

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

Tuesday March 3, 2026 at 1:00 PM

Location

Meeting Location: 177 Holston Drive, Lancaster, CA 93535

Microsoft Teams

[Join the meeting now](#)

Meeting ID: 250 937 862 861 7

Passcode: Y6Hz22iv

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Phone conference ID: 128 610 206#

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

Carol Stanford, Claudette Beck, John Dortch, Victoria Hancock

Directors Absent

Michael Adams

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 Tuesday Mar 3, 2026 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 Adams attended the meeting remotely but did not participate or vote.

Board President Beck then introduced Jillian Rojas, 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 Dortch led the pledge of allegiance.

D. Staff Introductions

Jeff Brown, CEO

Shellie Hanes, Superintendent

Victor Nardiello, Area Superintendent

Amelia Harivich, Principal

Bill Thompson, Legal Counsel

Sharon Lee, State and Federal Programs Coordinator

Guita Sharifi, CFO, LLAC

E. Approve Agenda for the March 3, 2026, Regular Public Meeting of the Board of Directors

John Dortch made a motion to approve Agenda for the March 3, 2026, Regular Public Meeting of the Board of Directors.

Carol Stanford seconded the motion.

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

Roll Call

Claudette Beck Aye

John Dortch Aye

Michael Adams Absent

Carol Stanford Aye

Roll Call

Victoria Hancock Aye

F. Approve Minutes of the December 9, 2025, Regular Public Meeting of the Board of Directors

Carol Stanford made a motion to approve the minutes from Regular Board Meeting on 12-09-25.

Victoria Hancock seconded the motion.

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

Roll Call

Claudette Beck Aye

Carol Stanford Aye

Victoria Hancock Aye

Michael Adams Absent

John Dortch Aye

G. Approve Minutes of the January 13, 2026, Regular Public Meeting of the Board of Directors

John Dortch made a motion to approve the minutes from Regular Board Meeting on 01-13-26.

Carol Stanford seconded the motion.

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

Roll Call

Claudette Beck Aye

Michael Adams Absent

Victoria Hancock Aye

John Dortch Aye

Carol Stanford Aye

II. Consent Agenda

A. Consent Agenda Items

Board President Beck announced the following consent agenda items:

1. The 2026-2027 School Calendar
2. The School Accountability Report Card
3. The Student AI Use, Ethics, and Security Policy
4. The revised Uniform Complaint Policy and Procedures

President Beck then asked if any member would like to discuss any of the agenda items for action separately. Hearing none, Ms. Beck asked for a motion to approve the consent agenda items.

Victoria Hancock made a motion to approve the consent agenda items.
John Dortch seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

Victoria Hancock Aye
John Dortch Aye
Carol Stanford Aye
Claudette Beck Aye
Michael Adams Absent

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 7.5%, which is lower than 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.

Ms. Sharifi also provided the board with an update on the school's line of credit with LLAC, including the current interest rate of 6% and the current balance.

Lastly, Ms. Sharifi provided the board with an update on the governor's 26/27 budget and any potential impact on the school's budget.

Board President Beck thanked Ms. Sharifi.

B.

Area Superintendent & WIOA Update

Victor Nardiello greeted the board and discussed the Average Daily Attendance (ADA), enrollment, overall credit completion, and the core credit completion. Mr. Nardiello then discussed WIOA enrollment, career exploration events and workshops, featuring industry professionals offering students valuable guidance and practical skills for potential future careers.

Board Member Stanford and Mr. Nardiello discussed the decrease in enrollment.

Board President Beck thanked Mr. Nardiello for his update.

C. Principal Update

Amelia Harivich greeted the board and provided a presentation on recent learning center events, including honor roll awards and pictures from a recent Skirball Cultural Center experiential learning opportunity. She then shared a student highlight video.

Board President Beck thanked Ms. Harivich for her update and for sharing the student video.

D. California Dashboard Report

Sharon Lee explained that the California School Dashboard is one part of California's comprehensive accountability system for schools, districts, and county offices of education that reports performance, highlighting achievements, programs, and areas for improvement. 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. Lee then provided a detailed summary of the school's academic performance included in the Dashboard report.

Board President Beck thanked Ms. Lee for her report.

E. Graduation Dates

Board President Beck directed the board to the graduation invitation in their board packet and announced the upcoming graduation date, time, and location.

V. Action Items

A. The Board will be asked to approve the Second Interim Report and the Revised Budget for the 2025-2026 school year

Guita Sharifi directed the board to the Second Interim Report and revised budget for the 2025-2026 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, 2025 through January 31, 2026 actuals, and projected budget to June 2026 year-end. The report categories include the original budget, revised budget, actuals to date, projected year-end totals, projected year-end reserves, and ADA.

Ms. Sharifi then reviewed the ADA, expenditures, revenue, and projected reserves, and highlighted the following areas:

- The school budgeted a P2 ADA of 3,561, and the school is currently projecting a funding P2 ADA of 3,611.
- The school is projecting total revenue of \$71.5M, which is higher than the school's original budget.
- LCFF projected revenue is \$63.5M, showing an increase compared to the original budget.
- Federal Revenue is \$437K, coming from Federal Special Education and remains at the same level as the original budget.
- Other State revenue shows an increase from \$5.7M to \$7.1M, coming from a combination of factors, including an increase in the addition of the Learning Recovery Block Grant funding, as well as the Student Support and Professional Development Discretionary Block Grant funding.
- Other local revenue shows a projection of \$416K, coming primarily from interest, JAG AT&T grant, E-rate refunds, and vendor credits.
- Projected total expenditures of \$71.2M, which is an increase of \$2.9M compared to the original budget. This increase comes from a reduction in spending on salaries and benefits, as well as purchases.

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

Board President Beck thanked Ms. Sharifi. Hearing no further questions or comments, President Beck asked for a motion.

Victoria Hancock made a motion to approve the Second Interim Report and the Revised Budget for the 2025-2026 school year.

John Dortch seconded the motion.

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

Roll Call

Victoria Hancock Aye

Michael Adams Absent

John Dortch Aye

Carol Stanford Aye

Claudette Beck Aye

B. The Board will be asked to approve using the auditing firm Wilkinson, Hadley & King & Co., LLP for the 2025-2026 audit

Guita Sharifi directed the board to the proposal presented by Wilkinson Hadley King & Co. to prepare the school's June 30, 2026 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 a very

reputable company. She then reviewed their fee and recommended the board approve the engagement letter with Wilkinson Hadley King & Co.

Board President Beck thanked Ms. Sharifi and asked for a motion.

Carol Stanford made a motion to approve using the auditing firm Wilkinson, Hadley & King & Co., LLP for the 2025-2026 audit.

Victoria Hancock seconded the motion.

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

Roll Call

Victoria Hancock Aye

John Dortch Aye

Carol Stanford Aye

Michael Adams Absent

Claudette Beck Aye

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

A. Observations and Comments

Jeff Brown thanked Mr. Nardiello for his report. He then thanked Ms. Harivich and commented on the various opportunities the school makes available to students. Lastly, he thanked Ms. Lee for her presentation and hard work.

The board thanked the staff for all their great 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))

Case Name: Barbara Blechen vs. Antelope Valley Learning Academy, et al.

Los Angeles Superior Court Case Number: 25STCV35447

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

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

Title: Superintendent

Carol Stanford 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

Claudette Beck Aye

John Dortch Aye

Michael Adams Absent

Carol Stanford Aye

Roll Call

Victoria Hancock 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.

John Dortch seconded the motion.

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

Roll Call

Carol Stanford Aye

Claudette Beck Aye

Michael Adams Absent

Victoria Hancock Aye

John Dortch 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:

1. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

(Government Code section 54956.9(d)(1))

Case Name: Barbara Blechen vs. Antelope Valley Learning Academy, et al.

Los Angeles Superior Court Case Number: 25STCV35447

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

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

Title: Superintendent

VIII. Closing Items

A. Next Board Meeting Date: April 21, 2026, 1:00pm

B. Adjourn Meeting

Carol Stanford made a motion to adjourn the meeting.

Victoria Hancock seconded the motion.

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

Roll Call

Victoria Hancock Aye

John Dortch Aye

Claudette Beck Aye

Michael Adams Absent

Carol Stanford Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:50 PM.

Respectfully Submitted,
Claudette Beck

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.