

Board of Directors

**Southern California Flex Academy**

**MINUTES of the SPECIAL BOARD MEETING AGENDA**

Thursday, August 1, 2024, 2:00 PM

**Meeting Location:** 555 W Foothill Blvd. Claremont, Ca. 91711

**Teleconference Location:** Turlock Public Library 550 N Minaret Ave. Turlock, CA 95380

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 2:04 PM**

**B. Welcome and Roll Call**

The Board recognized the resignation of Board Chair, Rina Fernandez.

**C. Adoption of Agenda**

**Adopted:** 3 yays (Lee, Van Epps, Wirt); 0 nays; 0 abstentions

**D. Approval of Minutes**

6/12/24 Regular Board Meeting Minutes

**Adopted:** 3 yays (Lee, Van Epps, Wirt); 0 nays; 0 abstentions

**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”.

**II. Action Items**

**A. May Financials**

The Board will consider approval of the financials from May 2024.

**Adopted:** 3 yays (Lee, Van Epps, Wirt); 0 nays; 0 abstentions

**B. 24-25 SCFA Independent Study Policy**

The Board will consider and approve the 24-25 Independent Study Policy.

**Adopted:** 3 yays (Lee, Van Epps, Wirt); 0 nays; 0 abstentions

**C. 24-25 SCFA Written Agreement for Independent Study**

The Board will consider and approve the 24-25 Written Agreement for Independent Study.

**Adopted:** 3 yays (Lee, Van Epps, Wirt); 0 nays; 0 abstentions

**D. Resolution Approving 24-25 Employee Retention Bonus**

The Board will consider and approve the employee retention bonuses for the 24-25 school year.

**Adopted:** 2 yays (Lee, Van Epps, Wirt); 0 nays; 1 abstention

**E. Employee 24-25 Employment Agreements**

The Board will consider and approve the employee contracts for the 2024-2025 school year.

24250030, 24250031, 24250032, 24250033, 24250034, 24250035, 24250036, 24250037, 24250038, 24250039 (Enrollment Coordinator, Information Systems Specialist, Principal, Special Education Director, EL Coordinator, Student Success Coordinator, Student Success Coach, HR/Payroll Manager, Office and HR/Payroll Assistant, two Special Education teachers)

**Adopted:** 3 yays (Lee, Van Epps, Wirt); 0 nays; 0 abstentions

**F. 23-24 and 24-25 Employee Stipends**

The Board will consider ratifying employee agreement addendums for support services for the 2023-2024 and 2024-2025 school year. 23240019, 23240020, 24250019, 24250020, 24250001, 24250002, 24250003, 24250004.

**Adopted:** 2 yays (Lee, Van Epps, Wirt); 0 nays; 1 abstention

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

The Board will consider and approve the executive compensation paid to the Chief Executive Officer.

**Adopted:** 3 yays (Lee, Van Epps, Wirt); 0 nays; 0 abstentions

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

The Board will consider and approve the Employment Agreement for the Chief Executive Officer.

**Adopted:** 3 yays (Lee, Van Epps, Wirt); 0 nays; 0 abstentions

**I. StrongMind**

The board will review and ratify the StrongMind proposal to provide the student learning management system and curriculum services for the 24-25 school year.

**Adopted:** 3 yays (Lee, Van Epps, Wirt); 0 nays; 0 abstentions

**J. 24-25 Parent/Guardian and Student Handbook**

The board will consider and approve the 24-25 Parent/Guardian and Student Handbook.

**Adopted:** 3 yays (Lee, Van Epps, Wirt); 0 nays; 0 abstentions

**Administrative Reports**

Michelle Romaine, Chief Executive Officer

**III. Closing Items**

**a. Board Member Comments**

**b. Motion for Adjournment**

The meeting adjourned at 2:47 PM