

# 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

Friday June 6, 2025 at 12:00 PM PDT

### Location

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

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

### Microsoft Teams

[Join the meeting now](#)

Meeting ID: 235 970 555 429

Passcode: Zp6sU2Bm

### Dial in by phone

[+1 657-207-0015,,44946122#](#)

Phone conference ID: 449 461 22#

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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.org](mailto:publiccomments@sdmissionacademy.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.

### 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>12:00 PM</b>
Opening Items			
<b>A.</b> Call the Meeting to Order		Carol Stanford	
<b>B.</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>C.</b> Pledge of Allegiance		Carol Stanford	
<b>D.</b> Staff Introductions		Carol Stanford	
<i>At this time, staff members will be invited to state their names and titles.</i>			
<b>E.</b> Approve Agenda for the June 6, 2025, Regular Public Meeting of the Board of Directors	Vote	Carol Stanford	
<b>F.</b> Approve Minutes of the April 22, 2025, Regular Public Meeting of the Board of Directors	Approve Minutes	Carol Stanford	
<b>II. Consent Agenda</b>			
<i>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 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	
1. The Board will be asked to accept the Uniform Complaints Report for the 2024-2025 school year: 0 Complaints Received			
2. The Board will be asked to approve the revised School Safety Plan			

	Purpose	Presenter	Time
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### 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.*

A. Public Comment	FYI	Carol Stanford
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### IV. School Reports and Information

A. Finance Update	FYI	Guita Sharifi
B. Area Superintendent Update	FYI	Lindsay Reese
C. Report on Mathematics Placement Results	FYI	Lindsay Reese
D. LCFF Local Indicators Report	FYI	Lindsay Reese
E. Annual IRS Form 990, Return of Organization Exempt From Income Tax and the California return for 2023, as filed	FYI	Guita Sharifi
F. 2025-2026 Board Meeting Dates	FYI	Carol Stanford

### V. Public Hearing

A. Open Public Hearing	Vote	Carol Stanford
B. The Board will hold a public hearing to solicit the recommendations and comments of members of the public regarding the 2025-2026 Budget Overview for Parents (BOP) and the Local Control and Accountability Plan (LCAP) for the 2025-2026 school year	Discuss	Lindsay Reese
C. Close Public Hearing	Vote	Carol Stanford

### VI. Action Items

	Purpose	Presenter	Time
<b>A.</b> The Board will be asked to approve the 2025-2026 Budget Overview for Parents (BOP) and Local Control and Accountability Plan (LCAP) for the 2025-2026 school year	Vote	Lindsay Reese	
<b>B.</b> The Board will be asked to confirm its acknowledgment that Carol Stanford, Claudette Beck, John Dortch, Barbara Willibrand 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, 2025 through June 30, 2026	Vote	Bill Thompson	
<b>C.</b> The Board will be asked to approve the Proposition 28: Arts and Music in Schools Funding Annual Report for fiscal year 2024-25	Vote	Lindsay Reese	
<b>D.</b> The Board will be asked to approve revisions to Diploma Path 2 – Special Circumstances for students aged 19 or older who are at risk of not graduating due to extenuating life circumstances, and Diploma Path 3 – Special Programs for protected student populations (state minimum)	Vote	Lindsay Reese	
<b>E.</b> The Board will be asked to re-authorize the officers of the corporation to award discretionary incentives to employees at various sundry times	Vote	Lindsay Reese	
<b>F.</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>G.</b> The Board will be asked to approve the revised Charter School Accounting Manual	Vote	Guita Sharifi	
<b>H.</b> The Board will be asked to approve the Local Control Funding Formula (LCFF) for school year	Vote	Guita Sharifi	

	Purpose	Presenter	Time
2025-2026, which drives the primary source of funding for the charter school			
<b>I.</b> The Board will be asked to approve the Education Protection Account (EPA) spending determinations	Vote	Guita Sharifi	
<b>J.</b> The Board will be asked to approve the Budget for the 2025-2026 fiscal year	Vote	Guita Sharifi	
<b>K.</b> The Board will be asked to approve the Consolidated Application process and submission for all reports required for the 2025-2026 school year	Vote	Lindsay Reese	
<b>L.</b> The Board will be requested to renew the Revolving Line of Credit (RLOC) with Hanmi Bank for the 2025-2026 school year, as necessary, to ensure sufficient cash flow in accordance with the RLOC terms and applicable interest rates	Vote	Guita Sharifi	
<b>M.</b> The Board will be requested to approve securing a revolving loan from Lifelong Learning Administration Corporation (LLAC) for the 2025-2026 school year, as necessary, to ensure sufficient cash flow, in accordance with the promissory note terms and applicable interest rates	Vote	Guita Sharifi	
<b>N.</b> The Board will be asked to approve the signers for all bank accounts	Vote	Carol Stanford	
<b>VII. Additional Corporate Officers and Board Members' Observations and Comments</b>			
<b>A.</b> Observations and Comments	FYI	Carol Stanford	
<b>VIII. Closed Session</b>			
<b>A.</b> Adjourn open public Board meeting to go into closed session	Vote	Carol Stanford	

	Purpose	Presenter	Time
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# 1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

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

Title: Superintendent

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

## IX. Closing Items

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|-----------|---|------|----------------|
| <b>A.</b> | Next Regular Board Meeting Date: September 5, 2025, 12:00pm | FYI  | Carol Stanford |
| <b>B.</b> | Adjourn Meeting   | Vote | Carol Stanford |

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