APPROVED

Youth Policy Institute Charter Schools (YPICS)

Minutes

YPICS Regular Board Meeting

Date and Time
Monday October 28, 2024 at 6:00 PM

Location
YPI Charter Schools
Learning and Support Center
10660 White Oak Avenue, Suite B101
Granada Hills, CA 91344

The meeting will be held at YPI Charter Schools Learning and Support Center.

The Public may also access the live stream of the meeting at any of the four (4) YPICS locations or via the Zoom link below: Invite Link
https://us06web.zoom.us/j/81830780138

Presentations from the Public can only be made at one of the four YPICS locations listed.
YPI Charter Schools
Learning and Support Center
10660 White Oak Avenue, Suite B101
Granada Hills, CA 91344

Bert Corona Charter School
9400 Remick Avenue Pacoima, CA 91331

Bert Corona Charter High School
12513 Gain Street Pacoima, CA 91331

Monseñor Oscar Romero Charter School
2670 W. 11th Street Los Angeles, CA 90006

Trustees Present

C. Lopez, D. Cho, M. Green, M. Keipp, W. Njboke

Trustees Absent
S. Mendoza

Guests Present
D. Rios (remote), E. LaVan, I. Castillo, K. Favela-Barreras (remote), K. Myers, N. Garcia (remote), R. Bradford (remote), Y. King-Berg

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I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

M. Keipp called a meeting of the board of trustees of Youth Policy Institute Charter Schools (YPICS) to order on Monday Oct 28, 2024 at 6:09 PM.

C. Additions/Corrections to Agenda

There were no additions or correctiions to the minutes.

D. Approval of September 30, 2024 Regular Board Meeting Minutes

C. Lopez made a motion to approve the minutes from YPICS Regular Board Meeting on 09-30-24.
W. Njboke seconded the motion.
5-0
The board **VOTED** to approve the motion.

II. Communications

A. Presentations from the Public

There were no presentations from the Public.

III. Items Scheduled for Information

A. Board Committee Updates

Cesar Lopez reminded everyone that the next academic Meeting will be held in November 2024 after the mid-year benchmark assessments are completed. The educational focus for now is ensuring that the data analysis is done to support the MORCS renewal in November.

Board Treasurer Green reported that the fiscal committee met today and will bring recommendations on two topics. The first is how to invest the tax refund due to the employee retention credit tax refunds and how to consider a bonus for staff. Secondly, the committee has recommendations to ensure the YPICS gas stipends are provided to LSC employees who travel from one sight to another to do their jobs in alignment with CA employment practices and laws.

Board Technology Chair Update: Legal has completed the YPICS AI student use policy review. It will be ready for presentation at today's meeting for your approval and final vote.

B. YPICS Director of Special Education's Report

The SPED Director is focused on preparing the schools for upcoming DVR visits, reporting Special Education CAL PADs, and preparing YPICS for the CA CDE SPED Cycle B Monitoring scheduled for February 2025.

C. YPICS Senior Director of Community Schools Partnerships' Report

Community Schools Teams have been developing a guidance document for MTSS to make the process consistent. The document is now final, so moving into the development of the Administrative Regulations (AR) to be approved by the Executive Team and the YPICS Board.

D. Bert Corona Charter School Executive Administrator's Report

- PD focused on topics for PLCs (small group learning; teachers provided four options; will engage in CFG on feedback).
- The School held a Mock Presidential Election to build active citizenship skills for students.
- Trunk or Treat Community event served approximately 500 community members. Current families and student alumni enjoy this family-friendly, safe trick-or-treating event, which continues to bring the BCCS Community together. This is year 5 of this successful event.

E. Monseñor Oscar Romero Charter School Executive Administrator's Report

Instruction:
Our team is focused on professional development aligned with teacher feedback. To enhance teaching practices, we are launching a five-part PLC series centered on Special Education Inclusion, Differentiated Instruction, and Culturally Responsive teaching.

Culture and Climate:
We are promoting positive behaviors through the Pawsitive Puma Recognitions (PPRs) program, which rewards students with incentives such as a raffle for a field trip, fostering a positive school environment.

Operations:
To improve our daily attendance rate, currently at 94.6%, we have introduced attendance incentives, including perfect attendance celebrations, to help us reach our 95% goal. This report will provide further details on how each of these areas supports the overall mission of Monseñor Oscar Romero Charter School and our ongoing commitment to academic and community excellence.

F. Bert Corona Charter High School Executive Administrator/ COO's Report

Instruction
ELA Teacher The 11th and 12th grade English position continues to be vacant. The position has been posted on Edjoin. Staff interviewed a candidate and was going to make an offer, but the candidate took another offer. Currently, a long-term substitute is teaching the class. Fortunately, our administrative team and students have been happy with the substitutes who have been covering the class.

Special Education
BCCHS continues to enroll high numbers of students with an IEP. Currently, 62 students (27.8% of the student population) are supported by 2 RSP teachers. The recommended caseload for an RSP teacher by the state is 28 students. Currently, BCCHS is over the caseload of six students. Staff reviews staff and student schedules to ensure all supports are provided. Ultimately, BCCHS may/will need to shift staff or hire additional staff (special education tutor or Part-Time RSP teacher) to support this large caseload.

G. YPICS Chief Accountability Officer's Report

- LAUSD redline feedback on renewal has been primarily technical
- The LAUD CSD opening letter requires EA's signature on Compliance Monitoring and EL Master Plan Certification.

H. YPICS Executive Director's Report

SB 497: Effective January 1, 2024, SB 497 creates a rebuttable presumption of retaliation if an employer takes adverse action, e.g., termination, demotion, discipline, etc., against an employee within 90 days of the employee engaging in legally protected activities under the California Labor Code. Protected activities include reporting violations or participating in investigations. Employers can rebut this presumption by proving legitimate reasons for their actions. Violations may result in civil penalties.

AB 2534: Effective January 1, 2025, AB 2534 requires applicants for certificated school positions to provide a complete list of all previous educational employers. Local educational agencies (LEAs) must inquire with each listed institution about any credible complaints, investigations, or disciplinary actions related to egregious misconduct that were reported to the California Commission on Teacher Credentialing (CTC). *The YPICS*

Board Directed the ED to ensure that this step is included in the hiring process for all new hires after January 1, 2025.

AB 1913: Effective January 1, 2025, AB 1913 mandates annual training for all school personnel in detecting, preventing, and reporting child abuse, including sexual abuse. The training applies to employees in charter schools. It can be completed via an online module provided by the Department of Social Services and/or developed training that qualifies, including the CharterSAFE training. This requirement expands the Mandated Reporter Training to include a preventative portion instead of mandating new training. We will continue to use the CharterSafe Training as it meets the requirements of the new mandate. *YPICS included this CharterSafe training module beginning July 1, 2024.*

AB 3216: Effective July 1, 2026, AB 3216 would require schools to develop and adopt, and update every five years a policy limiting or prohibiting students' use of smartphones while they are at school but allowing students access to their smartphones in emergencies.

YPICS is already in compliance with this legislation, as our current board-approved policies limit cell phone use by students on campus.

I. Charter School Transparency Resolution (discussion/info)

The discussion of the LAUSD Charter Transparency Resolution is an annual requirement for LAUSD authorized charter schools as a compliance item for review in Performance-Based Oversight Visit.
The original resolution entitled "Keeping Parents Informed" proposed by Member Ratliff and approved by the LAUSD Board of Education, is meant to ensure that charter schools share information with parents/families of enrolled students. These items include: School Accountability Report Cards (SARC), Local Control & Accountability Plans (LCAP), annual financial audits, EPA, academic performance data including state-mandated assessments, student demographics, graduation rates and dropout rates.
Parents and community members are welcome to access any documents outlined in the Monica Ratlift Transparency Resolution on the school's websites or request a copy from the main office of any YPICS. The board reaffirmed its commitment to transparency for the YPICS families and communities.

IV. Consent Agenda Items

A. Background

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 removal 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.

B. Consent Items

1. Approval of...
A) EL Master. Plan Certification
B) Charter School Transparency Resolution (discussion/info)
C)Title IX Requirements & Grievance Procedures
D)Recess. Policy
E) Physical Education Training & Emergency Action Plan
F)Charter School Compliance Monitoring and Certification of Board Compliance Review 2024-25

M. Green made a motion to approve the Consent Agenda Items.
C. Lopez seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Items Scheduled For Action

A. YPICS Financials

Irina Castillo (ExEd) presented the September financials package including budget vs actual, and the check register.
C. Lopez made a motion to Approve the YPICS September financials package, including budget vs. actual and the check register as presented by Irina Castillo (ExED).
M. Green seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Gas Stipends

Recommendation from YPICS Finance Committee to approve Gas Stipends retroactive to 2023.
Beginning with the 2024-25 SY, LSC members who conduct regular visits to the school sites will keep a monthly travel log of the mileage, and be reimbursed upon submission of their logs at the federal per mile reimbursement rate.
W. Njboke made a motion to Approve gas stipends retroactive to 2023, and beginning with the 2024-25 SY, LSC members who conduct regular visits to school sites will keep monthly travel logs of the mileage and be reimbursed at the federal per-mile reimbursement rate.
D. Cho seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Approve ERC Saff Retention Bonus and Closing the LAUSD GAP Stipend

YPICS schools have received the 2nd of four payments under the Employee Retention Credit (ERC) which originally incentivized employers during the COVID-19 Pandemic to

continuously employ staff as to avert a larger economic crisis. The Board, based on the analysis of three different scenarios modeled by ExEd, considered the manner in which the stipends would be applied (e.g., current staff who were on staff at the onset of the pandemic), and the total costs of each scenario.
C. Lopez made a motion to Approve the ERC Staff retention bonus, which includes $500 for each current employee and an additional $300 for each employee on staff during earned quarters of the pandemic.
W. Njboke seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Open a new Certificate of Deposit with East West Bank to Deposit ERC Funds

The Board considered information presented by ExEd on what to do with the remaining ERC funds after employee stipends have been paid out. The proposal included the opening of a Certificate of Deposit (CD) with the remaining ERC funds for a period of 18 months.
M. Green made a motion to Approve Executive Director King-Berg to open a new Certificate of Deposit with East West Bank with the remaining ERC funds for 18 months.
W. Njboke seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. YPICS AI Policy

YPICS Director of Technology Integration presented a new Board policy to address the innovations in AI and its impact on students and the educational program. The policy was reviewed and revised by legal counsel prior to presentation to the Board.
C. Lopez made a motion to Approve the YPICS AI Student Use Policy.
W. Njboke seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Approve the New 5 -Year Ricoh Lease

YPICS Director of Technology Integration presented the proposed contract for new lease agreements at the LSC and school sites for the term of 5 years. The new agreements would amount to lower costs for printing (both color and black and white) and include servicing of machines. The new leases would take effect during the current FY, and replace the current multi-year contract.
C. Lopez made a motion to Approve the New 5-Year Ricoh Lease.
M. Green seconded the motion.
Board Member W Njboke did not participate in this vote; he abstained. He works for Ricoh but has had zero interaction with our account. A separate internal team manages the YPICS account.
The board **VOTED** to approve the motion.

Roll Call

M. Green	Aye
C. Lopez	Aye

Roll Call

D. Cho	Aye
W. Njboke	Abstain
S. Mendoza	Absent
M. Keipp	Aye

G. Recommendation to Close Banc of CA Prop 1D Account and Move Funds to the Operating Account

The accounting for the Prop 1D Funds for the construction of Monseñor Oscar Romero Charter Middle has been completed with the District and the State. There are remaining funds in the amount of ~ $75k. The Finance Committee reviewed the account and recommends the Board approve a closure of the account and transfer the remaining funds to the school's operating account.
M. Green made a motion to Approve closing the Banc of CA Prop 1D Account and moving the funds to the YPICS operating account,.
W. Njboke seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Announcements

A. Closing Announcements

No closing announcements were made.

VII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:30 PM.

Respectfully Submitted,
E. LaVan

Documents used during the meeting

- YPICS SPED Director Report 10_28_24.pdf
- 10.28.24 Community Schools Board Report.docx.pdf
- 24-25 BCCS EA BoD Report (October).docx.pdf
- 24-25 MORCS EA BoD Report October 28, 2024.pdf
- 24-25 BCCHS EA BoD Report 10-28-24.pdf
- Executive Director Report October 2024.pdf
- 24-10-28 BCCHS_Master Plan for English Learners Cert. 2024-2025.pdf

- 24-10-28 MORCS_Master Plan for English Learners Cert. 2024-2025.pdf
- 24-10-28 BCCS_Master Plan for English Learners Cert. 2024-2025.pdf
- YPICS Recess Policy 10282024.pdf
- Physical Education Training & Emergency Action Plan 10282024.docx
- Title IX- Harassment, Intimidation, Discrimination, and Bullying Policy (1).pdf
- Title IX Policy and Grievance Procedures for Sexual Harassment YPICS.pdf
- YPICS Uniiform Compliiant Procedure.pdf
- 24-25 YPICS Financials Board Packet 09.24.pdf
- Board Brief- Gas Stipends 23-24 & 24-25 (4).pdf
- Board Resolution- to Open a Certifiicate of Deposit East West Bank 10282024.pdf
- 24-25 Recommendation to approve AI Student AUP Language (1).pdf
- YPI Charter Schools Ricoh Proposal (1).pdf