Board of Directors

Southern California Flex Academy

MINUTES of the REGULAR BOARD MEETING AGENDA

Wednesday, December 10, 2025, 2:00 PM

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

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.

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. 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.

I. Opening Items

A. Meeting Called to Order 2:00 PM

B. Welcome and Roll Call

C. Adoption of Agenda

Adopted: 3 yays (Banuelos, Lee, Wirt); 0 abstentions

D. Approval of Minutes

10/08/25 Board Meeting Minutes

Adopted: 3 yays (Banuelos, Lee, Wirt); 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. Information Item:

Charter Renewal Petition

The Board will receive an informational presentation regarding the charter petition to be submitted by Southern California Flex Academy to its chartering authority for the renewal of its charter petition. Staff will provide an overview of the petition, including the educational program. This item is for information only; no action will be taken at this meeting.

III. Action Items

A. Southern California Flex Academy Action Plan

The Board will consider approval of a written plan as required per Education Code Section 47607.2(a)(4)(A) addressing how the charter school is taking meaningful steps to address the underlying cause or causes of low performance and for inclusion in its charter renewal petition. Staff will present the development and details of the plan.

Adopted: 3 yays (Banuelos, Lee, Wirt); 0 abstentions

B. September and October Financials

The Board will consider approval of the financials from September and October 2025.

Adopted: 3 yays (Banuelos, Lee, Wirt); 0 abstentions

C. 25-26 Revised Operating Budget

The Board will consider and approve the 25-26 SCFA revised operating budget.

Adopted: 3 yays (Banuelos, Lee, Wirt); 0 abstentions

D. 25-26 First Interim

The Board will consider and approve the 25-26 First Interim.

Adopted: 3 yays (Banuelos, Lee, Wirt); 0 abstentions

E. Independent Auditor's Report

The state of California requires a financial and programmatic audit for all charter schools after the close of the school year to certify the financial solvency and programmatic compliance with all independent study laws and regulations. The audit tests, among other things, student attendance reporting, Independent Study Written Agreements, student work samples, and state compliance requirements. The board will review and approve the audit report prepared by its independent auditors for the 2024-2025 school year.

Adopted: 3 yays (Banuelos, Lee, Wirt); 0 abstentions

F. Education for Homeless Children and Youth Policy

The Board will consider the approve the Education for Homeless Children and Youth Policy.
Adopted: 3 yays (Banuelos, Lee, Wirt); 0 abstentions

G. 25-26 Employee Stipends

The Board will consider ratifying employee agreement addendums for the support services of the 2025-2026 school year. 25260011, 25260012, 25260013, 25260014, 25260015, 25260016
Adopted: 3 yays (Banuelos, Lee, Wirt); 0 abstentions

H. Large Roster Compensation Program

The Board will consider and approve the Large Roster Compensation Program.
Adopted: 3 yays (Banuelos, Lee, Wirt); 0 abstentions

I. 25-26 Employee Agreements

The Board will consider ratifying employee agreements for the 2025-2026 school year.
(part time to full time – Executive Assistant)
Adopted: 3 yays (Banuelos, Lee, Wirt); 0 abstentions

Administrative Reports

Michelle Romaine, Chief Executive Officer
Kristen Mandell, Principal - **CA Dashboard Presentation and Parent Advisory Committee updates**

IV. Closing Items

a. Board Member Comments

b. Motion for Adjournment

The meeting adjourned at 3:14 PM