APPROVED

Youth Policy Institute Charter Schools (YPICS)

Minutes

YPICS Regular Board Meeting

Date and Time
Monday November 10, 2025 at 6:00 PM

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

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: https://us06web.zoom.us/j/81181953720

Presentations from the Public can only be made at one of the four YPICS locations listed.

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

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

Board members will be calling in from:
1728 S. Vermont Ave, Los Angeles CA 90006

Trustees Present
D. Cho, M. Green, M. Keipp, S. Mendoza (remote), W. Njboke

Trustees Absent
C. Lopez

Guests Present
D. Rios (remote), F. Zepeda, I. Castillo, K. Gamez (remote), K. Myers, Lizabet Gonzalez (remote), M. Garcia, R. Bradford, R. Duenas, V. Nutt, Y. King-Berg, Y. Zubia (remote)

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 Nov 10, 2025 at 6:14 PM.

C. Additions/Corrections to Agenda

There were no additions or corrections to the agenda.

D. Approval of August 25, 2025 Regular Board Meeting Minutes

M. Green made a motion to approve the minutes from YPICS Regular Board Meeting on 08-25-25.
W. Njboke seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
M. Green	Aye
M. Keipp	Abstain
C. Lopez	Absent
W. Njboke	Aye
S. Mendoza	Aye
D. Cho	Aye

E. Approval of September 29, 2025 Regular Board Meeting Minutes

S. Mendoza made a motion to approve the minutes from YPICS Regular Board Meeting on 09-29-25.
W. Njboke seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

II. Communications

A. Presentations from the Public

There were no presentations from the Public.

III. Items Scheduled for Information

A. Board Committee Updates

The Academic Committee Chair was absent and plans to provide his report at the December 8, 2025, regular board meeting.

Board Fiscal Chair Michael Green reported that the Finance Committee met at 5:00 today and will present the fiscal recommendations at the regular board meeting at 6:00 this evening.

Technology Committee Chair, Dean Cho, reported that his committee will have a report ready for the December 8, 2025, Regular Board Meeting.

B. YPICS Director of Special Education's Report

Site-Based Compliance by School Site

1. The SPED Director presented a chart below that illustrated the number of students on each teacher's caseload. California Ed Code states that Resource Specialist Teacher caseloads must not exceed 28 students. Bert Corona Charter School and Bert Corona Charter High School have decided to split a teacher who currently works full-time at the high school to better address the updated caseload of IEPs for both schools. The teacher's time will be divided between the two schools - 60% at BCCS and 40% at BCCHS. As a result of this change, the caseloads will be BCCS Average 21.75, BCCHS Average 19.33, and MORCS Average 17.00.

2. ***Comparison of September vs. November Data***
   The overall trend between September and November shows a significant improvement in service delivery compliance, especially for the BCCS school.

C. Bert Corona Charter School Executive Administrator's Report

This year, our main instructional focus areas are math performance, subgroup performance, and writing across the curriculum. However, our BCCS team decided to focus on academic excellence and on pushing kids not just to be passive participants, but to be relatively active scholars in their education. I have been so proud of the work our teachers have put into all of the efforts we have in place to push students to be their best! Below are just a few of the things we are doing to ensure that our kids meet our instructional goals and that they realize their academic potential in the process.

Co-Teaching: We have continued our efforts in co-planning and co-teaching. Many staff members have been supporting each other, and our teachers have expressed great appreciation for the support in working with their kids!

Academic Excellence One of our BCCS areas of focus this year is academic excellence. We intend to push students to be owners of their own education and to make themselves through engagement and service learning. We don’t want our kids to be passive recipients of knowledge and to do their work compliantly- we want them learning and thinking critically, using their skills to better their school and community.

So far this year, we have seen a 60% drop in ODRs when compared to the 24-25 school year. In most schools, data shows a spike in behavior and incidents in October. While this has been true for our school as well, historically, this year we have seen a decrease in ODRs this month compared to September, and we had an 84% decrease in the number of ODRs submitted when compared to October 2024. In addition, we still have 0 suspensions or expulsions for the 2025-26 school year.

Attendance Recovery: This year, the state is allowing for schools to make-up missed attendance through an Attendance Recovery program. Our program in October with 5 students and we are actively reaching out to families to recruit more students.

Operations In terms of operations, our facilities are in good repair. Construction is almost complete for the project the board approved in September (foundation repair for rooms A-1). We are hoping to be back in the building by the end of the month! Attendance holds at 93% for the school year, but we continue to push for 95%. Our attendance committee has been doing some great work in targeting specific populations to help address attendance and chronic absenteeism. We still have work to do when it comes to students who are chronically absent, but we will be putting a special focus our our MLs and students with special needs, as they have higher rates of absenteeism than their general education peers:

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

Instruction

This month marks an important milestone in our schoolwide instructional cycle as our team conducts the first round of FIABs (Focused Interim Assessment Blocks). These assessments are a key component of our data-driven instructional approach, providing teachers with timely information on students' progress toward mastering grade-level standards. On Monday, October 27, teachers will engage in their first structured analysis of FIAB results.

The session will begin with grade-level teams coming together to review their collective data and identify trends across classrooms. This initial discussion will help staff establish a shared understanding of current performance levels, pinpoint areas of strength, and surface early indicators of where additional support may be needed. Following this grade-level analysis, teams will transition into departmental meetings for a deeper examination of the data. Departments will use this time to identify specific content areas that require reteaching, discuss strategies for differentiated instruction, and determine how to address any learning gaps that have emerged.

Our goal is to ensure that this data analysis process directly informs upcoming instructional planning and small-group interventions. The focus on collaborative reflection allows teachers to connect assessment data with instructional practices, ultimately improving lesson design, student engagement, and academic outcomes. The leadership team will continue to support teachers by providing resources, monitoring progress, and celebrating early signs of student growth throughout the trimester.

Culture & Climate

Fostering a strong, positive school culture remains a top priority at MORCS. This week, we had the privilege of celebrating a group of students who have consistently demonstrated positive behavior and contributed to our school community through our Pawsitive Puma Recognitions (PPR) program. As part of this celebration, students who earned multiple PPRs were invited to a special field trip to the Natural History Museum, where they explored the P-22 exhibit and learned about the importance of community and perseverance—values that align with our school’s mission.

These students were also honored earlier in the month during our PPR Recognition Assembly, where staff and peers acknowledged their commitment to demonstrating respect, responsibility, and resilience. This two-part recognition—both public acknowledgment on campus and an off-site reward—serves as a powerful motivator for students while reinforcing our schoolwide expectations and core values.

The full report is available on Board on Track.

E. Bert Corona Charter High School Executive Administrator's Report

Academics UCLA Math Project UCLAMP

Our school held its first on-site UCLAMP math lab training to strengthen mathematics instruction and pedagogy across classrooms. This professional development initiative provided targeted support for our two mathematics teachers, three Resource Specialist Program (RSP) teachers, and our Coordinator of Instruction. Throughout the year, the team will participate in eleven days of intensive professional learning. The partnership commenced in mid-September with a full-day, organization-wide professional development session. A central component of this collaboration is the Learning Lab, conducted over two full school days. During each Learning Lab, the team—including mathematics teachers, RSP teachers, and the Coordinator of Instruction—jointly designs a lesson. One mathematics teacher facilitates the lesson while colleagues observe and collect data on student learning outcomes. The team then engages in a reflective debrief, revises the lesson based on real-time data, and has the second mathematics teacher deliver the improved version. This iterative process emphasizes data-driven reflection and continuous instructional improvement. Our first Learning Lab day was both productive and enriching, offering valuable insights for all participants. In conjunction with the Learning Lab, an Implementation Day—facilitated by the UCLAMP consultant—provides in-class support, including coaching, observation, and feedback, to help teachers apply newly acquired strategies in their classrooms. Additional sessions throughout the year consist of two-hour professional development meetings that offer sustained support, emphasize mathematical theory, and create opportunities for cross-school collaboration and sharing of effective practices. Through this partnership, our educators are gaining access to the most current, research-based instructional strategies, empowering them to deliver high-quality mathematics instruction that meets the diverse needs of all learners.

College & Career Postsecondary Advising Our counseling department communicated with parents regarding the college application process and dual enrollment college coursework opportunities. Coordination with SCC staff and mentors is in progress to schedule SSPT graduation clearance meetings for seniors experiencing attendance challenges. The next monthly Parent Workshop is scheduled for Tuesday, November 4th, at 6:00 p.m. Upcoming parent meetings will focus on college decision-making, financial aid guidance, and addressing related questions and concerns.

School Culture and Climate
Big Shake-up Drill

On Thursday, October 16, 2025, Bert Corona Charter High School took part in the statewide Great California Shake-Out earthquake drill. Students, teachers, and staff joined millions of participants across California at 10:16 a.m. to practice essential earthquake safety procedures. During the drill, the school community performed the “Drop, Cover, and Hold On” routine and then safely evacuated to designated assembly areas, simulating real emergency conditions to ensure readiness and safety awareness.

Operations Facilities
A walkthrough was conducted on Monday, October 20, by LAUSD Prop. 39 staff, representatives from Maclay Middle School, and BCCHS leadership to assess the necessary steps for reoccupying our main office and bungalows. It was recommended that LAUSD clean all desk tops and floors in the affected rooms. Additionally, LAUSD will arrange for maintenance services to remove excessive plant growth around the premises. LAUSD movers will also assist with relocating large furniture and benches in the lunch area, time and date TBD. The next meeting to determine subsequent actions is scheduled for Wednesday, October 22.

Community Schools
After-school Attendance Recovery Program. The Attendance Recovery Program is developed by the California Department of Education (CDE) to help students make up missed instructional time and enable schools to recover ADA funding for verified attendance. Our school plans to implement this program in partnership with Think Together to ensure a coordinated and supportive approach. The school will oversee facilitation, data submission, and compliance with CDE guidelines. At the same time, Think Together will assist with logistics and data tracking and provide space for structured sessions that foster engagement and academic success. Together, we aim to improve student attendance, strengthen academic outcomes, and ensure every student has the opportunity to thrive.

F. YPICS Chief Accountability Officer's Report: LACOE Williams Fall Reporting

Quarterly Report on Uniform Complaints 2025-2026 found zero complaints filed this quarter for all three YPI Charter Schools.

G. YPICS Chief Operations Officer's Report

Community Schools
Transportation As of our October 9th survey, YPICS is transporting 14 students to school in the morning and dropping off 17 students at the end of the day. 86% of students in the morning and 71% of students in the afternoon are due to immigration concerns.

Facilities
Bert Corona Charter High School

On July 9, BCCHS staff reported that staff and students were being bitten by bugs in the office and other classrooms to LAUSD Maintenance and Operations. On July 11, LAUSD confirmed the cause was a flea infestation. LAUSD initially stated it would need 4-8 weeks to remedy the infestation. After 15 weeks, BCCHS students and staff will be returning to OUR bungalows and office space. 9 raccoons have been removed from the campus and the abandoned house across the street. 2 more raccoons are still on the Maclay campus. Staff pack their supplies on Thursday and Friday. LAUSD Truck

Operations moved the boxes and tables to our rooms on Saturday. Students and staff returned to their rooms on October 27, 2025.

Bert Corona Charter School
As approved by the Board during the September meeting, the foundation for Bungalow A-1 is being repaired. The tile and subfloor have been removed. The foundation has been raised and the beams are being replaced.

Monseñor Oscar Romero Charter School

Staff is continuing to work with LAUSD to clarify the issues with the aforementioned facility-related repairs and bills. Staff met with the Area Complex Project Manager and we are escalating the conversation to the next level.
- $8,874.52 for a REG 4 Test, repair, retest, and certification (fire alarm system test).
- $53,326.57 for the repair and restart of an inverter (electrical equipment).

Budget and Human Resources
Reduction in Force: The drop in enrollment has forced YPICS to do a mid-year reduction in force. Staff who are being impacted have already been informed and are being supported with transitioning out of the organization. The reduction in force was not due to disciplinary actions. In total, 4 positions in the operations department are being reduced. One instructional position will be shared between the BCCS and BCCHS. The shared position will help meet the instructional needs of both schools and reduce the expenses at BCCHS.

See the full report in Board on Track.

H. YPICS Executive Director Report

I. BCCS, MORCS and BCCHS Sufficiency of Materials LACOE Review - Findings Sufficient

The Los Angeles County Office of Education (LACOE) acknowledges your Local Education Agency's administrators and school site staff for ensuring all students have access to instructional materials. An Instructional Materials review team from **LACOE visited Bert Corona Charter High School on August 21, 2025. This letter is to inform you that LACOE determined a sufficiency of instructional materials in each of the specified classes visited during the review.**

The Los Angeles County Office of Education (LACOE) acknowledges your Local Education Agency's administrators and school site staff for ensuring all students have access to instructional materials. An Instructional Materials review team from **LACOE visited Monsenor Oscar Romero Charter Middle School on September 16, 2025.**

This letter is to inform you that LACOE determined a sufficiency of instructional materials in each of the specified classes visited during the review.

The Los Angeles County Office of Education (LACOE) acknowledges your Local Education Agency's administrators and school site staff for ensuring all students have access to instructional materials. An Instructional Materials review team from **LACOE visited Bert Corona Charter on September 23, 2025. This letter is to inform you that LACOE determined a sufficiency of instructional materials in each of the specified classes visited** during the review.

IV. Consent Agenda Items

A. Background

B. Consent Items

M. Green made a motion to move the consent calendar.
D. Cho seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
M. Keipp	Abstain
C. Lopez	Absent
W. Njboke	Aye
S. Mendoza	Aye
M. Green	Aye
D. Cho	Aye

V. Items Scheduled For Action

A. FY25-26 YPICS September Financials

W. Njboke made a motion to approve the September 2025 financials and check registers as submitted.
M. Green seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
W. Njboke	Aye
D. Cho	Aye
S. Mendoza	Aye
M. Keipp	Abstain
M. Green	Aye
C. Lopez	Absent

VI. Announcements

A. Next Board Meeting

The next regular board meeting will be December 8, 2025.

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 7:07 PM.

Respectfully Submitted,
Y. Zubia