

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 April 14, 2026 at 1:00 PM

#### Location

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

**Satellite Locations:** 177 Holston Drive, Lancaster, CA 93535

505 North Euclid St., Suite 100, Anaheim, CA 92801

#### Microsoft Teams

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Phone conference ID: 829 445 126#

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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 Rathgeber, Michael Adams (remote), Susan Alderson

### 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 Adams called a meeting of the board of directors of Orange County Workforce Innovation High School to order on Tuesday Apr 14, 2026 at 1:00 PM.

### B. Roll Call and Establishment of Quorum

Board President Adams performed a board member roll call, and a quorum was established.

### C. Pledge of Allegiance

Board Member Alderson led the pledge of allegiance.

### D. Staff Introductions

Jeff Brown, CEO

Jeri Vincent, Corporate Secretary

Shellie Hanes, Superintendent

Darin Bower, COO

Corrine Manley, Area Superintendent

Maribelle Mallari, State and Federal Programs Coordinator

Memry Molina, Director of Special Education

Bill Thompson, Legal Counsel

Guita Sharifi, CFO, LLAC

### E. Approve Agenda for the April 14, 2026, Regular Public Meeting of the Board of Directors

Susan Alderson made a motion to approve Agenda for the April 14, 2026, Regular Public Meeting of the Board of Directors.

Claudette Beck seconded the motion.

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

#### Roll Call

Claudette Beck      Aye

**Roll Call**

Susan Alderson Aye  
Frank Lukacsza Absent  
Michael Adams Aye  
Dr. David Rathgeber Aye

**F. Approve Minutes of the February 24, 2026, Regular Public Meeting of the Board of Directors**

Susan Alderson made a motion to approve the minutes from Regular Board Meeting on 02-24-26.

Claudette Beck seconded the motion.

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

**Roll Call**

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

**II. Consent Agenda**

**A. Consent Agenda Items**

Board President Adams announced the following consent agenda items:

1. The Board will be asked to approve the 2026-2027 Employee Handbook
2. The Board will be asked to approve the 2026-2027 Parent-Student Handbook

President Adams then asked if any member would like to discuss any of the agenda items for action separately. Hearing none, Mr. Adams asked for a motion to approve the consent agenda items.

Board Member Alderson thanked staff for their great work on the handbooks.

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

Claudette Beck seconded the motion.

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

**Roll Call**

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

**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. 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 7.25%, 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.

Board President Adams 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 informed the board their material revision was approved, and they plan to open the Fountain Valley location in July 2027.

Board President Adams thanked Ms. Manley for her update.

### **C. California Community Schools Partnership Program (CCSPP) Implementation Grant Update**

Maribelle Mallari greeted the board and provided an update on the California Community Schools Partnership Program (CCSPP) Implementation Grant. Maribelle Mallari greeted the board and provided an update on the California Community Schools Partnership Program (CCSPP) Implementation Grant. She reviewed the current funding status and then reviewed implementation plans, as well as next steps.

Board President Adams thanked Ms. Mallari.

#### **D. Local Control and Accountability Plan Goals and Metrics**

Maribelle Mallari greeted the board and directed them to the LCAP goals and metrics located in their board packet. Ms. Mallari reviewed the steps involved in developing and finalizing the LCAP goals and metrics, including the engagement of school staff, parents, students, and community partners.

Ms. Mallari then reviewed the school's LCAP goals, shared a few highlights, and discussed areas needing improvement.

- Goal 1: Increase Academic Progress: Graduation rate exceeded target.
- Goal 2: Students will gain skills for College and Career-Readiness: Seniors continue to complete A-G courses.
- Goal 3: Increase Student Retention: Success rate is above target.
- Goal 4: Increase Educational Partner Engagement: Majority of students feel safe. Continuing to focus on increasing PAC/ELAC participation.

Ms. Mallari thanked the board and asked if there were any questions or comments.

Board President Adams thanked Ms. Mallari for her update.

#### **E. School Survey Report**

Maribelle Mallari directed the board to the school survey report located in their board packet. Ms. Mallari then discussed the three different sections of the survey and highlighted the results.

- Student Survey — 99% feel safe and have an adult to go to for help.
- Staff Survey — Staff feels safe and feel connected to the school.
- Parent/Guardian Survey — Majority feel connected to the school community and feel the teachers care about the students.

Ms. Mallari explained the survey data is used when developing the LCAP for the next school year. She then asked the board if they had any questions or comments.

Board President Adams thanked Ms. Mallari for her presentation.

#### **F. CDE Notification of 2024-2025 Annual Determination Pursuant to the Individuals with Disabilities Education Act and Selection for 2025-2026 Special Education Monitoring Activities**

Memry Molina greeted the board and directed them to the letter located in their board packet. She explained that in support of the implementation of IDEA, the California Department of Education (CDE) sends each school an annual determination letter indicating the school's status related to special education compliance.

Ms. Molina then informed the board that the monitoring level assigned to the school for 2026 is: Needs Assistance, Compliance Only. Staff will continue to participate in webinars and workshops designed to support the development and implementation of the CIM process. Board President Adams thanked Ms. Molina for her presentation.

**G. Current Vendor List**

Corrine Manley directed the board to the current vendor list located in their board packet. She reminded the board this information is provided bi-annually and includes information about all vendors used between July 1, 2025, and December 31, 2025. Ms. Manley then requested the board to review the list for any potential conflicts of interest and to reach out to her or legal counsel with any questions or concerns. Board President Adams thanked Ms. Manley.

**H. 2026-2027 Draft Board Meeting Dates**

Board President Adams directed the board to the draft 2026-2027 regular board meeting calendar located in their board packet and requested the board to review the meeting dates and times.

**V. Action Items**

**A. The Board will be asked to approve the Charter School's renewal application and re-certification for Dashboard Alternative School Status**

Corrine Manley informed the Governing Board that the California Department of Education's (CDE) Dashboard Alternative School Status (DASS) division recently updated its guidance. The update indicates that the renewal application process for existing application-based DASS schools for the 2026–27 accountability year and the 2027 Dashboard is anticipated to open later this year. LEAs and schools are advised to continue monitoring the CDE DASS web page for the most current information, updates, and application timelines.

In light of this update, it was recommended that no action be taken at this time. Staff will continue to closely monitor the CDE DASS web page for official recertification procedures and timelines. Once additional information becomes available, this item will be brought back to the Governing Board for review and recommended action.

Board President Adams thanked Ms. Manley.

**B. The Board will be asked to approve the revised Charter School Accounting Manual**

Guita Sharifi directed the board to the summary page overview of the recommended changes to the Charter School Accounting Manual included in the board packet. She reviewed the proposed changes, which included adjustments to the signature approval process and purchase order process. She then recommended the board approve the revised Accounting Manual.

Board President Adams thanked Ms. Sharifi. Hearing no further questions or comments, Mr. Adams asked for a motion.

Susan Alderson made a motion to approve the revised Charter School Accounting Manual.

Claudette Beck seconded the motion.

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

**Roll Call**

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

**C. The Board will be asked to approve the Declaration of Need (DON) forms as a prerequisite to the issuance of an emergency permit and/or limited assignment permit for teachers at the School for the 2026-2027 School Year per California Code of Regulations §80026**

Corrine Manley reminded the board that the annual Declaration of Need (DON) forms ensure the school's eligibility to apply for emergency and/or limited assignment permits for teachers. Ms. Manley explained the DON will allow qualified individuals to be authorized to serve in their teaching assignment while they are working towards completing the credential requirements for the educator's assignment. She then reviewed the areas of anticipated need for fully qualified educators, limited assignment permits, and efforts to recruit certificated personnel.

Board President Adams thanked Ms. Manley Hearing no further questions or comments, Mr. Adams asked for a motion.

Susan Alderson made a motion to approve the Declaration of Need (DON) forms as a prerequisite to the issuance of an emergency permit and/or limited assignment permit for teachers at the School for the 2026-2027 School Year per California Code of Regulations §80026.

Claudette Beck seconded the motion.

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

**Roll Call**

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

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

**A. Observations and Comments**

Jeff Brown thanked the staff for their reports and expressed his excitement for the future.

Jeri Vincent expressed her gratitude for everyone's contributions.

The board members shared their appreciation for everyone's hard work and continued commitment to the students.

## 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.

Claudette Beck seconded the motion.

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

#### Roll Call

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

### 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.

Claudette Beck seconded the motion.

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

#### Roll Call

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

## VIII. Closing Items

**A. Next Regular Board Meeting Date: May 26, 2026, 1:00pm**

**B. Adjourn Meeting**

Susan Alderson made a motion to adjourn the meeting.

Claudette Beck seconded the motion.

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

**Roll Call**

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:46 PM.

Respectfully Submitted,  
Claudette Beck

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**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.