

## MINUTES

### OPTIONS FOR YOUTH-SAN GABRIEL, INC. *A California Nonprofit Public Benefit Corporation*

#### BOARD OF DIRECTORS REGULAR MEETING

March 26, 2026

**Zoom Dial-In Number:** 1 669 900 6833

**Zoom Meeting ID:** 835 2122 9204

**Meeting Location:** 215 S. Mission Drive, San Gabriel, CA 91776

**Teleconference Location:** 16807 Falda Avenue, Torrance, CA 90504  
10121 Pounds Avenue, Whittier, CA 90603  
27056 Cherry Willow Drive, Santa Clarita, CA 91387

A regular meeting of the Board of Directors (“Board”) of Options For Youth-San Gabriel, Inc., a California nonprofit public benefit corporation (“OFY-SG” or the “School”), was held on March 26, 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 in the Agenda.

#### **OPEN SESSION**

##### **1. Call to Order**

The meeting was called to order at 10:36 A.M. (PT) by Ms. Barbara Gondo, President of OFY-SG.

##### **2. Roll Call**

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

**Ms. Barbara Gondo**, President and Board Member  
**Ms. Jane Gothold**, Chairperson and Board Member  
**Ms. Lilit Varuzhanyan**, Secretary, Treasurer, and Board Member

The following individuals identified themselves as being present:

**Ileana Kiriakos**, Superintendent, OFY-SG  
**Maricela Frymark**, Senior Director of School Policy and Compliance, OFY-SG  
**Richard Moreno**, Director of Schools, OFY-SG  
**Megan Betry**, Principal, OFY-SG  
**Brianna Marchand**, Principal of Online Programs (“OP”), OFY-SG  
**Alex Salazar**, Divisional Controller, 9 Dot Education Solutions, LLC (“9 Dot”)  
**Melissa Bauer**, Senior Manager of Corporate Compliance, 9 Dot  
**Susan Fischer**, Corporate Compliance Specialist, 9 Dot

**Nalani Santos**, Corporate Compliance Coordinator, 9 Dot  
**Jennifer Robitaille**, Executive Director, Options For Youth-California, Inc.  
**Merrick Wadsworth**, Legal Counsel for OFY-SG, Procopio, Cory, Hargreaves & Savitch LLP

### **3. Public Comment**

Ms. Gondo 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. Ms. Gondo asked that comments are limited 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 OFY-SG. 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 OFY-SG 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 OFY-SG Consent Log Including Superintendent's Time Off Requests, Credit Card Consent Log, and Additional Duties Timecards for the Board's review and consideration of approval and/or ratification.

#### **A.3 OFY-SG Report of Charter Services Agreements for Fiscal Year 2025-2026**

The Board was provided in their meeting materials with the OFY-SG 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 report, which detailed vendor payments through February 28, 2026. The Procedures subsection of the School's Procurement Policy, found within the Fiscal Policies and Procedures, outlines that the Board will receive, on a regular basis, a report of the School's service contracts approved pursuant to that section. This report includes all service providers and associated expenses within the outlined approval thresholds. Per Board member request, the report was organized alphabetically by service provider. There was no fiscal impact associated with this item. The proposed motion was to approve and/or ratify the OFY-SG Report of Charter Services Agreements for Fiscal Year 2025-2026.

#### **A.4 OFY-SG Uniform Complaint Policy and Procedures**

The Board was provided in their meeting materials with the OFY-SG Uniform Complaint Policy and Procedures, as revised in January 2026. The Board was asked to review and consider approval and/or ratification of the policy, which was updated to align with new California Department of Education (“CDE”) regulations and recommendations regarding the Uniform Complaint Procedure (“UCP”) scope. Key revisions to the policy included updates to the programs and activities section to include School or Athletic Team Names, Mascots, or Nicknames, and the merging of language stating that allegations of discrimination, harassment, intimidation, and/or bullying may be subject to the UCP. Furthermore, the designation of the "Responsible Employee" overseeing UCP complaints was changed from the Principal to the Senior Director of School Policy and Compliance. The revision also outlined an optional Superintendent Review process for evaluating complaints or 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, §§ 4600-4694. Once approved, the revised policy will be included in the Student Handbook annually and added to the School’s website. For Fiscal Impact, costs are 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 OFY-SG 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 minor changes in CDE regulation or education code.

Ms. Gothold moved to approve the Consent Agenda. Ms. Varuzhanyan seconded. The motion passed unanimously by roll call vote.

## **B. Information Item(s)**

### **B.1 OFY-SG Charter Update**

Ms. Betry presented the OFY-SG Charter Update for the San Gabriel Center. The total enrollment for the center was ninety-seven (97) students, including twenty-one (21) Special Education ("SPED") students, eleven (11) English Learner ("EL") students, and five (5) Foster Youth/Homeless students. The monthly student progression rate for the last school month was 93% and credit attainment was 61%. For student academics, the center continued to offer night school on select days and began recruitment for a new asynchronous American Sign Language (“ASL”) course pilot. In February, thirty-seven (37) students participated in state-mandated physical fitness testing. Additionally, 11th grade students began a new enrichment intervention course titled “Fundamentals of Math and English-Language Arts (“ELA”)” to prepare for upcoming state testing. For student engagement and activities, the School hosted a picture day, opened senior quote submissions for the yearbook, and completed the boys’ and girls’ soccer seasons. A Spring Kickoff event was held on February 27th, providing an open house for parents to complete the Local Control and Accountability Plan (“LCAP”) survey and learn about the Bilingual Scholars program. Student groups, including Resilient Individuals Striving for Excellence (“RISE”), Student Council, and the Art Wellness Group, remained active in providing leadership and expression opportunities.

Ms. Marchand presented the update for the OFY-SG Online Program. Total enrollment was one hundred fifty-nine (159) students, with a monthly progression rate of 94.1% and a credit attainment rate of 53.9%. During financial aid season, the counseling team hosted daily virtual Free Application for Federal Student Aid (“FAFSA”) and California Dream Act Application (“CADAA”) workshops to support students and families. Student activities included a hands-on culinary field trip to the Sauté Culinary Academy and physical fitness testing conducted at local parks to strengthen staff-student connections. The program spotlighted the Panther Cubs virtual support group for pregnant and parenting students, which provides a safe space for emotional well-being and practical guidance. For the student spotlight, Ms. Marchand highlighted one (1) student for making program history by taking the AVANT STAMP assessment in Armenian and successfully reclassifying as English proficient. Ms. Betry and Ms. Marchand asked the Board if there were any questions.

Ms. Gothold asked for clarification on where the student pictures were taken. Ms. Betry explained that the photos are taken on-site by a staff member using a professional backdrop for inclusion in the School yearbook.

## **B.2 OFY-SG Charter Renewal Petition Update**

Mr. Moreno presented the OFY-SG Charter Renewal Petition Update. The Board was informed that the current charter term, originally set to expire in June 2026, was extended pursuant to Education Code Section 47607.4 as amended by Senate Bill 114 (2023) and will now expire on June 30, 2027. To ensure adequate time for review by both the Board and the San Gabriel Unified School District, School leadership has developed a structured renewal timeline. The first draft was presented at this meeting and a second draft will be presented to the Board in May. The final renewal petition will be presented to the Board in June for approval. Following the Board's approval, the renewal petition will be submitted to the District in July 2026. Mr. Moreno explained that the renewal is being conducted by redlining the current petition to clearly track revisions. Significant updates in the current draft included a new "Program Overview and Achievements" section to showcase strengths such as dual enrollment, the Seal of Biliteracy, and updated support for student subgroups. Other revisions include changing operating hours to 8:00 A.M. to 4:00 P.M. in alignment with the other schools in the Options For Youth network and refining student and teacher schedules. The forthcoming second draft will incorporate updated performance data from the California Dashboard and progress toward LCAP goals. There was no fiscal impact associated with this informational update. Mr. Moreno asked the Board if there were any questions, to which there were none.

## **B.3 OFY-SG Student Handbook for Fiscal Year 2026-2027**

Ms. Frymark presented the OFY-SG Student Handbook for Fiscal Year 2026-2027. The Board was provided with a redlined preview draft of the handbook to allow for a thorough review before formal approval is requested at the May Board meeting. This routine operational resource is provided to students and families upon enrollment to outline rights, responsibilities, academic expectations, and school policies. Key updates for the 2026-2027 academic year include the embedding of the proposed academic calendar, the new Student Smartphone Use Policy, and a Student Planning Guide. Ms. Frymark highlighted several required legislative updates, including the graduation adornment summary mandated by Assembly Bill ("AB") 1369, which protects a student's right to wear items of cultural or religious significance during ceremonies. Other notable revisions include the inclusion of family safety planning and emergency contact information required by AB 495, the California College Guidance Initiative ("CCGI"), and updated immunization policies regarding personal belief exemptions. Additional administrative changes included updating Section 504 plan reviews from an annual cycle to every three (3) years and adjusting the maximum allowable laptop restitution fine for inflation to \$26,000. Language regarding the Family Educational Rights and Privacy Act ("FERPA") was also revised to align with new Education Code requirements. Final updates concerning state testing dates and new curriculum were pending a final legal review. There was no fiscal impact associated with this informational item. The Superintendent recommended the item for review. Ms. Frymark asked the Board if there were any questions. Board members noted the challenges of navigating frequent regulatory changes but offered no additional questions.

## **B.4 OFY-SG Financial Update**

Mr. Salazar presented the OFY-SG Financial Update. The financial update was based on the January 2026 close, which was comprised of actuals from July through January plus the budget for February through June, and includes the Senate Bill 740 ("SB740") report, the detailed income statement, the variance analysis report, the balance sheet, and the cash forecast. On the SB740 report, the projected Second Principal Apportionment ("P2") Average Daily Attendance rate ("ADA") was 407.72. Based upon the P2

ADA, the total revenue was \$7,255,717. Certificated Salaries and Benefits were \$3,440,165, or 47.41% of revenue. Instruction and Related Services, including Certificated Salaries and Benefits were \$6,062,953, or 83.56% of revenue. For the non-instructional expenses, Operations and Facilities was \$389,579 and Administration and Other Activities was \$596,969. There was a projected Generally Accepted Accounting Principles ("GAAP") excess revenue, which is the School's total revenue minus its total expenses, which was \$206,216 or 2.84% excess revenue percentage for the year. The School has met and exceeded its Certificated spending benchmark by \$519,739. The School has met and exceeded its total Instructional spending benchmark by \$285,334. The projected excess revenue remained at \$206,216 or 2.84% excess revenue percentage for the year. 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 rolled up into the SB740 report. Mr. Salazar indicated that total revenue was the same at \$7,255,717, total payroll, including Certificated and Non-Certificated, and related benefits, was at \$3,609,909 or 49.75% of revenue, and total expenses were \$7,049,501. Mr. Salazar reviewed the variance analysis report for the School. The variance analysis establishes a baseline of variance based on 1% of the year-to-date expenditures, calculated as of the most recent monthly close. For this report, the variance threshold of 1% of Year-to-Date expenditures was \$43,584. 1% is taken out of the year-to-date expenses as a threshold, and any variance that exceeds that threshold will be highlighted and explained. The Certificated Salaries and Wages line item was underbudget due to salaries being reforecasted in October. For Non-Certificated Stipends, this line item came in over budget due to Credit Enrichment and Semester 1 incentives that were not originally budgeted. For Certificated Vacation Expense, this line item was underbudget based on actual employee activity, which was a savings for the School. For Materials, the Tech Materials - Laptop line item was overbudget due to an AllTech invoice for two (2) Lenovo Thinkpads. Mr. Salazar also reviewed the balance sheet, which is a snapshot of the School's assets and liabilities from inception to date. As of January 2026, total assets were \$8,951,031; total liabilities were \$4,072,293; and total net assets were \$4,878,737. Mr. Salazar proceeded to review the cash forecast. As of January 31, 2026, OFY-SG had \$2,855,750 cash in bank. Based on current projections, the School was projected to have \$2,287,244 cash in bank as of June 30, 2026 and \$2,016,178 cash in bank as of December 31, 2026. Mr. Salazar asked the Board if there were any questions, to which there were none.

### **C. Action Item(s)**

#### **C.1 OFY-SG Material Revision to the 2024-2027 Local Control Accountability Plan ("LCAP")**

Ms. Betry presented the OFY-SG Material Revision to the 2024-2027 Local Control Accountability Plan ("LCAP"). The Board was asked to review and consider approval of the material revision, which corrected technical errors identified in the Action Tables related to Local Control Funding Formula ("LCFF") funding projections. As a Local Educational Agency ("LEA"), the School is required to develop and annually update a three-year LCAP using the template adopted by the California State Board of Education ("SBE") to ensure alignment between planned actions and LCFF funding. The presented revision included corrected LCFF Base, Supplemental, and/or Concentration Grant amounts in the 2025–2026 Expenditures Tables. Additionally, the LEA contact information was updated to reflect the transition to Principal Megan Betry. No changes were made to the adopted goals, actions, or intended services as part of this material revision. There was no fiscal impact on the overall LCFF funding allocation, as the revision reflected a technical correction to projections. The Superintendent recommended the approval of this item. Ms. Betry asked the Board if there were any questions, to which there were none.

Ms. Gothold moved to approve the OFY-SG Material Revision to the 2024-2027 Local Control Accountability Plan ("LCAP"). Ms. Varuzhanyan seconded. There was no further discussion from the Board. The motion passed unanimously by roll call vote.

## **C.2 OFY-SG Academic Calendar for Fiscal Year 2026-2027**

Ms. Frymark presented on the OFY-SG Academic Calendar for Fiscal Year 2026-2027. The Board was asked to review and consider approval of the calendar, which serves to assist school leaders in the planning of instructional operations, reporting, school holidays, and related school functions. The calendar dates were drawn from multiple sources, including the School's Charter Petition, which mandates that OFY-SG shall be in session for at least two hundred forty (240) instructional days between July 1st and June 30th of each school year. The presentation included both a public-facing academic calendar and an internal track calendar used as a guide to ensure all operational requirements are met. The calendars apply to all employees, with specific provisions outlined for exempt and non-exempt status. Ms. Frymark noted that during floating weeks, the School is required to remain open to provide curriculum, tutoring, and other school-related services to students and the community. There was no fiscal impact associated with the adoption of the calendar. The Superintendent recommended the approval of this item. Ms. Frymark asked the Board if there were any questions, to which there were none.

Ms. Gothold moved to approve the OFY-SG Academic Calendar for Fiscal Year 2026-2027. Ms. Varuzhanyan seconded. There was no further discussion from the Board, and the motion passed unanimously by roll call vote.

## **C.3 OFY-SG Response to Immigration Enforcement Policy and Procedures**

Ms. Frymark presented the OFY-SG Response to Immigration Enforcement Policy and Procedures. The Board was asked to review and consider approval of the comprehensive policy, which is mandated by Education Code §234.7 and was developed to ensure a safe, inclusive, and disruption-free learning environment. The policy aligns with several sections of the Education Code and federal student privacy laws, including protections related to directory information limitations (EC §49061) and personal information protections (Civil Code §1798.3). Key provisions of the policy included a strict prohibition on collecting information regarding the citizenship or immigration status of students or their families unless specifically required by state or federal law. The policy formalizes information-sharing restrictions, prohibiting the voluntary disclosure of student records to enforcement authorities and requiring that all warrants or subpoenas be reviewed by the Superintendent and legal counsel to verify their validity before a response is issued. Regarding campus access, the policy mandates that all visitors, including immigration enforcement officers, must register with school staff. Entry into "nonpublic" areas—specifically identified as classrooms, administrative offices, bathrooms, and kitchens—is strictly prohibited without a valid judicial warrant signed by a judge.

Additionally, the policy addresses student safety and emergency preparedness by authorizing the release of students to designated emergency contacts or individuals presenting a compliant Caregiver's Authorization Affidavit (Family Code §§6550–6552). Ms. Frymark informed the Board that School leadership worked with Education Dynamics, Inc. ("EDI") to update the Student Information System ("SIS") on March 20th to include this compliant affidavit. The policy further reaffirms anti-discrimination protections and requires ongoing training for students and staff on bullying prevention related to national origin or immigration status. Ms. Frymark noted that the School has already completed the required posting of the Attorney General's "Know Your Educational Rights" guidance in all necessary languages. The minimal costs associated with incorporating the new Caregiver Affidavit into the SIS were absorbed into the School's operational budget. The Superintendent, Director of Schools, and legal counsel recommended the approval of this item. Ms. Frymark asked the Board if there were any questions.

Ms. Gothold commented on the necessity of these procedures to protect the School community.

Ms. Gothold moved to approve the OFY-SG Response to Immigration Enforcement Policy and Procedures to ensure compliance with California law and to formally adopt the uniform procedures therein 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. Varuzhanyan seconded. There was no further discussion from the Board, and the motion passed unanimously by roll call vote.

## **5. Adjournment**

Ms. Gondo indicated that the next regularly scheduled Board meeting will be on May 21, 2026 at 10:30 A.M. (PT). There were no additional comments or questions prior to adjournment.

Ms. Gothold moved to adjourn. Ms. Varuzhanyan seconded. The motion passed unanimously by roll call vote. The meeting was adjourned at 11:21 A.M. (PT).



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Ms. Lilit Varuzhanyan  
Secretary, Options For Youth-San Gabriel, Inc.