MINUTES

OFL-BALDWIN PARK, INC.
A California Nonprofit Public Benefit Corporation

BOARD OF DIRECTORS
REGULAR MEETING

January 31, 2025

Zoom Meeting Dial-In: 1-669-900-6833
Zoom Meeting ID: 863 9898 5963

Meeting Location:	12731 Ramona Boulevard, #201, Irwindale, CA 91706
Teleconference Location:	10600 Pinyon Avenue, Tujunga, CA 91042 1050 N. Mills Avenue, Claremont, CA 91711

A regular meeting of the Board of Directors ("Board") of OFL-Baldwin Park, Inc., a California nonprofit public benefit corporation ("OFL-BP" or the "School") was held on January 31, 2025 at the meeting location and by teleconference according to the Agenda posted in accordance with the Ralph M. Brown Act and distributed to the Directors in compliance with the corporation's Bylaws. Members of the public were provided the opportunity to observe the meeting and offer public comment using the dial-in information provided on the Agenda.

OPEN SESSION

1. Call to Order

The meeting was called to order at 3:05 P.M (PT) by Ms. Jocelyn Finn, President of OFL-BP.

2. Welcome and Roll Call

The following Directors, constituting a quorum of the Board, were present:

Ms. Jocelyn Finn, President and Board Member
Ms. Kaitlin Breen, Board Member

The following Directors, were absent:

Ms. Harprit Chohan, Board Member

The following individuals identified themselves as being present:

Candice Varner, Director of Schools, OFL-BP
Brianna Marchand, Assistant Principal of Instructional Operations, OFL-BP
Kathryn Erpenbeck, Lead Teacher for OFL-BP
Jenny Jedlinsky, Senior Director of Governance and Strategy, 9 Dot Education Solutions, LLC ("9 Dot")
Alex Salazar, Divisional Controller, 9 Dot
Arlene Reyes, Board Relations Coordinator, 9 Dot

Yoyo Yang, Manager, Cliffton Larson Allen LLP ("CLA")
Greg Bordo, Legal Counsel for OFL-BP, Blank Rome LLP

3. Public Comment

Ms. Finn stated members of the public may address the Board at regular meetings on agenda or non-agenda items that are within the subject matter jurisdiction of the Board, and at special meetings on agenda items only, by using the call-in information set forth above. Speakers may be called in the order that requests are received, or grouped by subject area. Members of the public were asked to limit comments to two (2) minutes 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 School staff or calendar the issue for future discussion.

There were no comments made by members of the public.

4. Items for Information and/or Action

A. <u>Consent Agenda</u>

All items listed under Consent Agenda are considered by the Board to be routine and consistent with approved policies and practices of the Charter School. The Board was asked to approve all of the Consent Agenda items by a single vote unless requested by a Board member to be discussed and considered for action separately.

A.1 OFL-BP Minutes of November 18, 2024

The Board received in their meeting materials minutes of the November 18, 2024 Board meeting for the Board's review and approval.

A.2 OFL-BP Health Insurance for Fiscal Year 2025-2026

The Board was provided in their meeting materials with the OFL-BP Health Insurance for Fiscal Year 2025-2026. The Board was asked to review and consider approval of the OFL-BP Health Insurance for Fiscal Year 2025-2026 to participate in the 9 Dot GIA Trust for the plan year. The contract term is from March 1, 2025 through February 28, 2026. The fiscal impact is a $92,684 annual increase for medical benefit premiums and $0 for Guardian plan benefit premiums in the 2025-2026 plan year. The Anthem renewal received a 7% increase. The Kaiser renewal received a 22% increase. The Guardian renewal did not receives an increase. Some highlights included the recommendation to stay with Anthem and Kaiser programs, a 14.59% average medical increase, and no plan changes to core medical plans. Additionally, there was not an increase in dental or vision coverage. The Superintendent recommended the approval of this item. The proposed motion was to approve the OFL-BP Health Insurance for Fiscal Year 2025-2026.

Ms. Breen moved to approve the consent agenda. Ms. Finn seconded. The motion passed unanimously by roll call vote.

B. <u>Information Item(s)</u>

B.1 OFL-BP Charter Update

Ms. Erpenback presented the OFL-BP Charter Update. Total enrollment at the Ramona center was one hundred and eighty-three (183) students, including forty-three (43) Special Education students, eighteen

(18) English Learner ("EL") students, and nine (9) foster youth. The students were in the midst of the 2nd trimester of their core classes in Math, English, and Science, and completed the 2nd administration of the STAR Renaissance Reading and Math Assessments ("RenStar") Exam. In November, students gained a deeper appreciation of art on a field trip to the Museum of Contemporary Art, where students got a chance to see an exhibit on climate change and a short film on the effects of climate change. Afterwards, the students spent the afternoon in downtown Los Angeles, where they ate lunch at the Grand Central Market and took a ride on the famous Angel's Flight. During College Week, Rio Hondo hosted a Questions and Answers ("Q&A") session, where students had the opportunity to learn more about the local community college.

For student and community engagement, the School hosted a Fall Family Engagement Event in November, which had a large turnout. Parents had the opportunity to engage with teachers and staff, and received updates regarding all programs offered. This was a chance for parents and students to see where they stood academically and if students were on track to graduate. The University of California San Diego and Mt. San Antonio College also hosted Q&A booths. During the holiday season, students were given several opportunities to give back to the community. For Thanksgiving, students and staff donated boxes of canned food items to Shepherd's Pantry, who then distributed them to families in need across the San Gabriel Valley. Closer to Christmas, the School partnered with a local Marine Corps office and collected toys for "Toys for Tots". The School dropped off four boxes of toys to the Marines, who donated them to families across Los Angeles County. Lastly, the School hosted a Senior Breakfast to celebrate its Winter graduates. Graduates and their families were treated to a special breakfast at the center where they also received their cap and gown. They also took pictures and decorated a ceiling tile to leave as a memento for the center.

Ms. Finn asked Ms. Erpenback what month students learned about climate, to which Ms. Erpenback stated November. Ms. Finn asked if students had related the fires to climate change, to which Ms. Erpenback indicated that the students were aware of the fires happening with the communities. Ms. Finn also asked how the hot breakfast was served at the Senior Breakfast, to which Ms. Erpenback stated they had it catered and had chafing dishes set up so families and student could serve themselves in buffet style.

Ms. Marchand presented on the Online Program ("OP") for OFL-BP. The Online Program hosted parents, guardians, and students at the Parent Night event, which provided valuable insight and resources to support student achievement. Attendees explored strategies for completing six (6) or more units monthly, learned about the comprehensive support services, and received practical tips for academic success. For the OP Student Bash, students were invited to attend the end-of-semester party, which provided a chance to connect with peers, staff, and student group facilitators. Facilitators hosted activity stations and shared information about the various student groups available in OP. Students explored new opportunities, played games, and enjoyed a fun, engaging environment. The event featured pizza and dessert from a funnel cake and churro truck.

Ms. Finn asked what the percentage of attending people was, to which Ms. Marchand responded that it was a greater turnout than expected seeing as this was their first time planning an event like this. Ms. Marchand indicated that they received great student feedback and they provided students with about five different bus pick up location options, which were all filled up by students. Ms. Marchand also stated that they met with the student advisory committee to receive input to continue providing students with opportunities like this due to the fact that the OP makes it difficult for students to connect with each other. Ms. Finn expressed her excitement for this outcome.

In December, the OP held a field trip to the Jet Propulsion Laboratory ("JPL") facilities to learn more about NASA and careers in Science, Technology, Engineering, and Mathematics ("STEM"). Students visited the Von Carmen Visitor Center, the Space Flight Observations Facility, and the Spacecraft Assembly Facility. Ms. Marchand noted that the students enjoyed the trip. In late December, the OP staff came together to participate in the annual Adopt-a-Family initiative. The adopted family faced significant challenges including periods of housing instability, but they remain deeply committed to education. This initiative aimed to provide the family with a joyful and supportive holiday season and staff members were invited to contribute to this effort by voluntarily signing up to donate items for the family. The family included a mother, father, and two children, and were able to receive items from their wish list.

Ms. Finn asked how the family was chosen to be adopted, to which Ms. Marchand indicated it was chosen by the Family Liaison and Social Worker due to confidentiality.

For academic progress, Ms. Marchand explained that their credit attainment at the time was 57.3%. For core course completion, the students were above the required credit attainment for the semester, which is five (5) credits by the end of the semester. Students are at 6.7 for English, 6.4 for Math, 7.6 for Science, and 6 for Social Science. For enrollment, there were ninety-one (91) students, twenty-four (24) Special Education ("SPED") students, and twelve (12) English Learners.

Ms. Finn asked about Mr. Bryce Egardo, to which Ms. Marchand responded that he was on parental leave. Ms. Finn asked Ms. Marchand to congratulate him.

B.2 OFL-BP Mid-Year Local Control and Accountability Plan ("LCAP") Update for Fiscal Year 2024-2025

Ms. Marchand presented the OFL-BP Mid-Year Local Control and Accountability Plan ("LCAP") Update for Fiscal Year 2024-2025. This update included mid-year outcome data which provided insight into the metrics identified in the 2024-2025 LCAP, and mid-year expenditure and implementation data which detailed the expenditures and progress in implementing actions as outlined within the 2024-2025 LCAP. Education Code Section 47606.5(e) specifies that charter schools must present a mid-year update of the LCAP and Local Control Funding Formula ("LCFF") Budget Overview for parents at a regularly scheduled meeting of the Governing Board by February 28th of each year. This report included all available outcome data related to the metrics and all available data on expenditures and implementation status for actions identified in the LCAP.

Ms. Marchand noted that for goal one, the Learning Gap Closure Acceleration action through the Learning Recovery Emergency Block Grant ("LREBG"), reflected $0 spent, but this was incorrect because there were expenses made toward that goal that would show up in the next report. Ms. Marchand asked the Board if there were any questions, to which there were none.

B.3 OFL-BP Learning Recovery Emergency Block Grant ("LREBG") Interim Expenditure Report

Ms. Marchand presented the OFL-BP Learning Recovery Emergency Block Grant ("LREBG") Interim Expenditure Report. The report outlined the interim expenditures of the LREBG, which was established to support long-term recovery from the COVID-19 pandemic by addressing student learning, mental health, and overall well-being. The grant funds were allocated from Fiscal Year 2022-2023 through Fiscal Year 2027-2028. This report was required even if no expenditures were made during the reporting period. The total allocation for this report was $4,216,964 with a spend-by date of June 30, 2028.

Ms. Finn asked if this was a state grant to which Ms. Marchand responded with yes, and indicated that the School wanted to focus on the grants available to the School after the Extended Learning Opportunity Grant ended.

Ms. Finn asked if the current political state of affairs with the education system would affect the grants the School received, to which Ms. Marchand stated she had not received updates on any pausing of the grants.

Ms. Varner explained that they were communicating with the executive director from the Special Education Local Plan Area ("SELPA"), Scott Turner, who shared that the temporary pause on grants did not impact Title I, Individuals with Disabilities Education Act ("IDEA") or other formula grants. Thus, the School would not be impacted. Ms. Finn thanked Ms. Varner.

B.4 OFL-BP Financial Update

Mr. Salazar presented the OFL-BP Financial Update. The OFL-BP Financial Update is based on the October 2024 close and included the Senate Bill 740 ("SB740") report, the detailed income statement, the variance analysis, the balance sheet, and the cash forecast. On the SB740 report, the projected Second Principal Apportionment ("P2") Average Daily Attendance ("ADA") rate was 372.56. Based on the ADA projection, the total revenue was $7,333,736. Certificated Salaries and Benefits were $4,185,678 or 57.07% of revenue. Instruction and Related Services, including Certificated Salaries and Benefits, were $7,231,062 or 98.60% of revenue. For the non-instructional expenses, Operations and Facilities was $368,288 and Administration and All Other Activities was $420,364. The Deficit, before the spending benchmarks were considered, was $685,978 or -9.35%. The School met and exceeded its spending benchmark for Certificated Salaries and Benefits by $1,233,849. The School met and exceeded its spending benchmark for total Instructional Related Services by $1,386,944. The excess revenue remains the same at $685,978 or -9.35%.

Ms. Finn asked Mr. Salazar if the discrepancy in the budgeted and projected ADA was due to the School expecting more students, to which Mr. Salazar confirmed yes. Ms. Varner added that the School and team monitor projections closely to understand how to convert student outreach into enrollments. She also noted that the point is not to bring in new and more students but to have the same students return. Ms. Finn stated how difficult it must be to project the ADA to which Ms. Varner responded that it is but the team would be meeting to look at historical data and to study those trends to consider what impacts enrollment. Ms. Finn also inquired if the recent immigration deportations had impacted enrollment which Ms. Varner responded that she had not seen that happen but there were great resources being provided to ensure students and families felt safe at the School.

Mr. Salazar reviewed the income statement, which is a line by line, month by month report of details that roll up into the SB740 report. Mr. Salazar proceeded to review the Income Statement Variance Analysis, which showed the 1% threshold of year-to-date expenses and line items that were over or under budget, including comments on the variance. The threshold shown in the Variance Analysis was $32,912. The budget was re-forecasted due to Certificated Salaries and Non-Certificated Salaries and staffing changes being underbudgeted. For Other Employee Related costs¸ the item was overbudgeted but was re-forecasted as well. For the Curriculum, the budget was based on prior year actuals from the Bright Thinker curriculum, resulting in savings for the School.

Mr. Salazar proceeded to review the balance sheet, which was a snapshot of the School's assets and liabilities, as of October 2024. Total Assets were $23,156,463; Total Liabilities were $12,044,183; and Total Net Assets were $11,112,280. Mr. Salazar proceeded to review the cash forecast. As of October 30, 2024, OFL-BP had $4,455,532 cash in bank. OFL-BP was forecasted to have $3,497,620 cash in bank as of the June 30, 2025 close. Mr. Salazar noted that the School had received grants but that those would be safe from the federal grants freeze mandate. Mr. Salazar asked the Board if there were any questions to which there were none.

B.5 OFL-BP First Interim Report

Mr. Salazar presented the OFL-BP First Interim Report. According to the California Department of Education ("CDE") Interim Status page, which outlines the status of certifications of Interim Financial Reports for school districts and county offices of education, Local Educational Agencies ("LEAs") are required to file two reports during a fiscal year (interim reports) on the status of the LEA's financial health. The first interim report is due December 15 for the period ending October 31. The second interim report is due March 17 for the period ending January 31. County superintendents are to report to the Superintendent of Public Instruction and the State Controller the certification for all districts in their county within 75 days after the close of the reporting period. The interim reports must include a certification of whether or not the LEA is able to meet its financial obligations. The certifications are classified as positive, qualified, or negative. A positive certification is assigned when the district will meet its financial obligations for the current and two subsequent fiscal years. A qualified certification is assigned when the district may not meet its financial obligations for the current or two subsequent fiscal years. A negative certification is assigned when a district will be unable to meet its financial obligations for the remainder of the current year or for the subsequent fiscal year. In addition, the Superintendent of Public Instruction may reclassify the certification of any county office of education or reclassify a certification based on an appeal of a school district in accordance with the above standards. As part of OFL-BP Fiscal Policies and Procedures, as previously approved by the Board of Directors, the First Interim Report is included in the Reporting Requirements in Section 2, Accounting Procedures. Accounting procedures conform to Generally Accepted Accounting Principles ("GAAP") to ensure accuracy of information and compliance with external standards.

Mr. Salazar reviewed the items which were included in the First Interim Report, such as the Principal's certification, where Principal Richard Moreno certified that the School had a positive cash balance, met its obligations, and was fiscally sound. Mr. Salazar reviewed the restricted and unrestricted Multi-Year Projections ("MYP"). Mr. Salazar reviewed the Summary of Debt, confirming that the School had no debt, followed by the Summary MYP. He noted that the First Interim Report mirrored closely to the financial update. The last document Mr. Salazar reviewed was the Cash Flow which outlined the cash receipts by the revenue stream as well as the various expenditures. Mr. Salazar asked the Board if there were any questions, to which there were none.

C. <u>Action Item(s)</u>

C.1 OFL-BP Audited Financials for Fiscal Year 2023-2024

Ms. Yang presented the OFL-BP Audited Financials for Fiscal Year 2023-2024. The Board was asked to review and consider approval of the OFL-BP Audited Financials for Fiscal Year 2023-2024. Ms. Yang stated the report was submitted December 12, 2024, before the CDE's deadline. Ms. Finn asked how long it takes for the CDE to respond to which Ms. Yoyo responded that it depends, but the process is always getting done quicker.

Ms. Yang reported the audit was clean and there were no audit adjustments. Ms. Yang noted that the School adopted the Financial Accounting Standards Board Accounting Standards Update No. 2016-13, *Financial Instruments – Credit Losses: Measurement of Credit Losses on Financial Instruments.* She explained that this applied to the School because of the notes receivable between OFL-BP and Options For Youth-Duarte, Inc. The idea was to consider that the notes receivable may be uncollectible and how that can result in a loss in amount in the future. Since this was the first time the School entered in this type of agreement, there was no historical data to rely on and no allowance was accrued. Ms. Yang recommended the School review the terms for these agreements to be aware of its financial position. Ms. Finn thanked Ms. Yang for the well said explanation.

Ms. Yang reviewed the uncorrected misstatements, which was a past adjustment meaning that the misstatement was not material to make as an audit adjustment. She noted this was not something to worry about. Ms. Yang reviewed the upcoming accounting standards in which she stated that the School is required to have a written agreement for any lease to determine the lease accounting treatment. For upcoming compliance, Ms. Yang explained that new testing and disclosures would be required. Some of this would include interviewing students and parents to inquire if incentives were being offered to encourage enrollment. Additional information may be required in relations to the School's network including shared employees which would be disclosed in the audit report. Ms. Yang explained that the compliance side of the audit report expands every year.

Ms. Yang also informed the Board that on the CLA website, they could find more information about federal grants and funding freezes.

Ms. Yang stated that there were no findings and that the audit was clean. Ms. Finn thanked the team for their amazing work and thanked Ms. Yang for the presentation.

Ms. Breen moved to approve the OFL-BP Audited Financials for Fiscal Year 2023-2024. Ms. Finn seconded. There was no further discussion. The motion passed unanimously by roll call vote.

At the request of the Board, C.7 OFL-BP Conflict of Interest Code was moved forward in the agenda.

C.7 OFL-BP Conflict of Interest Code

Mr. Bordo presented the OFL-BP Conflict of Interest Code. The Board was asked to review and consider approval of the OFL-BP Conflict of Interest Code. Best practice and applicable law provide for nonprofit organizations to have a Conflict of Interest Code. The Conflict of Interest is reviewed and updated from time to time to ensure it is consistent with current law and other factors. Over time, the governance structure of OFL-BP has changed and new positions such as Assistant Superintendent and Superintendent were added. The changes made to the Conflict of Interest Code reflect updates aligned with the current governance structure of OFL-BP. No other changes were made to the Conflict of Interest Code except a few grammatical updates. The notice would be posted for a 45-day period allowing for public comment.

Ms. Finn moved to approve the OFL-BP Conflict of Interest Code. Ms. Breen seconded. There was no further discussion from the Board. Motion passed unanimously by roll call vote.

C.2 OFL-BP School Accountability Report Card ("SARC") Report for Fiscal Year 2023-2024

Ms. Varner presented the OFL-BP School Accountability Report Card ("SARC") Report for Fiscal Year 2023-2024. The Board was asked to review and consider approval of the OFL-BP School Accountability Report Card ("SARC") Report for Fiscal Year 2023-2024. In accordance with Education Code Section 35256 and including the conditions listed in Education Code Section 33126, the School has developed, implemented and published the 2023-2024 SARC. The SARC report contains important information about the progress on the school achieving goals, quality of instructional materials, condition of school facilities, pupil achievement and local and state assessment, graduation rates, parent involvement and student engagement. By February 1st, every school in California is required by state law to publish the SARC report. The LCAP is consistent with the SARC report. There was no fiscal impact. Ms. Varner asked if there any questions from the Board, to which there were none.

Ms. Finn moved to approve the OFL-BP School Accountability Report Card ("SARC") Report for Fiscal Year 2023-2024. Ms. Breen seconded. The motion passed unanimously by roll call vote.

C.3 OFL-BP Accrediting Commission for Schools ("ACS") Western Association of Schools and Colleges ("WASC") Mid Cycle Progress Report for Fiscal Year 2023-2024

Ms. Varner presented on the OFL-BP Accrediting Commission for Schools ("ACS") Western Association of Schools and Colleges ("WASC") Mid Cycle Progress Report for Fiscal Year 2023-2024. The Board was asked to review and consider approval of the OFL-BP Accrediting Commission for Schools ("ACS") Western Association of Schools and Colleges ("WASC") Mid Cycle Progress Report for Fiscal Year 2023-2024. Per the ACS WASC Policy, schools that receive a six-year status must prepare a progress report before the end of the year of the mid-cycle of their accreditation cycle. The progress report was a concise compilation of all progress noted since the previous full self-study. This report contained the following information: Student/Community Profile Data, Significant Changes and Developments, Ongoing School Improvement, Progress on Critical Areas for Follow-up/Schoolwide Action Plan, and Schoolwide Action Plan Refinements. There was no fiscal impact. The Superintendent recommended the approval of this item. Ms. Varner asked if there were any questions from the Board, to which there were none.

Ms. Finn moved to approve the OFL-BP Accrediting Commission for Schools ("ACS") Western Association of Schools and Colleges ("WASC") Mid Cycle Progress Report for Fiscal Year 2023-2024. Ms. Breen seconded. The motion passed unanimously by roll call vote.

C.4 OFL-BP Credit Enrichment Compensation Program for Fiscal Year 2025-2026: All Staff, Assistant Principal, and Principal

Ms. Varner presented on the OFL-BP Credit Enrichment Compensation Program for Fiscal Year 2025-2026: All Staff, Assistant Principal, and Principal. The Board was asked to review and consider approval of the OFL-BP Credit Enrichment Compensation Program for Fiscal Year 2025-2026: All Staff, Assistant Principal, and Principal. To encourage continued employment and satisfy specific performance levels of employees, the School provided this plan for eligible employees to earn an incentive based on multiple criteria set forth in the plan. The plan details the credit metrics to be met by eligible employees in order to receive the Credit Enrichment compensation. The fiscal impact was as budgeted by the School. Maximum credit was noted in the plan details. The Superintendent recommended the approval of this item. Ms. Varner asked the Board if there were any questions, to which there were none.

Ms. Finn moved to approve the OFL-BP Credit Enrichment Compensation Program for Fiscal Year 2025-2026: All Staff, Assistant Principal, and Principal. Ms. Breen seconded. The motion passed unanimously by roll call vote.

C.5 OFL-BP Year-Round Incentive Compensation Program for 2025-2026: All Eligible Staff, Assistant Principal, Principal, Director of Schools, and Assistant Superintendent

Ms. Varner presented on the OFL-BP Year-Round Incentive Compensation Program for 2025-2026: All Eligible Staff, Assistant Principal, Principal, Director of Schools, and Assistant Superintendent. The Board was asked to review and consider approval of the OFL-BP Year-Round Incentive Compensation Program for 2025-2026: All Eligible Staff, Assistant Principal, Principal, Director of Schools, and Assistant Superintendent. The Board had adopted a discretionary School Year Incentive Program in order to recognize and reward exceptional performance, significant contributions, and substantial accomplishments by the staff during the applicable school year based on the School's goals and responsibilities. Ms. Varner noted that the leadership team gathered feedback from school leaders and staff about the current metrics. An incentive feedback group meeting was held to receive direct feedback from staff. All leaders were encouraged to include a variety of staff roles to allow different voices to be heard. A summary of the feedback received demonstrated that 88% of staff preferred tiered metrics over all-or-nothing thresholds, and 83% agreed that incentives should be paid out each semester rather than once at the end of the year. The School Spotlight section was added to the program allowing Principals to set unique goals for their team. Addressing these areas would help encourage and boost employee morale during the busy school year and before holiday breaks. The fiscal impact included the maximum incentives outlined in the plan.

The Superintendent recommended approval of this item.

Ms. Finn commented how nice it was to include input from all staff before the decisions were made. Ms. Breen commented what a great idea it was to include this before the holidays to provide staff with extra motivation. Ms. Varner stated she would relay the feedback to the team.

Ms. Finn moved to approve the OFL-BP Year-Round Incentive Compensation Program for 2025-2026: All Eligible Staff, Assistant Principal, Principal, Director of Schools, and Assistant Superintendent. Ms. Breen seconded. There was no further discussion from the Board. Motion passed unanimously by roll call vote.

C.6 OFL-BP Election of the Officer: Secretary and Treasurer

Ms. Jedlinsky presented the OFL-BP Election of Officer: Secretary and Treasurer. According to Article VI of OFL-BP's Bylaws, certain officer positions are required for the corporation, including Secretary and Treasurer. Any number of offices may be held by the same person except as otherwise outlined in OFL-BP's Bylaws. At the time of this meeting, there was a vacancy in the position of Secretary and Treasurer. Ms. Kaitlin Breen, Board member, indicated her willingness to serve as Secretary and Ms. Harprit Chohan, Board member, had indicated her willingness to serve as Treasurer. Ms. Jedlinksy asked the Board if there were any questions, to which there were none.

Ms. Finn moved to approve the appointment of Ms. Kaitlin Breen as Secretary and the appointment of Ms. Harprit Chohan as Treasurer of the Corporation. Ms. Breen seconded. There was no further discussion from the Board. The motion passed unanimously by roll call vote.

C.8 OFL-BP College and Career Access Pathways Partnership ("CCAP") Agreement between OFL-Baldwin Park, Inc. and Mt. San Antonio College

Ms. Erpenback presented on the OFL-BP College and Career Access Pathways Partnership ("CCAP") Agreement between OFL-Baldwin Park, Inc. and Mt. San Antonio College ("SAC"). The Board was asked to consider approval of the OFL-BP College and Career Access Pathways Partnership ("CCAP") Agreement between OFL-Baldwin Park, Inc. and Mt. San Antonio College. California's Dual Enrollment initiative allows high school students to take college courses while still in high school. This program was designed to help students get a head start on college and improve their chances of success. OFL-BP values the importance of successfully preparing its students for college and career. The contract terms include allowing the college utilization of OFL-BP's classrooms, SAC providing instructors for various courses, and allowing students to receive both high school and college credit for each course. In addition, the courses offered include Career Exploration and Planning, College Success Strategies, and University Practice for Academic Success. The agreement ends on June 30, 2025, the end of the fiscal year. The Superintendent recommended approval of this item. There was no fiscal impact.

Ms. Finn asked how the School was paying for this seeing as college courses cost money, to which Ms. Erpenbeck responded that this was under a grant that the local college received, allowing them to provide this service to the School.

Ms. Finn moved to approve and ratify the OFL-BP College and Career Access Pathways Partnership ("CCAP") Agreement between OFL-Baldwin Park, Inc. and Mt. San Antonio College. Ms. Breen seconded. There was no further discussion from the Board. The motion passed unanimously by roll call vote.

5. Adjournment

There were no additional comments or questions prior to adjournment.

Ms. Breen moved to adjourn. Ms. Finn seconded. The motion passed unanimously by roll call vote. The meeting was adjourned at 4:13 P.M. (PT).

Kaitlin Breen

Kaitlin Breen
Secretary, OFL-Baldwin Park, Inc.