



The Learning Choice Academy

SPECIAL BOARD MEETING – BOARD TRAINING

Published on August 17, 2026 at 10:00 AM PDT

Amended on August 17, 2026 at 12:15 PM PDT

Date and Time

Wednesday August 19, 2026 at 5:30 PM PDT

Location

The Learning Choice Academy Administrative Offices
10035 Prospect Ave. #101
Santee CA 92071

BOARD MEETING AGENDA

BOARD OF DIRECTORS

The Learning Choice Academy

Board at this Site: District/Admin. Office: 10035 Prospect Ave #101 Santee, CA 92071

Chula Vista School Site: 881 Kuhn Dr. #200 Chula Vista, CA 91914 Zoom

San Diego School Site: 4635 Clairemont Mesa Blvd SD, CA 92117 (Boys & Girls Club) Zoom

La Mesa School Site: 4215 Spring St. La Mesa, CA 91941 Zoom

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS

The Learning Choice Academy ("School") welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided.

- 1. Agendas are available to all audience members at the door to the meeting.
- 2. Blue “Request to Speak” forms are available to all audience members who wish to speak on any agenda items or under the general category of “Oral Communications.”
- 3. “Oral Communications” is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
- 4. With regard to items that are on the agenda, you may specify that agenda item on your blue request form and you will be given an opportunity to speak for up to three (3) minutes before the Board discusses that item.
- 5. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
- 6. Citizens may request that a topic related to school business be placed on a future agenda. Once such an item is properly agendized and publicly noticed, the Board can respond, interact, and act upon the item.
- 7. In compliance with the Americans with Disabilities Act (ADA) and upon request, The Learning Choice Academy may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative notification of the agenda in order to participate in Board meetings are invited to contact the Administrative office at. 619-463-6849 Ext. 131.

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
A. Record Attendance		Celina Cunningham	1 m
The Board Secretary will record attendance and establish the presence of a quorum for the meeting.			
B. Call the Meeting to Order		Celina Cunningham	1 m
The Board President will call the meeting to order and begin the proceedings.			
C. Pledge of Allegiance		Celina Cunningham	5 m
The Board President will lead those in attendance in the Pledge of Allegiance.			
D. Approve the Agenda	Vote	Celina Cunningham	1 m
The Board will review and consider approval of the agenda for the meeting.			

	Purpose	Presenter	Time
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II. Oral Communications

Note: For non-agenda items, no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation

III. Items Scheduled for Discussion

5:38 PM

The Board will review and discuss the following items presented for information, consideration, and possible direction.

A.	Discussion/Training Only – No Action Will Be Taken	Discuss	Debi Gooding	60 m
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The Board of Directors will participate in governance training and orientation. Topics include:

- Role and responsibilities of charter school board members
- Fiduciary duties and governance responsibilities
- Brown Act requirements and open meeting laws
- Board member legal and compliance requirements
- Understanding the Board's role in academic and fiscal oversight
- Strategic Plan and LCAP oversight
- Board meeting procedures and Robert's Rules of Order
- The Learning Choice Academy's mission, vision, and core values
- Board and Superintendent roles and responsibilities
- Effective governance practices

IV. Closing Items

6:38 PM

A.	Agenda Items / Info from Board Members	FYI	Celina Cunningham	5 m
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Board members may share information, provide updates, raise matters of interest, and request future agenda items for Board consideration.

B.	Adjourn Meeting	Vote	Celina Cunningham	1 m
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There being no further business to come before the Board, the meeting will be adjourned.

Coversheet

Discussion/Training Only – No Action Will Be Taken

Section:	III. Items Scheduled for Discussion
Item:	A. Discussion/Training Only – No Action Will Be Taken
Purpose:	Discuss
Submitted by:	
Related Material:	Board Training Presetation.pptx



LEADING WITH PURPOSE

The Learning Choice Academy Board Member Training & Orientation



Govern with purpose • Lead with integrity • Keep students first

GOVERN WITH PURPOSE • LEAD WITH INTEGRITY • KEEP STUDENTS FIRST

Welcome & Purpose

What new Board members should leave knowing



THE LEARNING CHOICE
ACADEMY



Understand TLC's **mission, vision**, and **governance structure**



Know the difference between **governance** and **day-to-day management**



Understand **fiduciary, financial, academic**, and **legal** responsibilities



Know the expectations for **Board meetings, training**, and **compliance**



Feel prepared to **ask questions**, make **informed decisions**, and **support TLC's mission**

Mission, Vision & Core Values

Our “why” guides
every Board decision



OUR MISSION

To empower students to reach their full potential by providing choice in education within collaborative triads of parents, students, and school.



OUR VISION

21st century personalized learning with a TK-12 learning environment that ignites each student's full potential to thrive in a diverse and dynamic world through academic learning and strong comprehensive social skills in a flex-based environment that inspires success.

OUR CORE VALUES



TEAMWORK

We collaborate and build strong relationships with our community to achieve shared goals and support every student's success.



CHOICE

We believe in the power of choice and personalized learning to empower students and meet individual needs and goals.



NURTURING

We create a safe, caring environment where students, families, and staff feel valued, supported, and respected.



INTEGRITY

We act with honesty, transparency, and accountability in all that we do.



EXCELLENCE

We strive for excellence in teaching, learning, and leadership to ensure the best outcomes for our students.



INNOVATION

We embrace creativity and continuous improvement to adapt, grow, and prepare students for the future.



RESPECT

We value diversity and treat everyone with kindness, dignity, and respect in our interactions.



STEWARDSHIP

We are responsible stewards of our resources, time, and environment to ensure a sustainable and thriving future for our school.

LEADING WITH PURPOSE • SERVING WITH INTEGRITY • STUDENTS FIRST

Board Roles & Responsibilities

Governance vs. management



THE BOARD — GOVERNS



Sets direction and policy



Approves budgets and major commitments



Hires and evaluates the Superintendent



Monitors student outcomes and compliance



Provides strategic and fiduciary oversight



SUPERINTENDENT & STAFF — MANAGE



Implement Board policy and direction



Lead daily school operations



Manage staff and programs



Develop recommendations for Board consideration



Report progress, risks, and results

Fiduciary Duties

Care • Loyalty • Stewardship of the mission



UNDERSTANDING YOUR FIDUCIARY DUTIES

The Foundation of Effective Board Governance



As a member of the Board of Directors of The Learning Choice Academy, you are a **fiduciary** – a trusted steward of a public charter school. Your decisions impact students, staff, families, and the community. Your role is to lead with wit with care, act with loyalty, and ensure wise stewardship of our resources.



DUTY OF CARE

Act diligently and informed decisions

Board members must be informed and engaged.

- ✓ Prepare for and attend meetings
- ✓ Ask questions and seek clarification
- ✓ Review materials before decisions
- ✓ Understand key data and reports
- ✓ Make decisions in good faith

Ask. Learn.

Make informed decisions in the best interest of our students.



DUTY OF LOYALTY

Put the mission first

Board members must act in the best interest of TLC Academy—not personal interests.

- ✓ Avoid conflicts of interest
- ✓ Do not use position for personal gain
- ✓ Keep discussions and information confidential
- ✓ Support Board decisions once made

Be loyal.

Put students and the mission above all else.



DUTY OF STEWARDSHIP

Manage resources wisely and responsibly

Board members must ensure TLC Academy's resources are used effectively.

- ✓ Approve and monitor the annual budget
- ✓ Ensure financial health and accountability
- ✓ Oversee use of public funds and assets
- ✓ Protect the school's reputation and long-term sustainability

Be faithful.

Guard our resources for today and tomorrow.



WHAT THIS MEANS IN PRACTICE



Put student success and the mission at the center of every decision.



Ask thoughtful questions and seek understanding.



Respect confidentiality and avoid conflicts of interest.



Monitor financial health and ensure responsible use of resources.



Work collaboratively as a unified Board focused on results.



TEAM UP

Great governance is a team effort.

When the Board and the Leadership Team work together with trust, transparency, and a shared purpose, we create the best outcomes for our students and community.



EVERY DECISION SHOULD BE GUIDED BY OUR CORE VALUES



TEAMWORK
We collaborate



CHOICE
We believe in possibilities



NURTURING
We care for our community



INTEGRITY
We act with honesty and transparency



At TLC Academy, our Board leadership is built on trust, responsibility, and a shared commitment to help every student thrive. Thank you for serving with purpose and making a difference!



LEADING WITH PURPOSE • SERVING WITH INTEGRITY • STUDENTS FIRST

Powered by BoardOnTrack

Brown Act

Open meetings, transparency, and public trust



Board business is conducted in properly noticed **public meetings**



Avoid serial meetings — including “reply all,” group texts, or polling other Board members



Follow the posted agenda and respect **public comment** requirements



Closed session is limited to **legally authorized topics** and must remain confidential



When in doubt, do not discuss Board business with a majority of the Board outside a **noticed meeting**

Required Board Compliance

Training and annual responsibilities





THE LEARNING CHOICE ACADEMY

BOARD MEMBER COMPLIANCE & ETHICS

Your Annual Responsibilities as a TLC Board Member



OUR COMMITMENT TO ETHICS

As a member of the Board of Directors of The Learning Choice Academy, you are a fiduciary — a trusted steward of a public charter school. Your leadership and decisions have a direct impact on students, families, staff, and the community. We are committed to **integrity, transparency, and compliance** with all applicable laws, policies, and ethical standards.

MANDATED TRAINING

- Annual Mandated Reporter Training
- Brown Act Training (Annual)
- Ethics Training (Every 2 years)
- Form 700 (Statement of Economic Interests)

CONFLICT OF INTEREST

- Disclose any actual or potential conflicts of interest
- Recuse yourself from discussions and votes
- Prioritize the best interest of TLC students

CONFIDENTIALITY

- Maintain confidentiality of all non-public information
- Do not share sensitive information
- Protect the privacy of staff, students, and families

ATTENDANCE & PARTICIPATION

- Attend all Board meetings
- Prepare by reviewing agenda and materials
- Actively participate in discussions and decisions

POLICIES & LAWS

- Understand and follow all TLC Board policies
- Comply with federal, state, and local laws
- Ask questions when unsure

ANNUAL BOARD DOCUMENTS

Board members review and acknowledge:

- Code of Ethics
- Board Bylaws
- Conflict of Interest Code
- Whistleblower Policy
- Non-Discrimination Policy
- Board Member Handbook

ANNUAL COMPLIANCE CHECKLIST

Requirement	Due / Frequency	Completed
✓ Mandated Reporter Training	Annually	☐
✓ Brown Act Training	Annually	☐
✓ Ethics Training	Every 2 Years	☐
✓ Form 700 Filing	Annually	☐
✓ Conflict of Interest Disclosure	Annually	☐
✓ Board Handbook Review	Annually	☐



DID YOU KNOW?

Well-informed Board members ask better questions and make stronger decisions!

Training helps ensure:

- ✓ Student success
- ✓ Public trust
- ✓ Responsible use of resources
- ✓ Long-term success for TLC

Thank you for your service!



BOARD TIP

When in doubt, reach out!

Your Superintendent and Board leadership are here to help. We succeed together when we lead with integrity, ask questions, and put students first.





Thank you for your dedication to our students, our families, and our community.
As a *downward triangle of care*, we serve our students, support our families, and care for each of our community.

LEAD WITH PURPOSE • SERVE WITH INTEGRITY • STUDENTS FIRST

Financial Oversight

Protecting TLC's financial future



Approve the annual budget and Education Protection Account spending plan



Review First Interim and Second Interim financial reports



Approve Unaudited Actuals and receive the annual independent audit



Monitor cash, enrollment, ADA, reserves, and significant contracts



Ask: Is the decision financially sustainable and aligned with TLC's mission?

Strategic Plan & LCAP

Vision + accountability



STRATEGIC PLAN



Long-term direction

Where are we going?

What are our priorities?

How will we know we are succeeding?



LCAP



Annual accountability & improvement

Goals and actions

Student outcomes

Educational partner input

Expenditures and progress

 The Board connects strategy, resources, and measurable student outcomes. 

Flow of a Board Meeting

From agendas to action



1



Call to Order

2



Attendance / Quorum

3



Pledge

4



Approve Agenda

5



Public Comment

6



Reports / Consent

7



Discussion

8



Action / Vote

9



Board Comments

10



Adjourn

Robert's Rules of Order

Board Member Quick Guide



TLC | The Learning
Choice Academy
LEADING WITH PURPOSE



WHY WE USE ROBERT'S RULES

Robert's Rules help us conduct meetings in a fair, orderly, and efficient way. They ensure every Board member is heard, decisions are made clearly, and we stay focused on TLC's mission and the success of our students.



MEETING FLOW

1

CALL TO ORDER

The meeting begins when the President calls it to order.



2

APPROVE AGENDA

The Board reviews and approves the agenda.

A motion is needed to approve.

3

PUBLIC COMMENT

The public is invited to speak on items on the agenda.

Time limits may apply.



4

DISCUSSION

Board members discuss the agenda item, ask questions, and seek clarity.



5

ACTION / VOTE

A motion is made, seconded, and discussed. The Board votes to approve, deny, or amend the motion.



6

ADJOURNMENT OF MEETING

The President asks for a motion to adjourn when business is complete.



BASIC RULES OF ORDER

1 ONE THING AT A TIME

Only one motion (or item) is considered at a time.

2 MOTION

Someone makes a motion to take action.

3 SECOND

Another member seconds the motion.

4 DISCUSSION

Members discuss the motion.

5 VOTE

The Board votes to approve, deny, or amend.

6 MAJORITY RULE

A majority decides, unless stated otherwise.

7 RESPECT & DECORUM

Be respectful, listen, and stay on topic.



ROLE OF THE PRESIDENT (MEETING LEADER)

- Calls the meeting to order.
- Keeps the meeting on track and on time.
- Recognizes members who wish to speak.
- Ensures rules are followed fairly.
- Puts motions to a vote.
- Announces the results of the vote.



WORK TOGETHER

- We come from different backgrounds but share a common goal.
- Robert's Rules help us work together effectively.
- Our focus is always on students, families, and our mission.



ROLE OF BOARD MEMBERS

- ✓ Be prepared and informed.
- ✓ Listen actively and speak respectfully.
- ✓ Focus on the issue, not the person.
- ✓ Use motions to make decisions.
- ✓ Support the Board's decisions once made.



COMMON MOTIONS & WHAT THEY DO

- | | |
|-------------|--|
| To Amend | Changes part of a motion. |
| To Postpone | Delays the item to a later time. |
| To Refer | Sends the item to a committee for study. |
| To Table | Sets the item aside (usually temporarily). |
| To Adjourn | Ends the meeting. |



Leading with Purpose

By following Robert's Rules, we honor each other's voice, make sound decisions, and lead TLC with purpose.



Top 10 Things Every Board Member Should Know



Quick reference

1



Students First

Always center decisions on what's best for students.

2



Govern — Don't Manage

Set policy and vision; let the team manage operations.

3



Prepare Before Meetings

Review materials in advance and come ready to engage.

4



Ask Thoughtful Questions

Good questions lead to better insight and stronger decisions.

5



Support the Mission

Champion the mission and strengthen public trust.

6



Protect Confidentiality

Keep discussions and information confidential.

7



Know the Brown Act

Understand open meeting laws and follow them always.

8



Monitor Finances

Oversee financial health and ensure accountability.

9



Think Strategically

Focus on long-term impact and future readiness.

10



Lead with Purpose

Your leadership sets the tone for our culture and success.



Great governance leads to great outcomes. Thank you for your commitment to TLC and our students!





THANK YOU FOR SERVING TLC

Your leadership helps protect the mission, strengthen the organization, and create opportunities for students.



**ASK
QUESTIONS**



**STAY
INFORMED**



**LEAD WITH
PURPOSE**



Questions & Discussion