

Board of Directors

**Southern California Flex Academy**

**REGULAR BOARD MEETING AGENDA**

Wednesday, October 11, 2023, 2:00 PM

**Meeting Location:** 2335 W Foothill Blvd. Upland, Ca. 91786

Individuals wishing to speak at the board meeting during the public comment period may do so at the designated time, in-person at the location(s) above, or by directing advance written comments to the Chief Executive Officer, Michelle Romaine, at [mromaine@scfa.org](mailto:mromaine@scfa.org).

**MEETING AGENDA & RELATED MATERIALS**

For more information concerning this agenda or for materials relating to this meeting, please contact the Chief Executive Officer, Michelle Romaine, at [mromaine@scfa.org](mailto:mromaine@scfa.org). Any public records relating to an agenda item for an open session of the Board shall be available for inspection at 2335 W. Foothill Blvd., Upland, CA 91786.

**THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE**

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

**REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY**

The Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

**REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY**

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting may request assistance by contacting the Chief Executive Officer, Michelle Romaine, at [mromaine@scfa.org](mailto:mromaine@scfa.org).

**I. Opening Items**

**A. Meeting Called to Order**

**B. Welcome and Roll Call**

**C. Adoption of Agenda**

**D. Approval of Minutes**

9/8/23 Regular Board Meeting Minutes

**E. Public Comment**

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. At the designated time for public comment, speakers line up at the designated podium at the meeting locations(s), use Speakers on items not on the agenda for action will be heard at the conclusion of the public input period. Each speaker is allowed a maximum of two minutes for his or her comments. Accommodations are made for translation and for those needing assistance. Each speaker may only make a single appearance at each Board Meeting. Exceptions are made for items labeled “Public Hearing”.

**F. Administrative Reports**

Michelle Romaine, Chief Executive Officer

**II. Action Items**

**A. Education Protection Act**

The Board will consider approval of the allocation and use of the EPA funds under Article XIII, Section 36 of the California Constitution. School districts, county office of education, and community college districts (LEAs) are required to post an accounting of funds received from the Education Protection Account (EPA) and how those funds are expended on their district web sites.

Website link: <https://scfa.org/wp-content/uploads/2023/10/SCFA-FY23-24-EPA-Resolution.pdf>

**B. School Name update on the 23-24 School Calendar**

The board will approve the school’s name update on the 23-24 calendar.

**C. Resolution Approving Retention Bonuses**

The Board will consider approval of the resolution for staff retention bonuses.

**D. Review of Comparable Compensation Data for Charter School CEOs/Executive Directors**

The board will review and consider the comparable compensation for Charter School CEOs/Executive Directors.

**E. Closed Session**

Public employment

Title: Chief Executive Officer

**F. Oral Report of executive compensation paid to Chief Executive Officer**

The board will consider approval or the oral report of the executive compensation.

**G. Approval of Employment Agreement for the Chief Executive Officer**

The board will consider approval of the employment agreement for the Chief Executive Officer.

#### **H. Certificated Employee Contracts**

The Board will consider ratifying the following employee contracts: 23240045, 23240046, 23240047 (one Office and Human Resources Assistant, one returning Student Success Coach, one HR/Payroll Manager)

#### **I. Closing Items**

- a. Board Member Comments**
- b. Motion for Adjournment**

2023-24 Education Protection Account (EPA)

Southern California Flex Academy

RESOLUTION OF THE GOVERNING BOARD OF

Southern California Flex Academy

BE IT RESOLVED that the Education Protection Account funds to be received by Southern California Flex Academy for FY2023-2024 in the amount of approximately \$139,465.25 will be used solely for instructional, non-administrative expenses.

ADOPTED at a meeting of the Governing Board of Southern California Flex Academy.

Dated October 11, 2023.

Rina Fernandez

Board Chair

Fiscal Year 2023-24

Projected Expenditures through: June 30, 2024  
For Southern California Flex Academy, Object 8012 Education Protection Account

Description	Object Codes	Amount
<b>AMOUNT AVAILABLE FOR THIS FISCAL YEAR</b>		
Revenue Limit Sources - EPA Payment	8012	139,465.25
<b>TOTAL AVAILABLE</b>		<b>139,465.25</b>
<b>EXPENDITURES AND OTHER FINANCING USES</b>		
<b>(Objects 1000-7999)</b>	<b>SACS Object</b>	
Instruction	1100	139,465.25
<b>Instruction-Related Services</b>		
Instructional Library, Media, and Technology	1200, 2200, 2900	0.00
Other Instructional Resources (Including Parent Participation)	2900	0.00
<b>Pupil Services</b>		
Guidance and Counseling Services	1200	0.00
Psychological Services	1200	0.00
Attendance and Social Work Services	2900	0.00
Health Services	1200, 2200	0.00
Speech Pathology and Audiology Services	1100	0.00
Pupil Testing Services	1100, 1900, 2100	0.00
Pupil Transportation	2200	0.00
Food Services	2200, 2900	0.00
Other Pupil Services		0.00
Ancillary Services		0.00
Community Services		0.00
Plant Services	2200	0.00
Benefits	3000-3999	0.00
Other Outgo		0.00
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>		<b>139,465.25</b>
<b>BALANCE (Total Available minus Total Expenditures and Other Financing Uses)</b>		<b>0.00</b>

# Southern California Flex Academy 2023-2024

July 2023						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2023						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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17	28	29	30	31		

September 2023						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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October 2023						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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November 2023						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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December 2023						
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31						

January 2024						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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28	29	30	31			

February 2024						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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25	26	27	28	29		

March 2024						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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31						

April 2024						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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28	29	30				

May 2024						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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26	27	28	29	30	31	

June 2024						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- First Day & Last Day of School
- Holiday (no school)
- Teacher Work Day (no students)
- Semester end/semester start
- Parent Teacher Conferences

<b>2023-2024</b>	
<b>Independence Day</b>	July 4th, 2023
<b>First Day of School</b>	August 9th
<b>Labor Day</b>	September 4th, 2023
<b>Veterans Day (observed)</b>	November 11th, 2023 (observed 10th)
<b>Thanksgiving Break</b>	November 20th - 24th 2023
<b>Winter Break</b>	December 21st 2023 - January 8th, 2024
<b>Martin Luther King's Day</b>	January 15th, 2024
<b>President's Day</b>	February 19th, 2024
<b>Spring Break</b>	March 25th - 29th 2024
<b>CAASPP Testing (state testing)</b>	TBD - Spring 2024
<b>Memorial Day</b>	May 27th, 2024
<b>Last Day of School</b>	May 24th 2024
<b>Juneteenth</b>	June 19th, 2024

**Southern California Flex Academy Board of Directors**

**Resolution #232401**

**One-Time Employee Retention Bonus**

WHEREAS, Southern California Flex Academy (“SCFA”) manages, operates and directs the operations of a non-classroom based charter school in California; and

WHEREAS, the SCFA Board of Directors desires to approve the one-time retention bonus paid on May 30, 2023 to all then current employees and

WHEREAS, the approximate amount of \$80,000.00 is to be utilized for this purpose.

NOW THEREFORE BE IT RESOLVED THAT, the Board of Directors of SCFA directs the Executive Director to disperse a one-time stipend to all current SCFA employees as follows:

\$2,000 shall be paid to each current employee on May 30, 2023.

PASSED AND ADOPTED by the Board of Directors of Southern California Flex Academy on this 11, day of October 2023.

AYES:

NOES:

ABSTAIN:

ABSENT:

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Lynn Wirt, Treasurer  
Southern California Flex Academy