

# San Diego Mission Academy

## Regular Board Meeting

Operated by Alta Vista Public Charter, Inc., A California Non-Profit Public Benefit Corporation

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### Date and Time

Wednesday June 5, 2024 at 11:00 AM PDT

### Location

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

**Satellite Locations:** 7101 Big Oak Lane, Nolensville, Tennessee 37135

### Microsoft Teams meeting

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 265 886 041 031

Passcode: VLwwBE

### Or call in (audio only)

[+1 657-207-0015,,564971667#](#)

Phone Conference ID: 564 971 667#

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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@sdmissionacademy](mailto:publiccomments@sdmissionacademy). 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.

### REMINDER

As required by state law (SB 126), this meeting will be audio recorded and posted on the charter school's website.

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## Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>11:00 AM</b>
Opening Items			
<b>A.</b>	Call the Meeting to Order	Carol Stanford	
<b>B.</b>	The Board will be asked to confirm its acknowledgement that esteemed board member Mike Molloy has resigned from the Board of Directors effective May 28, 2024, and that Victoria Hancock has been appointed as a member of the Board of Directors by Educational Advancement Corporation, the sole member of Alta Vista Public Charter, Inc., for the term May 28, 2024 through June 30, 2024	Vote Bill Thompson	
<b>C.</b>	Roll Call and Establishment of Quorum	Carol Stanford	
<b>Members of the Board Roll Call and Establishment of Quorum</b>			
Carol Stanford, Board President			
Claudette Beck, Board Secretary			
John Dortch, Board Member			
Barbara Willibrand, Board Member			
Victoria Hancock, Board Member			
<b>D.</b>	Pledge of Allegiance	Carol Stanford	
<b>E.</b>	Staff Introductions	Carol Stanford	
<i>At this time, staff members will be invited to state their names and titles.</i>			
<b>F.</b>	Approve Agenda for the June 5, 2024, Regular Public Meeting of the Board of Directors	Vote Carol Stanford	
<b>G.</b>	Approve Minutes of the April 16, 2024, Regular Public Meeting of the Board of Directors	Approve Minutes Carol Stanford	
<b>II. Consent Agenda</b>			

*All items listed under consent agenda are considered by the Board to be routine and consistent with approved policies and practices of the Charter School. The Board will be*

	Purpose	Presenter	Time
<i>asked to approve all of the consent agenda items by a single vote unless requested by a Board member to be discussed and considered for action separately.</i>			

<b>A.</b> Consent Agenda Items	Vote	Carol Stanford	
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1. The Board will be asked to accept the Uniform Complaints Report for the 2023-2024 school year: 0 Complaints Received
2. The Board will be asked to repeal the Area Superintendent Evaluation Policy and Procedures effective July 1, 2023

### **III. Public Comment**

*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.*

<b>A.</b> Public Comment	FYI	Carol Stanford	
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### **IV. School Reports and Information**

<b>A.</b> Area Superintendent Update	FYI	Lindsay Reese	
<b>B.</b> Finance Update	FYI	Guita Sharifi	
<b>C.</b> Report on Mathematics Placement Results	FYI	Lindsay Reese	
<b>D.</b> LCFF Local Indicators Report	FYI	Lindsay Reese	
<b>E.</b> Annual IRS Form 990, Return of Organization Exempt from Income Tax and the California return for 2022, as filed	FYI	Guita Sharifi	
<b>F.</b> 2024-2025 Board Meeting Dates	FYI	Carol Stanford	

### **V. Public Hearing**

<b>A.</b> Open Public Hearing	Vote	Carol Stanford	
<b>B.</b> The Board will hold a public hearing to solicit the recommendations and comments of members of	Discuss	Lindsay Reese	

	Purpose	Presenter	Time
	the public regarding the 2024-2025 Budget Overview for Parents, 2023-2024 Local Control and Accountability Plan (LCAP) Annual Update, and the LCAP with Comprehensive Support and Improvement Plan for the 2024-2025 school year		
<b>C.</b>	Close Public Hearing	Vote	Carol Stanford

## VI. Action Items

<b>A.</b>	The Board will be asked to confirm its acknowledgement that Carol Stanford, Claudette Beck, John Dortch, Barbara Willibrand and and Victoria Hancock have been reappointed as members of the Board of Directors by Educational Advancement Corporation, the sole member of Alta Vista Public Charter, Inc., for the term July 1, 2024 through June 30, 2025	Vote	Bill Thompson
<b>B.</b>	The Board will be asked to approve the Propostion 28: Arts and Music in Schools Funding Annual Report for fiscal year 2023-24	Vote	Lindsay Reese
<b>C.</b>	The Board will be asked to reauthorize 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	Vote	Carol Stanford
<b>D.</b>	The Board will be asked to reauthorize the Corporate Officers to award discretionary incentives to employees at various sundry times	Vote	Lindsay Reese
<b>E.</b>	The Board will be asked to approve the revised Charter School Accounting Manual	Vote	Guita Sharifi
<b>F.</b>	The Board will be asked to approve the Local Control Funding Formula (LCFF) for school year 2024-2025, which drives the primary source of funding for the charter school	Vote	Guita Sharifi

	Purpose	Presenter	Time
<b>G.</b> The Board will be asked to approve the Education Protection Account (EPA) spending determinations	Vote	Guita Sharifi	
<b>H.</b> The Board will be asked to approve the Budget for the 2024-2025 fiscal year	Vote	Guita Sharifi	
<b>I.</b> The Board will be asked to approve the 2024-2025 Budget Overview for Parents, 2023-2024 Local Control and Accountability Plan (LCAP) Annual Update, and the LCAP with Comprehensive Support and Improvement Plan for the 2024-2025 school year	Vote	Lindsay Reese	
<b>J.</b> The Board will be asked to approve the revised Expanded Learning Opportunities Grant (ELO-G) Plan for the school	Vote	Lindsay Reese	
<b>K.</b> The Board will be asked to approve the Consolidated Application process and submission for all reports required for the 2024-2025 school year	Vote	Lindsay Reese	
<b>L.</b> The Board will be asked to renew a Revolving Line of Credit (RLOC) from Hanmi Bank for the 2024-2025 school year, as needed, to maintain adequate cash flow pursuant to the RLOC provisions	Vote	Guita Sharifi	
<b>M.</b> The Board will be asked to approve obtaining a loan from Lifelong Learning Administration Corporation (LLAC) during the 2024-2025 fiscal year, as needed to maintain adequate cash flow, pursuant to promissory note provisions with applicable interest	Vote	Guita Sharifi	
<b>N.</b> The Board will be asked to approve the signers for all bank accounts	Vote	Carol Stanford	

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

<b>A.</b> Recognition of Service	FYI	Carol Stanford	
<b>B.</b> Observations and Comments	FYI	Carol Stanford	

	Purpose	Presenter	Time
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**VIII. Closed Session**

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| <p><b>A.</b> Adjourn open public Board meeting to go into closed session</p> | <p>Vote</p> | <p>Carol Stanford</p> |
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1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(Government Code section 54957(b)(1).)  
Title: Superintendent

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| <p><b>B.</b> Adjourn closed session and reconvene to open public Board meeting</p>        | <p>Vote</p> | <p>Carol Stanford</p> |
| <p><b>C.</b> Report of action taken or recommendations made in closed session, if any</p> | <p>FYI</p>  | <p>Carol Stanford</p> |

**IX. Closing Items**

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| <p><b>A.</b> Next Regular Board Meeting Date: September 3, 2024, 12:00pm</p> | <p>FYI</p>  | <p>Carol Stanford</p> |
| <p><b>B.</b> Adjourn Meeting</p>   | <p>Vote</p> | <p>Carol Stanford</p> |

**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@sdmissionacademy](mailto:publiccomments@sdmissionacademy). Documents are also available for public inspection at the Meeting Location noted on this agenda.