

APPROVED

Orange County Workforce Innovation High School

Minutes

Regular Board Meeting

Operated by Western Educational Corporation, A California Non-Profit
Public Benefit Corporation

Date and Time

Tuesday January 18, 2022 at 2:30 PM

Location

The meeting can be viewed at:

https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2Fmeetup-join%2F19%3Ameeting_Y2lwYjU3NmMtYmVhYi00Nzc3LWEwOWQtNjM3YjZlOGNIMGI3%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=54061244-f093-417b-8dc3-697cd30c197e&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true

Or call in for Audio only:

Conference Line: (657) 207-0015 Code: 962 129 430#

MEETING LOGISTICS

This meeting is held in compliance with Assembly Bill 361, which allows flexibility in Brown Act teleconferencing procedures as addressed by the Board under Agenda Item I.E. The public is encouraged to participate in the meeting telephonically by dialing the conference line or by clicking the weblink listed on the posted agenda. The public may submit written comments to the Board by emailing publiccomments@innovationhigh.org. The public may also provide comments telephonically 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.

Directors Present

Claudette Beck (remote), Dr. David G. Rathgeber (remote), Frank Lukacs (remote), Michael R Adams (remote)

Directors Absent

None

I. Opening Items

A. Call the Meeting to Order

Board President Adams read aloud the notices regarding meeting logistics, accommodations and audio recording.

Michael R Adams called a meeting of the board of directors of Orange County Workforce Innovation High School to order on Tuesday Jan 18, 2022 at 2:30 PM.

B. Roll Call and Establishment of Quorum

C. Pledge of Allegiance

Board Member Lukacs led the pledge of allegiance.

D. Staff Introductions

Jeff Brown, CEO

Jeri Vincent, Corporate Secretary

Julie Parra, Area Superintendent

Jeff Martineau, V.P. of Charter Relations

Liliana Gutierrez, Principal

Brian Hadley, Partner, CPA at Wilkinson, Hadley, King & Co., LLP

Bill Thompson, Legal Counsel

Claudio Wohl, Sr. VP of Finance, LLAC

Michelle Lopez, Legal Counsel, LLAC

E. Adopt Resolution Continuing Board of Directors' Authority to Hold Virtual or Teleconference Meetings Pursuant to Assembly Bill 361

Jeff Martineau discussed Assembly Bill 361, signed by Governor Newsom on September 16, 2021, and explained that the law exempts the board from certain provisions of the Brown Act related to teleconference meetings during states of emergency, as long as the Board makes required findings as detailed in the law. Under AB 361, boards that would like to continue to meet remotely must determine by majority vote whether as a result of the state of emergency, meeting in person would present imminent risks to the health or safety of attendees. Mr. Martineau directed the board members to the resolution located in their packet and recommended the board approve the Resolution Continuing Board of Directors' Authority to Hold Virtual or Teleconference Meetings Pursuant to Assembly Bill 361.

Frank Lukacs made a motion to adopt Resolution Continuing Board of Directors' Authority to Hold Virtual or Teleconference Meetings Pursuant to Assembly Bill 361.

Claudette Beck seconded the motion.

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

Roll Call

Dr. David G. Rathgeber Aye

Frank Lukacs Aye

Michael R Adams Aye

Claudette Beck Aye

F. Approve Agenda for the January 18, 2022, Regular Public Meeting of the Board of Directors

Frank Lukacs made a motion to approve Agenda for the January 18, 2022, Regular Public Meeting of the Board of Directors.

Claudette Beck seconded the motion.

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

Roll Call

Michael R Adams	Aye
Claudette Beck	Aye
Dr. David G. Rathgeber	Aye
Frank Lukacs	Aye

G. Approve Minutes of the December 13, 2021, Regular Public Meeting of the Board of Directors

Frank Lukacs made a motion to approve the minutes from Regular Board Meeting on 12-13-21.

Claudette Beck seconded the motion.

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

Roll Call

Dr. David G. Rathgeber	Aye
Claudette Beck	Aye
Michael R Adams	Aye
Frank Lukacs	Aye

II. Consent Agenda

A. Consent Agenda Items

Board President Adams 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 Adams asked for a motion to approve the consent agenda.

Frank Lukacs made a motion to approve the consent agenda items.

Claudette Beck seconded the motion.

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

Roll Call

Michael R Adams	Aye
Frank Lukacs	Aye
Claudette Beck	Aye
Dr. David G. Rathgeber	Aye

III. Public Comment

A. Public Comment

Board President Adams 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, by dialing the teleconference line or by clicking the weblink listed on the posted agenda. The time allotted per presentation will not exceed three (3) minutes, except in the case where 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 Adams 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. Mid-Year Report on the 2021-22 Local Control and Accountability Plan (LCAP)

Julie Parra explained that several new state funding sources were approved after local education agencies (LEAs) had finalized their LCAPs for the 2021-22 school year. To link accountability for the new funding to the LCAP process, AB 130 established a one-time requirement for a mid-year report to the school's governing board to include three components: 1) the Supplement for the Annual Update for the 2021–22 LCAP, 2) all available mid-year outcome data related to metrics identified in the 2021–22 LCAP, and 3) mid-year expenditure and implementation data on all actions identified in the 2021–22 LCAP.

Ms. Parra discussed the additional 15% concentration grant add-on funding to increase staffing for direct service to students at schools with 55% or more pupils who are low-income, English learners and/or foster youth and reviewed the school's 2021–22 Supplement to the Annual Update to the 2021–22 LCAP and Budget Overview for Parents.

Ms. Parra presented the school's 2021-22 LCAP mid-year data report and the school's progress on its year-to-date goals and prior school years 2019-2020 and 2020-2021. Finally, Ms. Parra presented the school's 2021-22 LCAP actions and services mid-year report detailing the school's year-to-date spending information and implementation data.

Ms. Parra then asked if any board members had any comments or questions regarding the mid-year report on the 2021-22 LCAP.

Board Member Lukacs inquired about the student survey discussed in goal 4 and the decrease in student connectivity. Ms. Parra explained to the board she believes the decrease is due to the pandemic. She explained there are no social events being held right now, but they are exploring ways to improve this during this time.

B. Academic Data Update

Julie Parra directed the board to the Academic Data Report located in their board package. Ms. Parra reviewed with the board the school's NWEA data for Math and Reading for the Fall 2021 test administration for all students and students with IEPs. Ms. Parra then reviewed the English Learner reclassification rates from the 2017-18 through the 2021-22 school years. Ms. Parra also discussed the school's senior cohort group and its definition of students with 40 or fewer credits remaining to satisfy graduation requirements, and the graduation rate (one-year DASS cohort rate). Lastly, Ms. Parra reviewed the school's CAASPP test results in Math and ELA for the 2020-21 school year.

Board President Adams thanked Ms. Parra for her report.

V. Public Hearing

A. Open Public Hearing

Frank Lukacs made a motion to open the public hearing.

Claudette Beck seconded the motion.

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

Roll Call

Claudette Beck Aye

Michael R Adams Aye

Dr. David G. Rathgeber Aye

Frank Lukacs Aye

Board President Adams announced the public hearing opened at 2:53 p.m.

B.

The Board will hold a public hearing to solicit the recommendations and comments of members of the public regarding the A-G Completion Improvement Grant Program Plan

Julie Parra provided background information to the board regarding the A-G Completion Improvement Grant Program Plan, a state funding opportunity which will be apportioned to schools to spend from fiscal years 2021–22 to 2025–26. The school will be informed of the funding amount by the end of January 2022 by the California Department of Education (CDE) and the funds will provide additional help to increase the number of high school pupils, particularly unduplicated pupils, who graduate from high school with A–G eligibility.

Ms. Parra discussed the two conditions for receipt of the A-G Completion Improvement Grant Program Plan funding: (1) develop and adopt a spending plan by April 1, 2022, which must be presented at a public board meeting before the plan is adopted at a subsequent public board meeting; and (2) by August 31, 2026, report detailed expenditure information to the CDE.

Ms. Parra explained the school anticipates funding in the areas of the A-G Access Grant and the A-G Learning Loss Mitigation Grant and will focus on the activities that directly support pupil access to, and successful completion of, the A–G course requirements. Finally, Ms. Parra reported on eligible activities, programs and services to increase or improve A-G completion, measurement of data alignment, and approved measures indicating college and career readiness. Ms. Parra further explained the school will review the A-G Completion Improvement Grant Program Plan and make refinements as needed to align with any organizational changes, school goals, and CDE requirements. The plan will be brought back to the board for final approval at the March board meeting.

Ms. Parra then asked if any board member or member of the public had any comments or questions regarding the A-G Completion Improvement Grant Program Plan. Board Member Lukacs asked if there is a minimum amount that has to be spent per year. Ms. Parra informed the board she does not believe there is a minimum to be spent each year, however the total award must be spent by 2026.

C. Close Public Hearing

Hearing no comments from the public, Board President Adams asked for a motion to close the public hearing.

Frank Lukacs made a motion to close the public hearing.

Claudette Beck seconded the motion.

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

Roll Call

Dr. David G. Rathgeber Aye

Frank Lukacs Aye

Claudette Beck Aye

Michael R Adams Aye

Board President Adams announced the public hearing closed at 3:04 p.m.

VI. Action Items

A. The Board will be asked to approve the June 30, 2021, Annual Audit Report for the school

Claudio Wohl directed the board to the annual audit report and explained that financial audits are required annually and must be submitted to the school's authorizer, State Controller's Office, and the California Department of Education. The audit report is required to be submitted by December 15th each year; however for the 2020-21 fiscal year, the deadline

was extended to January 31, 2022. Wilkinson, Hadley, King & Co. performed the audit for the 2020-21 fiscal year and reviewed the school's documents, financial statements, policies, and procedures. Mr. Wohl then introduced Brian Hadley, Partner, CPA at Wilkinson, Hadley, King & Co., to review the audit report in detail with the board.

Mr. Hadley directed the board to the Executive Summary and explained this is a new section prepared by the school. Mr. Hadley then directed the board to Independent Auditor's Report letter located in the beginning of the report and explained the school had an unmodified financial opinion, which is positive, and no adjustments or reclassifications were needed. Mr. Hadley next reviewed each of the financial statements and explained the purpose of each report and highlighted specific financial data.

Mr. Hadley then reviewed the last three pages of the report showing the school received an unmodified report with no findings for year end June 30, 2021 and no findings in the prior year audit.

Board Member Lukacs asked about a line item under net assets. Mr. Hadley reviewed and explained to the board the process of designating and determining net assets, including any restricted assets.

Frank Lukacs made a motion to approve the June 30, 2021, Annual Audit Report for the school.

Claudette Beck seconded the motion.

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

Roll Call

Michael R Adams Aye

Dr. David G. Rathgeber Aye

Claudette Beck Aye

Frank Lukacs Aye

B. The Board will be asked to approve the auditing firm of Wilkinson Hadley King & Co., LLP to prepare the school's 2020 Form 990, Return of Organization Exempt from Income Tax

Claudio Wohl directed the board to the engagement letter from Wilkinson, Hadley, King, & Co. to prepare the fiscal year ended June 30, 2021 federal return of Organization Exempt from Income Tax Form 990, related federal statements and schedules, and the California Exempt Organization Annual Information Return Form 199 with related statements and schedules. Mr. Wohl reminded the board the firm is listed on the California Department of Education website as an approved auditor and all information from the school's annual audit report can be downloaded into the 990 form, which reduces human errors and expedites the process. Mr. Wohl then reviewed the tax preparation fee and recommended the board approve Wilkinson, Hadley, King, & Co. LLP to prepare the school's 2020 tax returns.

Frank Lukacs made a motion to approve the auditing firm of Wilkinson Hadley King & Co., LLP to prepare the school's 2020 Form 990, Return of Organization Exempt from Income Tax.

Claudette Beck seconded the motion.

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

Roll Call

Dr. David G. Rathgeber Aye

Frank Lukacs Aye

Michael R Adams Aye

Claudette Beck Aye

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

A. Observations and Comments

Jeff Brown thanked Ms. Parra for her reports. He also thanked the staff for all of their hard work.

Jeri Vincent expressed her gratitude to the board members. She thanked Ms. Parra and her staff for all they do for these meetings.

Board Member Rathgeber thanked everyone for their reports. He asked for confirmation regarding the Wilkinson, Hadley, King, & Co, LLP fee. Mr. Wohl confirmed the amount with the board.

Board Secretary Beck thanked everyone for their hard work.

Board Member Lukacs also thanked staff for all they do for the students.

VIII. Closing Items

A. Next Regular Board Meeting Date: February 8, 2022, 12:00pm

B. Adjourn Meeting

Frank Lukacs made a motion to adjourn the meeting.

Claudette Beck seconded the motion.

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

Roll Call

Michael R Adams Aye

Frank Lukacs Aye

Dr. David G. Rathgeber Aye

Claudette Beck Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:24 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@innovationhigh.org.