

# VISTA CHARTER PUBLIC SCHOOLS

*VISTA students have power in the establishment of their identities. They create the vision of who they are, the path they choose in life, and the reason they have chosen it. They are Critical constructors of knowledge in an ever changing and interconnected society. Their learning and development is constructed and fostered in an environment that focuses upon individual strengths, needs, and desires through a differentiated approach.*

**Vista Charter Public Schools  
Board of Directors Meeting Minutes  
2609 West 5<sup>th</sup> Street, Santa Ana, CA 92703  
August 28th, 2015---2:00 PM**

**A. CALL TO ORDER: 2:24 PM**

**B. ROLL CALL**

**Members Present**

*Joe Rubio*

*Todd Clark*

*Don Wilson*

*Karen Amaya*

*Paul Vieyra*

**Members Not Present**

*Jack Bagwell*

*Hasty Arnold*

**C. Introduction of new Board members**

*Mrs. Jody Molodow was added to Vista Charter Public School's Board of Directors.*

Motion: \_\_\_ J. Rubio \_\_\_      Second: \_\_\_ D. Wilson \_\_\_

Vote	Yes	No	Abstain
A. Arnold			
J. Rubio	X		
T. Clark	X		
J. Bagwell			
D. Wilson	X		
K. Amaya	X		
P. Vieyra	X		

**D. Additions/Corrections to the Agenda**

*There were no additions or corrections to the agenda.*

**E. Minutes of the Previous Meeting**

Minutes of the June 22<sup>nd</sup>, Board of Directors Meeting

*(Motion to Approve)*

It is recommended that the Board approve the minutes of the previous meeting.

Motion: \_\_\_ T. Clark \_\_\_      Second: \_\_\_ P. Vieyra \_\_\_

Vote	Yes	No	Abstain
A. Arnold			
J. Rubio	X		
T. Clark	X		
J. Bagwell			
D. Wilson	X		
K. Amaya	X		
P. Vieyra	X		

**A. COMMUNICATIONS & ITEMS FOR INFORMATION**

**A. Presentations from the Public**

*There were no presentations from the public.*

**B. EXECUTIVE DIRECTOR’S REPORT**

*Vahe Markarian presented the Executive Director’s report which included:*

- 1. Charter School Facilities report*
- 2. Legislative Update for Charter Schools*
- 3. Vista Charter Public Schools expansion options*

**C. PRINCIPAL’S REPORT**

*Eduardo Rodriguez presented the Principal’s report for Vista Charter Middle School which included:*

- 1. Enrollment update*
- 2. Youth Baseball Clinic*
- 3. Student Orientation*
- 4. Home Visits*
- 5. Fulcrum Adventures*
- 6. All Vista Day Professional Development*
- 7. Parent & Student Orientations*
- 8. First Day of School update*
- 9. Upcoming events.*

**D. PRINCIPAL’S REPORT**

Lauri Martin presented the Principal’s report for Vista Heritage Charter Middle School which included:

1. Enrollment updates
2. Community outreach events
3. Parent engagement Events
4. El Dorado SELPA update
5. New Teacher Academy
6. Facility Updates
7. Grant worth \$19,700
8. Transitional Housing Program
9. Probationary Student Enrollment

**E. Financial Statements Review by CBO**

Paul Khoury presented Vista Charter School’s financials.

The following items were reviewed:

- Financial Summary
- Budget VS Actuals
- Balance Sheet
- Cash Flow

**ITEMS SCHEDULED FOR INFORMATION**

There were no informational items.

**II. ITEMS SCHEDULED FOR ACTION**

**A. Unaudited Financials for Year Ending June 30, 2015 for Vista Charter Middle School**

The Unaudited Financials were presented by Paul Khoury, CBO. The board of Directors adopted the Unaudited Financials for year ending June 30<sup>th</sup>, 2015 for Vista Charter Middle School.

Motion: \_\_\_J. Rubio\_\_\_ Second: \_\_\_D. Wilson\_\_\_

Vote	Yes	No	Abstain
A. Arnold			
J. Rubio	X		
T. Clark	X		
J. Bagwell			
D. Wilson	X		
K. Amaya	X		
P. Vieyra	X		

**B. Revised Accounting and Financial Policies and Procedures for Vista Charter Public Schools.**

*The revised General Accounting Policies & Procedures Manual was presented by Paul Khoury, CBO, and Vahe Markarian, ED. The Board of Directors reviewed and adopted the revised General Accounting Policies & Procedures Manual for Vista Charter Public Schools.*

Motion: \_\_\_P. Vieyra\_\_\_ Second: \_\_\_D. Wilson\_\_\_

Vote	Yes	No	Abstain
A. Arnold			
J. Rubio	X		
T. Clark	X		
J. Bagwell			
D. Wilson	X		
K. Amaya	X		
P. Vieyra	X		

**C. Revised Promissory Note: Loan from Vista Charter Middle School to Vista Heritage Charter Middle School.**

*The Board of Directors reviewed the revised Promissory Note and approved the loan with the following changes.*

1. *Loan repayment schedule extended from 18 to 24 months.*
2. *First payment of the loan will be pushed back from February 1<sup>st</sup>, 2016 to July 1<sup>st</sup>, 2016.*
3. *Vista Charter Middle School will earn more interest due to the extension of the loan by 6 months.*

Motion: \_\_\_D. Wilson\_\_\_ Second: \_\_\_T. Clark\_\_\_

Vote	Yes	No	Abstain
A. Arnold			
J. Rubio	X		
T. Clark	X		
J. Bagwell			
D. Wilson	X		
K. Amaya	X		
P. Vieyra	X		

**D. CDE’s Revolving Loan Resolution for Vista Heritage Charter Middle School**

*The Board of Directors adopted CDE’s Revolving Loan in the amount of \$250,000 with a repayment plan of 5 years for Vista Heritage Charter Middle School. Resolution # 8.28.15.CDE.RL*

Motion: \_\_\_ J. Rubio \_\_\_      Second: \_\_\_ K. Amaya \_\_\_

Vote	Yes	No	Abstain
A. Arnold			
J. Rubio	X		
T. Clark	X		
J. Bagwell			
D. Wilson	X		
K. Amaya	X		
P. Vieyra	X		

**E. Final Budget for Vista Charter Middle School for 2015-2016 School year.**

*Vista Charter Middle School’s budget was presented by Paul Khoury, CBO. The Board of Directors adopted 2015-2016 school year budget for VCMS.*

Motion: \_\_\_ J. Rubio \_\_\_      Second: \_\_\_ P. Vieyra \_\_\_

Vote	Yes	No	Abstain
A. Arnold			
J. Rubio	X		
T. Clark	X		
J. Bagwell			
D. Wilson	X		
K. Amaya	X		
P. Vieyra	X		

**F. Final Budget for Vista Heritage Charter Middle School for 2015-2016 School year.**

*Vista Heritage Charter Middle School's budget was presented by Paul Khoury, CBO. The Board of Directors adopted 2015-2016 school year budget for VHCMS.*

Motion: \_\_\_D. Wilson\_\_\_ Second: \_\_\_J. Rubio\_\_\_

Vote	Yes	No	Abstain
A. Arnold			
J. Rubio	X		
T. Clark	X		
J. Bagwell			
D. Wilson	X		
K. Amaya	X		
P. Vieyra	X		

**G. Agreement for management Services between Vista Charter Public Schools and Vista Charter Middle School.**

*The Board of Directors adopted the management agreement between VCPS and VCMS.*

Motion: \_\_\_P. Vieyra\_\_\_ Second: \_\_\_J. Rubio\_\_\_

Vote	Yes	No	Abstain
A. Arnold			
J. Rubio	X		
T. Clark	X		
J. Bagwell			
D. Wilson	X		
K. Amaya	X		
P. Vieyra	X		

**H. Agreement for management Services between Vista Charter Public Schools and Vista Heritage Charter Middle School.**

*The Board of Directors adopted the management agreement between VCPS and VHCMS.*

Motion: \_\_\_P. Vieyar \_\_\_ Second: \_\_\_J. Rubio\_\_\_

Vote	Yes	No	Abstain
A. Arnold			
J. Rubio	X		
T. Clark	X		
J. Bagwell			
D. Wilson	X		
K. Amaya	X		
P. Vieyra	X		

**I. Agreement for Transfer & License of Intellectual Property between Vista Charter Public Schools and Vista Charter Middle School.**

*The Board of Directors adopted the Agreement for Transfer & License of Intellectual Property between VCPS and VCMS.*

Motion: \_\_\_D. Wilson \_\_\_ Second: \_\_\_K. Amaya\_\_\_

Vote	Yes	No	Abstain
A. Arnold			
J. Rubio	X		
T. Clark	X		
J. Bagwell			
D. Wilson	X		
K. Amaya	X		
P. Vieyra	X		

**J. Agreement for Transfer & License of Intellectual Property between Vista Charter Public Schools and Vista Heritage Charter Middle School.**

*The Board of Directors adopted the Agreement for Transfer & License of Intellectual Property between VCPS and VHCMS.*

Motion: \_\_\_D. Wilson \_\_\_ Second: \_\_\_K. Amaya\_\_\_

Vote	Yes	No	Abstain
A. Arnold			
J. Rubio	X		
T. Clark	X		
J. Bagwell			
D. Wilson	X		
K. Amaya	X		
P. Vieyra	X		

**K. Certificate of Amendment of Articles of Incorporation to manage, operate, guide, direct and promote VCMS & VHCMS.**

*The Board of Directors adopted the amended Articles of Incorporation to manage, operate, guide, direct and promote VCMS & VHCMS.*

Motion: \_\_\_T. Clark \_\_\_ Second: \_\_\_P. Vieyra \_\_\_

Vote	Yes	No	Abstain
A. Arnold			
J. Rubio	X		
T. Clark	X		
J. Bagwell			
D. Wilson	X		
K. Amaya	X		
P. Vieyra	X		



**L. Resolution to Establish a District Number for Vista Heritage Charter Middle School by the Orange County Department of Education.**

*The Board of Directors adopted the resolution to establish a District Number for VHCMS by the OCDE.  
Resolution # 8.28.15.OCDE.DN*

Motion: \_\_\_J. Rubio \_\_\_ Second: \_\_\_K. Amaya\_\_\_

Vote	Yes	No	Abstain
A. Arnold			
J. Rubio	X		
T. Clark	X		
J. Bagwell			
D. Wilson	X		
K. Amaya	X		
P. Vieyra	X		

**M. Resolution to Establish a Charter School Enterprise Fund for Vista Heritage Charter Middle School by the Orange County Department of Education.**

*The Board of Directors adopted the resolution to establish a Charter School Enterprise Fund for VHCMS by the OCDE. Resolution # 8.28.15.OCDE.EFD*

Motion: \_\_\_D. Wilson \_\_\_ Second: \_\_\_P. Vieyra\_\_\_

Vote	Yes	No	Abstain
A. Arnold			
J. Rubio	X		
T. Clark	X		
J. Bagwell			
D. Wilson	X		
K. Amaya	X		
P. Vieyra	X		

**N. Resolution for the Orange County Department of Education to issue funds to Vista Heritage Charter Middle School.**

*The Board of Directors adopted the resolution for OCDE to issue funds to VHCMS.*

Motion: \_\_\_J. Rubio \_\_\_ Second: \_\_\_D. Wilson \_\_\_

Vote	Yes	No	Abstain
A. Arnold			
J. Rubio	X		
T. Clark	X		
J. Bagwell			
D. Wilson	X		
K. Amaya	X		
P. Vieyra	X		

**O. Response to Notice of Concern – Expulsion - LAUSD**

*The Board of Directors adopted the response to notice of concern by VCMS to LAUSD.*

Motion: \_\_\_J. Rubio \_\_\_ Second: \_\_\_K. Amaya \_\_\_

Vote	Yes	No	Abstain
A. Arnold			
J. Rubio	X		
T. Clark	X		
J. Bagwell			
D. Wilson	X		
K. Amaya	X		
P. Vieyra	X		

**III. CLOSED SESSION:**

The Board of Directors will move into closed session to discuss matters described in this section. Matters to be discussed are those permitted by Government Code Sections 54956.8, 54956.9, 54956.95, 54957, and 54957.6 – personnel, litigation and/or real property.

**Personnel Items:**

**A. Vista Charter Public Schools Administrative Staff Position Review & Possible Changes**

*The Board of Directors took action and made changes to the structure of the administrative team for Vista Charter Middle School and Vista Charter Public Schools.*

1. *Eduardo Rodriguez to be promoted to Chief Operations Officer for Vista Charter Public Schools.*
2. *Jose Kubes to be promoted to Principal for Vista Charter Middle School.*
3. *Karen Amaya to be hired as Assistant Principal for Vista Charter Middle School*

**ADJOURNMENT**

The meeting was adjourned at 4:40 PM

