MINUTES

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

BOARD OF DIRECTORS
REGULAR MEETING

March 23, 2026

Zoom Meeting Dial-In: 1-669-900-6833
Zoom Meeting ID: 849 2759 4863

Meeting Location: 12731 Ramona Boulevard, #201, Irwindale, CA 91706

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 March 23, 2026 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 10:31 A.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. Harprit Chohan, Treasurer and Board Member
Ms. Kaitlin Breen, Secretary and Board Member

The following individuals identified themselves as being present:

Ileana Kiriakos, Superintendent, OFL-BP
Charles Pak, Assistant Superintendent of Instruction, OFL-BP
Maricela Frymark, Senior Director of Policy and Compliance, OFL-BP
Richard Moreno, Director of Schools, OFL-BP
Bryce Egardo, Director of Online Programs ("OP"), OFL-BP
Megan Betry, Principal, OFL-BP
Jeff Moreno, Assistant Principal of Instructional Operations ("APIO"), OFL-BP
Evelyn Barrios, APIO of OP, OFL-BP
Kathryn Erpenbeck, Assistant Principal ("AP"), OFL-BP
Cristina Wilkinson, Chief HR Operations Officer, 9 Dot Education Solutions, LLC ("9 Dot")
Alex Salazar, Divisional Controller, 9 Dot
Levik Mansourian, Corporate Controller, 9 Dot

Susan Fischer, Corporate Compliance Specialist, 9 Dot
Nalani Santos, Corporate Compliance Coordinator, 9 Dot
Jennifer Robitaille, Executive Director, OFL-California, Inc.
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 fifteen (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. Consent Agenda

All items listed under Consent Agenda are considered by the Board to be routine and consistent with approved policies and practices of the 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 Minutes of January 26, 2026

The Board was provided in their meeting materials with the minutes of the January 26, 2026 Board meeting for the Board's review and approval

A.2 OFL-BP Consent Log Including Superintendent's Time Off Requests, Credit Card Consent Log, and Additional Duties Timecards

The Board was provided in their meeting materials with the OFL-BP Consent Log Including Superintendent's Time Off Requests, Credit Card Consent Log, and Additional Duties Timecards for the Board's review and approval and/or ratification.

A.3 OFL-BP Report of Charter Services Agreements for Fiscal Year 2025-2026

The Board was provided in their meeting materials with the OFL-BP Report of Charter Services Agreements for Fiscal Year 2025-2026. The Board was asked to review and consider the approval and/or ratification of the OFL-BP Report of Charter Services Agreements for Fiscal Year 2025-2026. The report was provided in accordance with the School's Fiscal Policies and Procedures, which outlines that the Board will receive a report of the School's service contracts approved pursuant to the Procurement Policy section. The Report of Charter Services Agreements included all service providers and associated expenses within the outlined approval thresholds and was organized alphabetically by service provider. There was no fiscal impact.

A.4 OFL-BP Uniform Complaint Policy and Procedures

The Board was provided in their meeting materials with the OFL-BP Uniform Complaint Policy and Procedures, which was revised in January 2026. The Board was asked to review and consider approval and/or ratification of the OFL-BP Uniform Complaint Policy and Procedures ("UCP") to align with new California Department of Education ("CDE") regulations and recommendations regarding the UCP scope. The revisions included: (i) updating the programs and activities section to include school or athletic team names, mascots, or nicknames pursuant to the Education Code; (ii) merging language stating that allegations of discrimination, harassment, intimidation, and/or bullying may be subject to the UCP; (iii) changing the designation of the "Responsible Employee" overseeing complaints and investigations from the School Principal to the Senior Director of School Policy; and (iv) outlining an optional Superintendent review and discretion to evaluate proposed decisions before a final written decision is issued. The UCP was developed in accordance with California Education Code Section 33315 and Title 5, California Code of Regulations, Sections 4600-4694. The fiscal impact was limited to policy transaction costs that may be absorbed in the School's operating budget. The Superintendent recommended the approval of this item. The proposed motion was to approve and ratify the Uniform Complaint Policy and Procedures, as revised in January 2026, and to grant the Superintendent or Designee the ability to update the policy to comply with any minor changes in CDE regulation and/or the Education Code.

Ms. Breen moved to approve the Consent Agenda. Ms. Chohan seconded. There was no further discussion from the Board.

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

B.1 OFL-BP Charter Update

Ms. Betry presented the OFL-BP Charter Update. The total enrollment at the end of February was one hundred twenty-eight (128) students, which included thirty-three (33) Special Education ("SPED") students, twelve (12) English Language Learner ("ELL") students, and eight (8) Foster/Homeless students. The School continued to offer Night School on select days to provide flexibility for students balancing other responsibilities; twenty-three (23) students attended the final session held before the spring break. Graduating seniors completed senior interviews to prepare for post-secondary employment. OFL-BP expanded course offerings including the development of a new American Sign Language ("ASL") course. The course will be asynchronous with an instructor who will provide one-on-one support in a virtual modality. Participation in state testing was strong, with thirty-five (35) ninth-grade students completing physical fitness testing. Small Group Instruction ("SGI") courses launched for the third trimester, which included a new Fundamentals of Math and English Language Arts ("ELA") course for eleventh-grade students to support performance on the California Assessment of Student Performance and Progress ("CAASPP"). The School's dual enrollment Evolution of Music course offered with Pathways College wrapped up with four (4) students completing the class. Recruitment started for OFL-BP's third dual enrollment course, United States ("US") History, with two (2) students signed up at the time of reporting. For student engagement, activities included Picture Day, senior yearbook quote submissions, and soccer season playoffs. The School also conducted Local Control and Accountability Plan ("LCAP") surveys to gather feedback from students, parents, and staff and held parent-teacher conferences and the Parent Advisory Committee ("PAC") meeting. Ms. Betry asked the Board if there were any questions.

Ms. Finn asked if the SGI Fundamentals of Math and ELA was a new course. Ms. Betry confirmed that it was a new course that was developed by teachers from an Options for Youth school and shared with OFL-BP.

Ms. Finn asked if the use of the CAASPP in place of college placement exams was a new system. Ms. Betry explained that the CAASPP has been used for at least the last ten (10) years.

Ms. Breen asked if the School provides additional test preparation for students not taking the Fundamentals of Math and ELA SGI course. Ms. Betry explained that OFL-BP does not focus on test preparation for the CAASPP, and the SGI course is instead a review of previously learned Math and ELA concepts for eleventh-grade students who might have forgotten them.

Ms. Finn asked about feedback from parent conferences or meetings. Ms. Erpenbeck noted a student expressed interest in a mental health survey, leading to further discussion on available School resources.

Mr. Egardo presented the OFL-BP Charter Update for the Online Program ("OP"). The OP served one hundred twenty-five (125) students, which included twenty-two (22) ELL students, twenty-six (26) SPED students, five (5) Foster Youth & Homeless students, and fifty-three (53) students in the Free and Reduced Meal Program ("FRMP"). The overall credit attainment rate was 50.1% and the average student progression rate was 90.6%. Core course completion was steady, with students averaging 7.8 units in English, 7.0 units in Foreign Language, 6.4 units in Math, and 6.6 units in Science. The School's Post-Secondary Counselors hosted financial aid workshops to provide guidance for students and families prior to the March 2, 2026 financial aid deadline. Engagement activities included a hands-on culinary field trip to Sauté Culinary Academy, where students learned to prepare authentic Hispanic dishes such as chicken empanadas, enchiladas, guacamole, and churro cookies. Additionally, the Panther Cubs virtual support group continued to provide a space for empowerment and practical guidance for expecting and parenting students. Mr. Egardo highlighted OP teacher Celeste who showed dedication to serving students and participated in a teacher panel at the Winter in-service. Mr. Egardo introduced Audrey Carter as the new OP Principal starting that week. Mr. Egardo asked the Board if there were any questions, to which there were none.

B.2 OFL-BP Charter Renewal Update

Mr. Richard Moreno presented the OFL-BP Charter Renewal Petition Update. The charter term was originally set to expire on June 30, 2026, but it was extended to June 30, 2027 due to the pandemic. Leadership planned to submit the renewal petition to the Baldwin Park Unified School District ("BPUSD") in the Summer or early Fall to give ample time for district review. Mr. Moreno noted that there were fifteen (15) elements to the petition. School Leadership worked closely with School leaders, legal counsel, Skyrocket and 9 Dot to ensure a strong and comprehensive petition. Mr. Moreno noted that one of the most significant areas of revision was the program review and achievement section where the School showcased the strengths of its program. The section was updated to reflect the new initiatives, expanded curriculum, and any additional offerings that were implemented since the last renewal, which was seven (7) years ago. Major updates included enhancement to the dual enrollment program, the Seal of Biliteracy, the expanded workforce and career pathways opportunities, curriculum updates, and continued development of the individualized learning plan that every student gets. The descriptions for grade levels the School serves along with programs for ELL and SPED students were also refined. The second draft will include updated performance data regarding the California Dashboard and progress towards LCAP goals. Mr. Moreno asked the Board if there were any questions.

Ms. Finn asked how the OFL-BP's performance data compared to BPUSD's data. Mr. Moreno explained that it depends on the metric, but noted growth in multiple areas such as the School moving to the blue zone (highest performance) for English on the California Dashboard.

Ms. Finn asked if BPUSD expressed any opinions on the School's performance or if there were specific things they wanted to see. Mr. Moreno shared that BPUSD's Superintendent and Board members recently visited the School and expressed that they were very impressed by the program.

Ms. Breen asked if he foresaw any potential obstacles in submitting the petition. Mr. Moreno noted that the intentional timeline provides ample time for legal review and collaborative discussions with the district to overcome any issues.

B.3 OFL-BP Student Handbook for Fiscal Year 2026-2027

Ms. Frymark presented the OFL-BP Student Handbook for Fiscal Year 2026-2027. Ms. Frymark noted that this version was a redlined draft preview of the OFL-BP Student Handbook with the final version to be presented in May. The student handbook is a primary resource provided annually to students, parents, and legal guardians that outlines rights, responsibilities, academic expectations, and the policies that guide daily School operations. It includes essential information regarding Student Conduct, School Safety, Health and Wellness, and other notifications to ensure alignment with California Education Code ("CEC") regulations and best practices for charter school operations. Key preliminary updates for the 2026-2027 school year included: (i) embedding the proposed 2026-2027 academic calendar; (ii) incorporating legal updates to the UCP, which was approved in the Consent Agenda; (iii) embedding updated discipline and search and seizure policies; (iv) adding annual dual enrollment notifications required by CEC; (v) including family safety planning information required by Assembly Bill ("AB") 495; (vi) adding the California College Guidance Initiative ("CCGI"); (vii) including a graduation adornment summary pursuant to AB 1369 regarding students' rights to wear cultural items at graduation; and, (viii) revising Family Educational Rights and Privacy Act ("FERPA") language to align with new immigration enforcement policies. Ms. Frymark asked the Board if there were any questions.

Ms. Finn asked for clarification regarding the new graduation adornment summary. Ms. Frymark explained that the School cannot censor items of religious or cultural significance, such as traditional tribal regalia, provided the items are safe and do not cause a substantial disruption to the ceremony.

B.4 OFL-BP Financial Update

Mr. Salazar presented the OFL-BP Financial Update. The update was based on the January 2026 close and included the Senate Bill 740 ("SB740") report, the 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 388.76. Based on this projection, total forecasted revenue was $8,231,959. Certificated Salaries and Benefits were $3,841,750, or 46.67% of revenue. Total Instruction and Related Services, including Certificated Salaries and Benefits, were $6,570,444, or 79.82% of revenue. For non-instructional expenses, Operations and Facilities was $540,291, and Administration and All Other Activities was $840,809. The School projected an excess revenue of $280,416, or an excess revenue percentage of 3.41%. The School exceeded its Certificated spending benchmark by $528,387 and exceeded its total Instructional spending benchmark by $7,293. Mr. Salazar asked the Board if there were any questions, to which there were none.

Mr. Salazar reviewed the income statement, which is a line-by-line, month-by-month report of details which included the School's actuals from July through January and the budget for February through June, rolled up into the SB 740 report. Total revenue remained at $8,231,959 while total payroll, including certificated and non-certificated salaries and benefits, was $4,435,115, or 53.88% of revenue. Total expenses were $7,951,543. Mr. Salazar reviewed the Variance Analysis report and indicated that the threshold of 1% of Year-to-Date ("YTD") expenses was $49,260. 1% is taken out of the year-to-date expenses as a threshold, and any variance that is favorable or unfavorable will be highlighted and explained. For Certificated Salaries and Wages, this line item was under budget by $94,047 due to Shared Employee Lease Agreement ("SELA") salary allocations to other charters. For Certificated Incentives, this line item was under budget by $96,789 due to Semester 1 incentives. For Non-Certificated Stipends, this line item was over budget by $51,009 due to unbudgeted Semester 1 stipends.

Mr. Salazar reviewed the balance sheet, which is a snapshot of the School's assets and liabilities from inception to date. As of January 31, 2026, OFL-BP had total assets of $20,549,329; total liabilities of $9,564,453; and total net assets of $10,984,876. Mr. Salazar proceeded to review the cash forecast, noting that as of January 31, 2026, the School had $1,551,469 cash in the bank. At the end of the current fiscal year on June 30, 2026, the School was projected to have $2,033,265 cash in the bank and $3,611,820 cash in bank as of December 31, 2026. Mr. Salazar shared that the note receivable from Options For Youth-Duarte, Inc. ("OFY-D") as of January 31, 2026, was $13,908,352. 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 Second Interim Report

Mr. Salazar presented the OFL-BP Second Interim Report. The Board was asked to review and consider approval of the OFL-BP Second Interim Report. According to the CDE's Interim Status page, Local Educational Agencies ("LEAs") are required to file two (2) reports during a fiscal year (interim reports) on the status of the LEA's financial health. The first interim report was due December 15 for the period ending October 31, and 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 seventy-five (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. Certifications are classified as positive, assigned when the LEA will meet its financial obligations for the current and two (2) subsequent fiscal years; qualified, when the LEA may not meet its obligations; or negative, when an LEA will be unable to meet its obligations for the remainder of the current or subsequent fiscal year. As part of the School's Fiscal Policies and Procedures, the Second Interim Report is included in the Reporting Requirements, and accounting procedures conform to Generally Accepted Accounting Principles ("GAAP").

Mr. Salazar reviewed items included in the Second Interim Report, such as the certification page certified and approved by Principal Megan Betry on March 5, 2026; original and adopted budgets; actuals to date; unrestricted and restricted funds; a summary of total expenditures; a summary of the School's fund balance; and a multi-year projection. For the 2025-2026 fiscal year, the School reported a excess of $280,415, with a projected ending fund balance of $8,941,093. Mr. Salazar noted that the information was presented to the BPUSD Board of Education on March 10, 2026. Mr. Salazar asked the Board if there were any questions, to which there were none.

Ms. Finn moved to approve the OFL-BP Second Interim Report. Ms. Breen seconded. There was no further discussion from the Board. The motion passed unanimously by roll call vote.

C.2 OFL-BP Academic Calendar for Fiscal Year 2026-2027

Ms. Frymark presented the OFL-BP Academic Calendar for Fiscal Year 2026-2027. The Board was asked to review and consider approval of the OFL-BP Academic Calendar for Fiscal Year 2026-2027. The purpose of the calendars is to assist School leaders in planning instructional operations, reporting, School holidays, events, and other related School functions. The holiday calendar dates draw from multiple sources, including the School's Charter Petition, which states that OFL-BP shall be in session at least two hundred forty (240) instructional days between July 1st and June 30th of each school year. The calendars apply to all employees, with different provisions applying to exempt and non-exempt status as outlined in the calendar. Ms. Frymark noted that the calendars included specific provisions for exempt and non-exempt employees and incorporate "floating weeks," during which some staff members are off while the School remains open to provide services to students and the community. There was no anticipated fiscal impact, and the Superintendent recommended approval. Ms. Frymark asked the Board if there were any questions, to which there were none.

Ms. Finn moved to approve the OFL-BP Academic Calendar for Fiscal Year 2026-2027. Ms. Breen seconded. There was no further discussion from the Board. The motion passed unanimously by roll call vote.

C.3 OFL-BP Response to Immigration Enforcement Policy and Procedures

Ms. Frymark presented the OFL-BP Response to Immigration Enforcement Policy and Procedures. The Board was asked to review and consider approval of the OFL-BP Response to Immigration Enforcement Policy and Procedures. This policy establishes comprehensive protocols for the School's response to immigration enforcement activities affecting students, families, and employees. It affirms the School's commitment to maintaining a safe, inclusive, and disruption-free learning environment while ensuring compliance with CEC Section 234.7 regarding protections at school sites, CEC Section 49061(c) regarding directory information limitations, Family Code Sections 6550 through 6552 concerning the Caregiver's Authorization Affidavit, Civil Code Section 1798.3(a) regarding personal information protections, and FERPA.

Ms. Frymark noted that the policy detailed the action steps staff must take when receiving an information request or responding to an officer on campus. Key elements of the policy included: (i) prohibiting the collection of citizenship or immigration status unless required by state or federal law; (ii) prohibiting the use of school data to create registries based on race, ethnicity, religion, or immigration status; (iii) requiring a valid judicial warrant, subpoena, or court order before releasing personally identifiable student information to enforcement authorities; (iv) establishing protocols for campus access that require all visitors, including enforcement officers, to check in with School staff; and (v) providing immediate parental notification if enforcement officers request or gain access to a student.

Ms. Frymark noted that the policy requires annual staff and student training on bullying prevention related to national origin and requires the posting of the Attorney General's "Know Your Educational Rights" guidance in all required languages. She explained that School leadership and legal counsel must review any warrants or subpoenas before a response is provided. The fiscal impact included costs associated with incorporating a new Caregiver's Authorization Affidavit into the Student Information System ("SIS"), which will be absorbed into the School's operating budget. The Superintendent recommended the approval of this item. Ms. Frymark asked the Board if there were any questions.

Ms. Finn asked if any applicable sections of the CEC conflicted with federal laws. Ms. Frymark explained that the policy considers both California state laws and federal laws and that none conflict.

Ms. Jocelyn Finn asked if School parking lots were considered non-public areas under this policy. Ms. Frymark clarified that while the written policy identifies fenced-in or authorized parking lots as non-public, the School's specific location utilizes a shared parking lot with other businesses; therefore, those areas are considered public and are not protected from entry by enforcement officers.

Ms. Finn asked if there had been any immigration enforcement activity in the School's parking lot. Ms. Betry affirmed that there had been no activity within the School's parking lot but there had been in the surrounding areas. Ms. Finn asked if School Leadership thought that this activity could have affected the decrease in enrollment. Ms. Erpenbeck noted that while enrollment was not affected by immigration enforcement activity, the June and July attendance rates had been affected.

Ms. Finn moved to approve the OFL-BP Response to Immigration Enforcement Policy and Procedures to ensure compliance with California law and to formally adopt uniform procedures herein protecting student privacy, school safety, and continuity of instruction, and to grant the Superintendent (or Designee) the authority to make modifications to the policy and/or procedures to align with legislative changes. Ms. Breen seconded. There was no further discussion from the Board. The motion passed unanimously by roll call vote.

5. Adjournment

Ms. Finn indicated that the next regularly scheduled Board meeting will be on May 18, 2026, at 10:30 A.M. (PT). There were no additional comments or questions prior to adjournment.

Ms. Breen moved to adjourn. Ms. Chohan seconded. The motion passed unanimously by roll call vote. The meeting was adjourned at 11:29 A.M. (PT).

Kaitlin Breen

Ms. Kaitlin Breen
Secretary, OFL-Baldwin Park, Inc.