



Monday, December 9, 2019
Vista Oaks Charter School Board of Directors Meeting

Board Meetings are held at 14301 Byron Highway, Byron, CA 94514.

Vista Oaks is located in the south-western corner of Excelsior Middle School's Campus, across from the Byron District Office and facing Byron Highway.

Meetings will be held in Portable 5.

Additionally, this meeting may be broadcast remotely via audio and/or video conference at the following address: 315 S. Lower Sacramento, Suite A, Lodi, CA 95242

A. Opening Items

Subject **1. Call to Order**

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting

Category A. Opening Items

Type Procedural

The meeting will be called to order at 4:30 pm.

Note: The Vista Oaks Charter School Board of Directors encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact the school office at (209) 365-4060 or email info@vistaoaks.net at least 48 hours before the scheduled board meeting so that we may make every reasonable effort to accommodate you. (Government Code section 54954.2; Americans with Disabilities Act of 1990, section 202 (42 U.S.C. section 12132).

Subject **2. Roll Call**

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting

Category A. Opening Items

Type Procedural

Present	Board Member	Position
	Susan Williams	President
	Lisa Misasi	Secretary
	Erika Barnes	Member at Large

B. Public Comment

Subject **1. Hearing of Parties**

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting

Category B. Public Comment

Type Procedural

Public comment rules: Members of the public may address the Board on agenda or non-agenda items. Members of the public will be allowed to address non-agenda items as identified on the agenda and specific agenda items when the item is called. Please fill out a card available at the entrance. Speakers may be called in the order that requests are received, or grouped by subject area. We ask that comments are limited to 2 minutes each, with no more than 15 minutes per single

topic so that as many people as possible may be heard. By law, the Board is allowed to take action only on items on the agenda. The Board may, at its discretion, refer a matter to district staff or calendar the issue for future discussion.

C. Board Business

Subject **1. Unfinished Business**

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting

Category C. Board Business

Type Procedural

There is no unfinished business.

Subject **2. Adoption of Minutes**

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting

Category C. Board Business

Type Action, Minutes

Recommended Action VOCS Admin recommends approval.

Minutes [View Minutes](#) for Sep 30, 2019 - Vista Oaks Charter School Board of Directors Meeti

Regular Board Meeting Minutes for Sep 30, 2019. These minutes are considered unofficial until approved by Board.

Motion & Voting

VOCS Admin recommends approval.

Motion by Susan Williams, second by Erika Barnes.

Final Resolution: Motion Carries

Yea: Susan Williams, Lisa Misasi, Erika Barnes

Subject **3. Approval of Warrants**

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting

Category C. Board Business

Type Action

Recommended Action VOCS Admin recommends approval.

File Attachments Warrants for Sept and Oct 2019.pdf (183 KB)

Motion & Voting

VOCS Admin recommends approval.

Motion by Lisa Misasi, second by Susan Williams.

Final Resolution: Motion Carries

Yea: Susan Williams, Lisa Misasi, Erika Barnes

D. Reports and Presentations to the Board

Subject **1. Financials Presentation (Peter Laub, EdTec)**

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting
Category D. Reports and Presentations to the Board
Type Information

File Attachments
[VOCS_OCT Financials_presentation 19.12.09.pdf \(200 KB\)](#)

Subject 2. Academic and Programs Presentation: December LCAP Update (Joy Groen, Executive Director)

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting
Category D. Reports and Presentations to the Board
Type Information

Throughout each school year, Vista Oaks Charter School provides regular updates on progress made toward goals outlined in the school's Local Control and Accountability Plan (LCAP). Attached is the December 2019 LCAP Update for the Board of Directors and the community's review.

File Attachments
[LCAP Update December 2019 Final.pdf \(832 KB\)](#)
[LCAP Update Presentation December 2019 .pdf \(299 KB\)](#)

Subject 3. Vista Oaks Local Indicators for CA Dashboard

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting
Category D. Reports and Presentations to the Board
Type Information

School District Accountability

The California Department of Education uses the California School Dashboard to provide the public with information on each school's progress and achievements. One of the areas we are required to report for the Dashboard includes "local indicators." Local indicators include the following:

- Appropriately assigned teachers
- Students access to curriculum-aligned instructional materials
- Safe, clean and functional school facilities
- Implementation of state academic standards
- Support for teachers and administrators
- Parent engagement
- Building partnerships for student outcomes
- Seeking input for decision-making
- School climate
- Access to a broad course of study

Attached is a draft of what was submitted to the CDE and will be made public in the upcoming weeks.

This information has also been shared with the Board previously.

File Attachments
[Local Indictors - Board Meeting.pdf \(790 KB\)](#)

E. Action Items

Subject 1. First Interim Report

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting
Category E. Action Items
Type Action
Recommended Action Vista Oaks' Administration recommends approval of the first interim report.

Motion & Voting

Vista Oaks' Administration recommends approval of the second interim report.

Motion by Erika Barnes, second by Lisa Misasi.
Final Resolution: Motion Carries
Yea: Susan Williams, Lisa Misasi, Erika Barnes

Subject 2. Board of Director Vacancy #1 Filled by Board - Ms. Kim Cardiel

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting
Category E. Action Items
Type Action
Recommended Action VOCS Administration recommends approval.

VOCS Administration recommends the approval of Kim Cardiel to the Board of Directors. Ms. Cardiel (Lodi, CA) is an active person in the community who saw two of her children graduate from Vista Oaks Charter School. Ms. Cardiel has a commitment to the local community and a heart for Vista Oaks Charter School.

Motion & Voting

VOCS Administration recommends approval.

Motion by Lisa Misasi, second by Erika Barnes.
Final Resolution: Motion Carries
Yea: Susan Williams, Lisa Misasi, Erika Barnes

Subject 3. Board of Director Vacancy #3 Filled by Board - Ms. Tiffany Violich

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting
Category E. Action Items
Type Action
Recommended Action VOCS Administration recommends approval.

VOCS Administration recommends the approval of Tiffany Violich to the Board of Directors. Ms. Violich (Discovery Bay, CA) is currently a teacher at Vista Oaks Charter School as well as one of the founders. Ms. Violich is a dedicated educator who is well-respected by her colleagues, students/families and the community.

Motion & Voting

Subject 4. Board of Director Vacancy #2 Filled by Board - Ms. Mary Wright

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting
Category E. Action Items
Type Action
Recommended Action VOCS administration recommends approval.

VOCS Administration recommends the approval of Mary Wright to the Board of Directors. Ms. Wright (Brentwood, CA) is currently a teacher at Vista Oaks Charter School as well as one of the founders. Ms. Wright is a dedicated educator who is well-respected by her colleagues, students/families and the community.

Motion & Voting

VOCS administration recommends approval.

Motion by Erika Barnes, second by Lisa Misasi.

Final Resolution: Motion Carries

Yea: Susan Williams, Lisa Misasi, Erika Barnes

Subject 5. Amend Policy 3.5: Dress Code

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting

Category E. Action Items

Type Action

Recommended Action Vista Oaks' Administration recommends approval of the proposed changes to this policy.

The passage of Assembly Bill 1248 requires school districts to review and, if needed, update their Dress Code Policy. The attachment includes changes to the current board policy that meet the new requirements.

The highlighted sections of the attachment note the proposed additions to the current policy. In addition, please note the following:

- **ADDED:** Students may wear traditional tribal regalia or recognized objects of religious or cultural significance at school graduation ceremonies.
- **ADDED:** We maintain the authority to prohibit an item that is likely to cause a substantial disruption of, or material interference with the ceremony.

File Attachments
[AMENDED 3.5 Dress Code Policy .pdf \(80 KB\)](#)

Motion & Voting

Vista Oaks' Administration recommends approval of the proposed changes to this policy.

Motion by Erika Barnes, second by Susan Williams.

Final Resolution: Motion Carries

Yea: Susan Williams, Lisa Misasi, Erika Barnes

Subject 6. Amend Policy 3.6: Bullying Policy and Prevention Guidelines

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting

Category E. Action Items

Type Action

Recommended Action Vista Oaks' Administration recommends approval of the proposed changes to this policy.

The passage of Assembly Bill 2291 requires school districts to review and, if needed, update their Bullying Policy. The attachment includes changes to the current board policy that meet the new requirements.

The highlighted sections of the attachment note the proposed additions to the current policy. In addition, please note the following:

- **REVIEWED:** Requires schools to have procedures for prevention of cyber-bullying.
 - Our current policy already has this information included.
- **ADDED:** CDE has created a bullying module for schools to make available annually to all staff who have regular interaction with students.
 - We have added steps to share the bullying module with staff and will do so in early January.

File Attachments
[AMENDED 3.6 - Bullying Policy and Prevention.pdf \(111 KB\)](#)

Motion & Voting

Vista Oaks' Administration recommends approval of the proposed changes to this policy.

Motion by Susan Williams, second by Lisa Misasi.
Final Resolution: Motion Carries
Yea: Susan Williams, Lisa Misasi, Erika Barnes

Subject **7. Amend Policy 3.17: Work Permit Policy**

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting

Category E. Action Items

Type Action

Recommended Action Vista Oaks' Administration recommends approval of the proposed changes to this policy.

The passage of Senate Bill 1428 requires school districts to review and, if needed, update their Work Permit Policy. The attachment includes changes to the current board policy that meet the new requirements.

The highlighted sections of the attachment note the proposed additions to the current policy. In addition, please note the following:

- **ADDED:** Required work permit policies to state that a work permit shall not be denied on the basis of a pupil's grades, grade point average, or school attendance if the pupil is applying for the work permit in order to participate in a government-administered employment and training program that will occur during the regular summer recess or vacation of the school that the pupil attends.

File Attachments
[AMENDED - 3.17 - Work Permit Policy.pdf \(76 KB\)](#)

Motion & Voting

Vista Oaks' Administration recommends approval of the proposed changes to this policy.

Motion by Erika Barnes, second by Susan Williams.
Final Resolution: Motion Carries
Yea: Susan Williams, Lisa Misasi, Erika Barnes

Subject **8. Amend Policy 3.23: Reclassification of English Learners**

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting

Category E. Action Items

Type Action

Recommended Action Vista Oaks' Administration recommends approval of the proposed changes to this policy.

The California Department of Education has updated the guidelines for reclassifying English Learners. These updated guidelines require that school districts review and, if needed, update their Reclassification of English Learners Policy. The attachment includes changes to the current board policy that meet the new requirements.

The highlighted sections of the attachment note the proposed additions to the current policy. In addition, please note the following:

- **UPDATED:** CDE released new requirements for reclassification
 - **Previously:** Students who scored Moderately or Well Developed were considered for reclassification
 - **Amended:** Students who scored Well Developed are considered for reclassification

File Attachments

AMENDED - 3.23 Reclassification of English Learners.pdf (95 KB)

Motion & Voting

Vista Oaks' Administration recommends approval of the proposed changes to this policy.

Motion by Lisa Misasi, second by Erika Barnes.

Final Resolution: Motion Carries

Yea: Susan Williams, Lisa Misasi, Erika Barnes

Subject 9. Amendment Extending Lease at Lodi Learning Center

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting

Category E. Action Items

Type Action

Recommended Action Vista Oaks' Administration recommends approval of the amendment extending the lease at the Lodi Learning Center.

Vista Oaks' Lodi Learning Center's current lease agreement is eligible for an extension. Vista Oaks' staff have worked with the owner to adjust the original agreement of a \$.05 increase/per year/per square foot to an increase of \$.04. In addition, Vista Oaks requested the end of the lease extension coincides with the school's next charter renewal.

File Attachments

Westgate Shopping Center, Suite 315 - Vista Oaks Lease Amendment #1 - 2019-11-16.pdf (101 KB)

Motion & Voting

Subject 10. Annual Report from Auditor

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting

Category E. Action Items

Type Action

Recommended Action VOCS Administration recommends approval.

SquarMilner has completed their annual audit.

Motion & Voting

VOCS Administration recommends approval.

Motion by Lisa Misasi, second by Erika Barnes.

Final Resolution: Motion Carries

Yea: Susan Williams, Lisa Misasi, Erika Barnes

F. Adjourn

Subject 1. Next Meeting

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting

Category F. Adjourn

Type Information
The next VOCS Board of

Subject **2. Adjourn**

Meeting Dec 9, 2019 - Vista Oaks Charter School Board of Directors Meeting

Category F. Adjourn

Type Information