30pm

B. Adjourn Meeting

Michael R Adams made a motion to adjourn the meeting.

John Dortch seconded the motion.

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

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:04 PM.

Respectfully Submitted,

Michael R Adams

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. Documents are also available for public inspection at the Meeting Location noted on this agenda.