

Youth Policy Institute Charter Schools (YPICS)

Board Meeting Conference Call

Date and Time

Friday June 9, 2017 at 3:00 PM PDT

Location

Conference Call: (641) 715-3680, Access# 1004153; Locations: 17112 Minnehaha Street, Granada Hills, CA 91344; 501 S. Bixel Street, Los Angeles, CA 90017; 405 Hillgard Avenue, Los Angeles, CA 90024; 25024 Highspring Avenue, Newhall, CA 91321; 1625 W. Olympic Blvd., Los Angeles, CA 90015; 4000 S. Main Street, Los Angeles, CA 90037; 10660 White Oak Avenue, Granada Hills, CA 91344, 560 N Arden Blvd, Los Angeles, CA 90004

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Agenda

	Purpose	Presenter	Time
I. Opening Items			3:00 PM
Opening Items			
A. Record Attendance and Guests		Yesenia Zubia	1 m
B. Call the Meeting to Order		Gene Straub	1 m
C. Flag Salute			5 m
D. Additions/Corrections to Agenda		Gene Straub	2 m

Purpose Presenter Time

II. COMMUNICATIONS

3:09 PM

Academic Excellence

A. Presentations from the Public	FYI	Gene Straub	5 m
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Any persons present desiring to address the Board of Directors on any proper matter.

The YPI Charter Public Schools ("Charter Schools") welcome your participation at the Charter Schools' Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the Charter Schools in public. Your participation assures us of continuing community interest in our Charter Schools. To assist you in the case of speaking/participating in our meetings, the following guidelines are provided:

Agenda Items: No individual presentation shall be more than five (5) minutes and total time for this purpose shall not exceed thirty (30) minutes per agenda item.

Non-Agenda Items: No individual presentation shall be for more than three (3) minutes and total time shall not exceed fifteen (15) minutes.

When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.

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.

Any public records relating to an agenda item for an open session of the Board which are distributed to all of the Board members shall be available for public inspection at 1157 S. Berendo Street, Los Angeles, California 90006, 12513 Gain Street, Pacoima, CA 91331, 9400 Remick Avenue, Pacoima, California 91331 and 10660 White Oak Avenue, Granada Hills, CA 91344.

Americans with Disabilities

YPI Charter Schools, Inc. adheres to the Americans with Disabilities Act. Should you require special accommodations, or more information about accessibility, please contact us at least 48 hours in advance at 818-834-5805/ 213-413-9600, or info@coronacharter.org / info@romerocharter.org. All efforts will be made for reasonable accommodations.

III. ITEMS SCHEDULED FOR INFORMATION

IV. CONSENT AGENDA ITEMS

Audit

A. Background	FYI
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Purpose Presenter Time

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/ enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board Member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board's vote on them. The Executive Director recommends approval of all consent agenda items.

V. ITEMS SCHEDULED FOR ACTION **3:14 PM**

- | | | | |
|---------------------------------------------------|------|-------------------|-----|
| A. Approval of COP Purchases and Contracts | Vote | Irina
Castillo | 5 m |
| B. Transfer of CETIG Grant Funds | Vote | Irina
Castillo | 5 m |

YPICS would like board approval for the transfer of CETIG grant funds from Monsenor Oscar Romero Charter School to Vaughn Next Century Learning Center.

- | | | | |
|----------------------------------------------------------------------------------------|------|-------------------------|-----|
| C. Acknowledgement of Funds Received From
Charter Operated Programs Option 3 | Vote | Yvette
King-
Berg | 5 m |
|----------------------------------------------------------------------------------------|------|-------------------------|-----|

Acknowledgement of Funds Received From Charter Operated Programs Option 3 in the amount of \$165,000

VI. ANNOUNCEMENTS

VII. Closing Items

- | | |
|---------------------------|------|
| A. Adjourn Meeting | Vote |
|---------------------------|------|

Coversheet

Approval of COP Purchases and Contracts

Section: V. ITEMS SCHEDULED FOR ACTION
Item: A. Approval of COP Purchases and Contracts
Purpose: Vote
Submitted by:
Related Material: COP Purchases.pdf

FY 2017 FISCAL RECOMMENDATIONS

Total: \$165,900

- **Priority 1, \$116,000:**
 - July Summit, \$18,500 – Would be utilized for trainers, keynote and food. Request from Summit Committee.
 - Teen Court, \$15,000 – Support build out of a teen court for Accelerated Schools. Approved within Coordinating Council and supported by COP team.
 - Website Design/Buildout, \$40,000 – New public facing and school interface for supports. Supported by Fiscal Council and COP team.
 - LRP Publications, \$36,000 – Purchase a set of books and supplies for each Option 3 school. Using funds primarily from the LRP Charter Monthly to provide more resource oriented materials, rather than newsletters. Newsletter would go to COP team.
 - Data Consultant, \$4,000 – Pay for work completed on data/related services visualization tools.
 - Graphic Design, \$2,500 – Pay for design work completed on logo placeholder and on templates for PPT and Word documents.
- **Priority 2, \$36,000:**
 - District Management Group, \$6,000 – Prepay consultant to lead all-council meeting on cost-effective strategies for closing the achievement gap for students with disabilities. This would take place in late fall.
 - Co-teaching/Instructional Supports, \$10,000 – Prepay for four co-teaching/instructional trainings and one UDL keynote from CAST.
 - Fall Behavior/Classroom Management Training Consultants, \$10,000 – Prepay for classroom management and discipline related consultants to deliver training in early September.
 - Emdin Support Services, \$10,000 – Prepay consultant to lead a keynote on race and urban education for January conference.
- **Priority 3, \$13,900:**
 - Marc Putchin, \$3,000 – Prepay consultant for mediation activities for IEP teams.
 - MailChimp Customization, \$1,000 – Prepay consultant to customize MailChimp templates for sending emails to schools.
 - Salesforce Customization, \$2,000 – Prepay for consultant to customize school database for capturing school information.
 - Wufoo Subscription, \$1,000 – Prepay forms subscription for event registration and document submission to COP team.
 - Salesforce Subscription, \$1,000 – Prepay yearly subscription for school database.
 - MailChimp Subscription, \$1,000 – Prepay yearly email service for emailing schools.
 - Conference Line Equipment, \$2,500 – Purchase COP conference line equipment.
 - ILS Survey License/Surveys, \$2,400 – Purchase 100 surveys and license fee for training co-teaching pairs on communication background and strategies.

Coversheet

Transfer of CETIG Grant Funds

Section: V. ITEMS SCHEDULED FOR ACTION
Item: B. Transfer of CETIG Grant Funds
Purpose: Vote
Submitted by:
Related Material: CTEIG Change in Fiscal Agent MOU.docx



Memorandum of Understanding

Youth Policy Institute Charter Schools

AND

Career Technical Education Incentive Grant

This agreement herein describes the agreed upon responsibilities and expectations between Youth Policy Institute Charter Schools (YPICS) with offices at 6464 Sunset Boulevard, Suite 650, Los Angeles, CA 90028 and Career Technical Education Incentive Grant (CTEIG) with offices located at 1430 N Street, Suite 4202 Sacramento, CA 95814.

REQUEST TO CHANGE FISCAL AGENT LEA

Youth Policy Institute Charter Schools is requesting to change from having Monseñor Oscar Romero Charter School, the current LEA for this grant, move to remain solely a member with all of the member responsibilities listed in this MOU. Additionally, The Board of Directors for Youth Policy Institute Charter Schools also agreed to have Vaughn Next Century Learning Center, a current member of the YPICS CTEIG Consortium, step into the position as the Lead Educational Agency. The Board of Directors of Vaughn Next Century Learning Center has agreed to take on the role and responsibilities of the LEA as outlined in this MOU effective July 1, 2017.

STATEMENT OF INTENT

Youth Policy Institute Charter Schools (YPICS) and Career Technical Education Incentive Grant (CTEIG) seeks to established as a state education, economic, and workforce development initiative with the goal of providing pupils in kindergarten through grade twelve, inclusive, with the knowledge and skills necessary to transition to employment and postsecondary education. The purpose of this program is to encourage and maintain the delivery of career technical education (CTE) programs during implementation of the school district and charter school local control funding formula (LCFF) pursuant to California *Education Code (EC)* Section 42238.02.

TERM AND TERMINATION

Term. The term of MOU begins July 15, 2015 the Effective Date and ends on June 30, 2017. This MOU may be extended or amended at any time upon mutual written consent of the



PARTIES. This Agreement will take effect on the Effective Date and will remain in effect, unless earlier terminated or until all of the Services have been completed.

Termination. This Agreement may be terminated in whole or in part by either party without cause with 30 days written notice of termination and shall be sent via certified or registered mail with return receipt requested.

RELATIONSHIP OF THE PARTIES

As recipients of CTEIG funds, the Youth Policy Institute Charter Schools (YPICS) Consortium is committed to implementing and maintaining a CTE program that meets all of the following high quality CTE program requirements:

- a. Offer high quality curriculum and instruction aligned with the California CTE Model Curriculum Standards including, but not limited to, providing a coherent sequence of CTE courses that enable pupils to transition to postsecondary education programs that lead to a career pathway or attain employment upon graduation from high school.
- b. Provide pupils with quality career exploration and guidance.
- c. Provide pupil support services including counseling and leadership development.
- d. Provide for system alignment, coherence, and articulation, including ongoing and structural regional or local partnerships with postsecondary educational institutions, with documented formal written agreements.
- e. Form ongoing and structural industry and labor partnerships, documented through formal written agreements and through participation on advisory committees.
- f. Reflect regional or local labor market demands focusing on current or emerging high-skill, high-wage, or high-demand occupations.
- g. Reflect regional or local labor market demands focusing on current or emerging high-skill, high-wage, or high-demand occupations.
- h. Lead to an industry-recognized credential, certificate, appropriate postsecondary training, or employment.



- i. Staffed by skilled teachers (CTE credentialed teachers) or faculty and provide professional development opportunities for those teachers or faculty members.
- j. Report data to allow for an evaluation of the program.

ATTENDANCE AND MATCH COMMITMENTS:

The below table outlines the average daily attendance (ADA) for grades 7-12, and corresponding match commitments, from each school within the YPICS Consortium. Schools will receive \$163.00 per ADA served through CTE Program,

School Name	ADA (grades 7-12)	Match Commitment
Los Angeles Academy of Arts & Enterprise Charter	120	\$23,280
Camino Nuevo Charter High	100	\$19,400
Community Collaborative Charter	100	\$19,400
Alliance Health Services Academy High	400	\$77,600
APEX Academy	60	\$11,640
Mission View Public	1000	\$100,000
Vaughn Next Century Learning Center	400	\$77,600
Bert Corona Charter	239	\$46,366
Monsenor Oscar Romero Charter School	211	\$60,344
YPI Valley Public Charter High	400	\$77,600
Total by grant's end	3130 students	\$513,225



		match dollars
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USE AND RELEASE OF INFORMATION

All parties involved in this MOU agree to maintain confidentiality of the information gathered and provided through this agreement and to comply with all laws and regulations governing the information referenced therein.

DATA/PROGRAM EVALUATION RESPONSIBILITIES & COMMITMENTS

Data aligned with the core metrics required by the federal Workforce Innovation and Opportunity Act and the quality indicators described in the California State Plan for CTE and by the Perkins IV. The data to be reported includes all of the following:

- The number of pupils completing high school.
- The number of pupils completing CTE coursework.
- The number of pupils obtaining an industry-recognized credential, certificate, license, or other measure of technical skill attainment.
- The number of former pupils employed and the types of businesses in which they are employed.
- The number of former pupils enrolled in a postsecondary educational institution, a state apprenticeship program, or another form of job training.
- Quarterly reports must be made on each metric to YPI’s Research and Evaluation Department as well as YPI’s Director of Academic Support,
- Postsecondary entry and progress should be collected from the National Student Clearinghouse and shared with YPI. It is the responsibility of the grantee to have a contract with National Student Clearinghouse to receive the data.

USE AND RELEASE OF INFORMATION

Yvette King-Berg Executive Director, **Ruben Dueñas** Chief Operations Officer
Kevin Myers Director of Academic Achievement **Diana Gámez** Senior Director of Programs
Vashon Nutt Director of Special Education **Charles Harvey** Director of Technology

YPICS | YPI Charter Schools
 10660 White Oak Ave, STE B101
 Granada Hills CA 91344
 Office: (818) 834.5805 / Fax: 818.834.8075
 info@ypics.org / www.ypics.org



All parties involved in this MOU agree to maintain confidentiality of the information gathered and provided through this agreement and to comply with all laws and regulations governing the information referenced therein.

TERMINATION

This Agreement may be terminated in whole or in part by either party without cause, with 30 days written notice of intent to termination and shall be sent via certified or registered mail with return receipt requested. Failure to honor any of the obligations stated above may also result in the termination of this Agreement.

GOVERNING LAW

This agreement will be governed by the laws of the state of California without regard to its conflicts of law's provisions. The state and federal courts within the State of California shall have non-exclusive jurisdiction over all disputes arising out of this agreement.

AMENDMENTS TO THE MOU

MOU change requests may be submitted in writing by any party at any time. Any proposed changes to the MOU must be signed and approved by the authorized signers from both parties before going into effect.

COMPLETE AGREEMENT

This Memorandum of Understanding is executed in two (2) duplicate originals, each of which is deemed to be an original. This Memorandum of Understanding includes Five (2) pages, which constitute the entire understanding and agreement of the PARTIES.

COUNTERPARTS

This Agreement may be executed via counterparts, each of which shall be deemed to be an original.

AUTHORITY

Yvette King-Berg Executive Director, **Ruben Dueñas** Chief Operations Officer
Kevin Myers Director of Academic Achievement **Diana Gámez** Senior Director of Programs
Vashon Nutt Director of Special Education **Charles Harvey** Director of Technology

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The individuals signing below have the authority to commit the party they represent to the terms of this MOU, and do so commit by signing. This MOU is of no force or effect until signed by representatives of both parties.

In Witness Whereof, the parties have executed this Memorandum of Understanding as of the effective date.

Youth Policy Institute Charter Schools

By: _____

Title: _____

Date: _____

School: Los Angeles Academy of Arts &
Enterprise Charter

By: _____

Signature: _____

Title: _____

Date: _____

School: Community Collaborative Charter

By: _____

Signature: _____

School: Camino Nuevo Charter High

By: _____

Signature: _____

Title: _____

Date: _____

School: Alliance Health Services Academy
High

By: _____

Signature: _____



Title: _____

Date: _____

School: APEX Academy

By: _____

Signature: _____

Title: _____

Date: _____

School: Vaughn Next Century Learning
Center

By: _____

Signature: _____

Title: _____

Date: _____

School: Monsenor Oscar Romero Charter
School

By: _____

Signature: _____

Title: _____

Date: _____

School: Mission View Public

By: _____

Signature: _____

Title: _____

Date: _____

School: Bert Corona Charter

By: _____

Signature: _____

Title: _____

Date: _____

School: YPI Valley Public Charter High

By: _____

Signature: _____



Title: _____

Title: _____

Date: _____

Date: _____

Yvette King-Berg Executive Director, **Ruben Dueñas** Chief Operations Officer
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