

APPROVED

# Orange County Workforce Innovation High School

## Minutes

### Regular Board Meeting

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

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#### Date and Time

Tuesday October 17, 2023 at 11:00 AM

#### Location

Meeting Location: 39665 Avenida Acacias, Ste A, Murrieta, CA 92563

#### Or Join Using the Meeting Link:

[https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F\\_%23%2F%2Fmeetup-join%2F19%3Ameeting\\_NzYxYThiZWQtNDBjOC00NTViLTgwYWEtNzk5YTM0NTdhN2Zi%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=04b268f5-3075-4513-acc0-ee6ae1c880&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true](https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2F%2Fmeetup-join%2F19%3Ameeting_NzYxYThiZWQtNDBjOC00NTViLTgwYWEtNzk5YTM0NTdhN2Zi%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=04b268f5-3075-4513-acc0-ee6ae1c880&directDI=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true)

#### Or Call in for audio only:

Conference Line (657) 207-0015 Code: 762 464 816#

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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@innovationhigh.org](mailto:publiccomments@innovationhigh.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.

### **Directors Present**

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

### **Directors Absent**

Frank Lukacs

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## **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 Oct 17, 2023 at 11:00 AM.

### **B. Roll Call and Establishment of Quorum**

Board Member Rathgeber stated that due to a contagious illness he has contracted, he will need to invoke AB 2449 due to “just cause” circumstances and participate in this meeting remotely. Board Member Rathgeber then informed the board he is required to notify the board that no individuals 18 years or older are present in the room with him.

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

### **C. Pledge of Allegiance**

Board Secretary Beck led the pledge of allegiance.

### **D. Staff Introductions**

Jeff Brown, CEO

Jeri Vincent, Corporate Secretary

Darin Bower, COO

Shellie Hanes, Superintendent

Julie Parra, Area Superintendent

Jeff Martineau, V.P. of Charter Relations

Liliana Childs, Principal

Bao Nguyen, State and Federal Programs

Bill Thompson, Legal Counsel

Guita Sharifi, CFO, LLAC

Claudio Wohl, Senior Vice President Finance, LLAC

Bob Morales, Chief External Affairs Officer, LLAC

Michelle Lopez, Legal Counsel, LLAC

**E. Approve Agenda for the October 17, 2023, Regular Public Meeting of the Board of Directors**

Claudette Beck made a motion to approve Agenda for the October 17, 2023, Regular Public Meeting of the Board of Directors.

Dr. David G. Rathgeber seconded the motion.

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

**Roll Call**

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

**F. Approve Minutes of the August 29, 2023, Regular Public Meeting of the Board of Directors**

Claudette Beck made a motion to approve the minutes from Regular Board Meeting on 08-29-23.

Dr. David G. Rathgeber seconded the motion.

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

**Roll Call**

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

**II. Consent Agenda**

**A. Consent Agenda Items**

1. The Board will be asked to approve the disposal of discontinued/obsolete technology equipment.

Board President Adams announced the consent agenda item and asked if any member would like to discuss this agenda item. Hearing none, Board President Adams asked for a motion to approve the consent agenda item.

Claudette Beck made a motion to approve the consent agenda items.

Dr. David G. Rathgeber seconded the motion.

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

**Roll Call**

Frank Lukacs	Absent
Dr. David G. Rathgeber	Aye
Michael R Adams	Aye

**Roll Call**

Claudette Beck            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. 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 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. Legislative Update**

On behalf of Bob Morales, Bill Thompson provided updates to the board of directors on the current status of the legislature and the ongoing efforts of the LLAC External Affairs division.

Jeff Brown expressed his appreciation for the governor's consideration of charter schools.

Bill Thompson informed the board that the film La Lucha won additional awards and the family members of the students in the film were able to attend the premiere in Los Angeles. Mr. Brown discussed the film with the board.

Darin Bower shared with the board that Board Member Lukacska attended the movie premier last week, representing the board.

Board President Adams thanked Mr. Thompson for the update.

**B. Area Superintendent Update**

Julie Parra greeted the board and then discussed the board metrics document explaining how it breaks down performance measurements into five areas: ADA, Enrollment, Overall Credit Completion, Core Credit Completion, and 1-year graduation cohort rate. Ms. Parra explained this data is for Learning Periods 1-3 and then explained each of the five performance measure areas. She reported that the current student enrollment is 197 students.

Ms. Parra then introduced Principal Childs, who provided an update on the school's newly renovated H.O.P.E. area, Arts and Media Entertainment and the Science SGI programs and current activities. Ms. Childs then presented the social-emotional wellbeing fall workshops for students and recent student council activities and events. Ms. Childs also updated the board on the recent workshop provided by the school's WIOA partner, Ready Set OC, the first in a series of five workshops on workforce readiness. Ms. Childs shared photos of student leadership, counselors, and community events.

Board President Adams thanked Ms. Parra and Ms. Childs for their presentations.

### **C. 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%, 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 September 30, 2023.

Board President Adams thanked Ms. Sharifi for her update.

### **D. 2022-2023 Significant Disproportionality Comprehensive Coordinated Early Intervening Services (CCEIS) Plan Update**

Bao Nguyen greeted the board and directed them to the 2022-2023 Significant Disproportionality Comprehensive Coordinated Early Intervening Services (CCEIS) Plan Update. Mr. Nguyen explained that over the last two years, the school developed robust plans to support the Hispanic student demographic and this school year, OCWIHS has been approved to complete an Abbreviated CIM for CCEIS, which is a shortened plan for Compliance and Improvement Monitoring. Mr. Nguyen explained the team utilized the identified target population from the 2021 and 2022 plans, reviewed policies, practices and procedures, collected and reviewed data from a variety of sources, gathered parent and family input and revisited possible causal factors to develop a new action plan for the upcoming school year. The school will be providing the CDE quarterly progress on goals and activities as well as budget expenditures to ensure positive outcomes for all students.

Board President Adams thanked Mr. Nguyen for his update.

## **V. Additional Corporate Officers and Board Members' Observations and Comments**

### **A. Observations and Comments**

Jeff Brown thanked Mr. Morales for putting together his legislative update report. He also thanked Ms. Parra for her update and commented on the enrollment. Mr. Brown then thanked Ms. Childs for her report and expressed his appreciation for the various programs being offered that encourage student engagement.

Jeri Vincent thanked everyone for their continued support. Ms. Vincent also thanked Ms. Sharifi, Ms. Lopez, and Mr. Thompson.

Board Secretary Beck praised Ms. Parra for the great work she is doing for the school. Ms. Beck discussed the positive impact the school has on its students.

Board President Adams informed the board that Antelope Valley Community College holds film festivals and suggested submitting the La Lucha film.

Board Member Rathgeber commented on and shared his appreciation for the board and staff.

**VI. Closed Session**

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

- 1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(Government Code section 54957(b)(1).)  
Title: Area Superintendent
- 2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(Government Code section 54957(b)(1).)  
Title: Superintendent

Claudette Beck made a motion to adjourn the open public Board meeting to go into closed session.

Dr. David G. Rathgeber seconded the motion.

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

**Roll Call**

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

**B. Adjourn closed session and reconvene to open public Board meeting**

Claudette Beck made a motion to adjourn closed session and reconvene to the open public Board meeting.

Dr. David G. Rathgeber seconded the motion.

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

**Roll Call**

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

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

Board President Adams stated no action was taken in closed session for:

- 1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(Government Code section 54957(b)(1).)  
Title: Area Superintendent
- 2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(Government Code section 54957(b)(1).)  
Title: Superintendent

**VII. Closing Items**

**A. Next Regular Board Meeting Date: November 28, 2023, 11:00am**

**B. Adjourn Meeting**

Claudette Beck made a motion to adjourn the meeting.  
Dr. David G. Rathgeber seconded the motion.  
The board **VOTED** to approve the motion.

**Roll Call**

Frank Lukacs	Absent
Michael R Adams	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 12:11 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](mailto:publiccomments@innovationhigh.org). Documents are also available for public inspection at the Meeting Location noted on this agenda.