

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 February 24, 2026 at 1:00 PM

#### Location

**Meeting Location:** 737 Windy Point Dr., Ste. 101, San Marcos, CA 92069

**Satellite Locations:** 505 North Euclid St., Suite 100, Anaheim, CA 92801  
42163 Mohave Rose Drive Lancaster, CA 93536

#### Microsoft Teams

[Join the meeting now](#)

Meeting ID: 221 762 826 868 7

Passcode: t7NM9JL7

#### Dial in by phone

[+1 657-207-0015,,169788586#](#)

Phone conference ID: 169 788 586#

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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.

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### **Directors Present**

Claudette Beck (remote), Dr. David G. Rathgeber, Frank Lukacs, Susan Alderson

### **Directors Absent**

Michael Adams

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## **I. Opening Items**

### **A. Call the Meeting to Order**

Board Secretary Beck read aloud the notices regarding meeting logistics, accommodations and audio recording.

Claudette Beck called a meeting of the board of directors of Orange County Workforce Innovation High School to order on Tuesday Feb 24, 2026 at 1:10 PM.

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

Board Secretary Beck performed a board member roll call, and a quorum was established.

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

Board Member Rathgeber led the pledge of allegiance.

### **D. Staff Introductions**

Jeff Brown, CEO

Jeri Vincent, Corporate Secretary

Shellie Hanes, Superintendent

Corrine Manley, Area Superintendent

Liliana Childs, Principal

Maribelle Mallari, State and Federal Programs Coordinator

Bill Thompson, Legal Counsel

Guita Sharifi, CFO, LLAC

### **E. Approve Agenda for the February 24, 2026, Regular Public Meeting of the Board of Directors**

Susan Alderson made a motion to approve Agenda for the February 24, 2026, Regular Public Meeting of the Board of Directors.

Frank Lukacs seconded the motion.

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

**Roll Call**

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

**F. Approve Minutes of the December 2, 2025, Regular Public Meeting of the Board of Directors**

Susan Alderson made a motion to approve the minutes from Regular Board Meeting on 12-02-25.

Frank Lukacs seconded the motion.

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

**Roll Call**

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

**G. Approve Minutes of the January 8, 2026, Regular Public Meeting of the Board of Directors**

Susan Alderson made a motion to approve the minutes from Regular Board Meeting on 01-08-26.

Frank Lukacs seconded the motion.

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

**Roll Call**

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

**II. Consent Agenda**

**A. Consent Agenda Items**

Board Secretary 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

Secretary 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.

Susan Alderson made a motion to approve the consent agenda items.

Frank Lukacs seconded the motion.

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

**Roll Call**

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

**III. Public Comment**

**A. Public Comment**

Board Secretary 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 Secretary 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 Secretary Beck thanked Ms. Sharifi for her update.

#### **B. Area Superintendent Update**

Corrine Manley greeted the board and discussed the school's Average Daily Attendance (ADA), enrollment, overall credit completion, core credit completion, and the one-year graduation cohort. Ms. Manley then introduced the school's new principal, Sandy Salazar. She shared that Ms. Salazar has over 20 years of experience in education and is a passionate, caring, and dedicated leader. Ms. Manley then provided an update on the material revision to the school's charter, which is scheduled to be presented to the Orange County Board of Education on Wednesday, March 4, 2026.

Board Secretary Beck thanked Ms. Manley for her report.

#### **C. California Dashboard Report**

Maribelle Mallari 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 and progress in six state indicators and seven local indicators. 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. Mallari then discussed the California Dashboard and provided a detailed summary of the school's academic performance.

Board Secretary Beck thanked Ms. Mallari.

#### **D. Graduation Date**

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 302, and the school is currently projecting a funding P2 ADA of 365.
- The school is projecting total revenue of \$7.3M, which is higher than the school's original budget.
- LCFF projected revenue is \$6.3M, showing an increase compared to the original budget.
- Federal Revenue is \$30K, coming from Federal Special Education and remains at the same level as the original budget.
- Other State revenue shows an increase from \$686K to \$869, coming from a combination of factors, including State Special Ed funding, Lottery revenue, Arts and Music funding, addition of the Learning Recovery Block Grant funding, and the Student Support and Professional Development Discretionary Block Grant funding.
- Other local revenue is projected at \$18K, coming from interest, vendor credits, and E-rate refunds.
- Projected total expenditures of \$7M, which is an increase of \$1.1M compared to the original budget. This increase comes from salaries and benefits, purchases, as well as operating expenses.

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

The board and staff discussed special education funding.

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

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

Frank Lukacs seconded the motion.

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

**Roll Call**

Susan Alderson	Aye
Dr. David G. Rathgeber	Aye
Michael Adams	Absent
Claudette Beck	Aye
Frank Lukacs	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 Secretary Beck thanked Ms. Sharifi and asked for a motion.

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

Frank Lukacs seconded the motion.

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

**Roll Call**

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

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

**A. Observations and Comments**

Jeff Brown thanked Ms. Manley for her report and congratulated her on the increase in credit completion. He welcomed the new principal, Ms. Salazar and thanked Ms. Mallari for her presentation.

**VII. 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: Superintendent

Susan Alderson made a motion to adjourn open public Board meeting to go into closed session.

Frank Lukacs seconded the motion.

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

**Roll Call**

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

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

Susan Alderson made a motion to adjourn closed session and reconvene to open public Board meeting.

Frank Lukacs seconded the motion.

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

**Roll Call**

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

**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: Superintendent

**VIII. Closing Items**

**A. Next Regular Board Meeting Date: April 14, 2026, 1:00pm**

**B. Adjourn Meeting**

Susan Alderson made a motion to adjourn the meeting.  
 Frank Lukacs seconded the motion.  
 The board **VOTED** to approve the motion.

**Roll Call**

Michael Adams	Absent
Dr. David G. Rathgeber	Aye
Susan Alderson	Aye
Frank Lukacs	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 2:07 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.