



MEETING OF THE BOARD OF DIRECTORS  
Greater LA Education Foundation  
Wednesday, June 14, 2023, at 2:00 PM – 4:00 PM  
9300 Imperial Highway, EC 100, Downey, California 90242

AGENDA

1. Call to Order *Dr. Monte Perez*
2. Public Comments *Dr. Monte Perez*
3. Review and Approval of Minutes *Dr. Monte Perez*
  - a. November 17, 2022 (Attachment A)
  - b. April 25, 2023 – Board Retreat (Attachment B)
4. Approval, Nomination and Appointment of Board of Directors Committee *Dr. Monte Perez*
  - a. Governance Committee
  - b. Audit Committee
  - c. Finance Committee
5. Finance *Gloria Rogers*
  - a. Statement of Financial Position (Attachment C)
  - b. Budget vs. Actuals (Attachment D)
  - c. Projected Cash Flow (Attachment E)
  - d. Acceptance of Funds (Attachment F)
6. President's Report *Kerry Franco*
  - a. GLA Business Plan 2019-2029 (Attachment G)
  - b. GLA Staff Realignment (Attachment H)
  - c. LACOE/GLA Memorandum of Understanding (Attachment I)
7. Adjourn to Closed Session *Dr. Monte Perez*
  - a. Staff Compensation
8. Reconvene in Open Session *Dr. Monte Perez*
  - a. Report Action Taken in Closed Session
9. Approval of Fiscal Year 2024 Budget (Attachment J) *Dr. Monte Perez*
10. Other Business *Dr. Monte Perez*
  - a. GLA Program Updates (Attachment K) *Sam Gelinis*
  - b. LACOE Updates *Dr. Debra Duardo*
  - c. Board Member Updates



11. Board Meeting Calendar (Attachment L)
  - a. Approval of FY24 Board Meeting Calendar

*Dr. Monte Perez*

12. Adjournment

*Dr. Monte Perez*

The full agenda is accessible through the receptionist at the northeast entrance of the above address. Enclosures to the agenda are available for review in the Greater LA Education Foundation office during business hours 8:30 a.m. – 5:00 p.m. Any material related to an item on this Board Agenda distributed to the Greater LA Education Foundation Board of Directors is available for public inspection at Greater LA Education Foundation's office at 9300 Imperial Highway, Downey. Procedures for addressing the Board are available in the Board meeting room and posted on the Greater LA website. To request a disability-related accommodation under the ADA, please contact Kristina Romero at [kromero@greaterlaedfund.org](mailto:kromero@greaterlaedfund.org) least 24 hours in advance.



UNAPPROVED MINUTES  
MEETING OF THE BOARD OF DIRECTORS  
Greater LA Education Foundation

Thursday, November 17, 2022

A meeting of the Board of Directors of the Greater Los Angeles Education Foundation (GLA) was held on Thursday, November 17, 2022, via Zoom video conference.

Present: Gloria Rogers, Chris Steinhauser, David Sanford, Elizabeth Graswich,  
Debra Duardo, Monte Perez

Others Present: Kerry Franco, Kim Traynor, Daisy Esqueda, Kristina Romero, Sam Gelinas,  
Alex Halpern, Alexandra Roosa, Jessica Catalan

**CALL TO ORDER**

Dr. Monte Perez called the meeting to order at 1:34 p.m. Candace acknowledged staff and additional guests.

**COMMUNICATIONS (PUBLIC COMMENTS)**

Kaivan Yuen, Assistant Superintendent of Educational Services at Montebello Unified School District provided a written public comment:

I would like to thank the Greater LA Education Foundation for providing our district with grant writing services to help us apply for the Early Education Teacher Development Grant. With a focus on transitional kindergarten and servicing multilingual learners, our district was able to secure a little over \$1.8 million to help prepare for full Universal PreKindergarten implementation by increasing the number of highly qualified Transitional Kindergarten teachers and increasing multilingual competencies for TK teachers.

In addition, our grant writers will work with us to apply for the Classified School Employee Teacher Credentialing Program and the Teacher Residency Grant Program. We hope to bring you additional good news in the future.

Again, I would like to thank the Greater LA Education Foundation for providing us with the grant writing resource to enhance our services and programs for our community. We appreciate your support.

**APPROVAL OF MINUTES**

The Board reviewed the meeting minutes for the meeting on August 17, 2022, Attachment A.



It was MOVED to approve the meeting minutes by Dr. Debra Duardo; SECONDED by Chris Steinhauser. All approved; none opposed.

### **PRESIDENT'S REPORT**

Kerry Franco introduced Jessica Catalan as the newest member of the GLA team. Jessica was brought on as the Partnerships Specialist to provide critical support and essential leadership in building and managing relationships between LA County school districts and external organizations that can provide expanded learning opportunities for students.

Kerry acknowledged Matt Jaffke from LACOE's Grants Development Office and thanked him for his support.

Kerry shared her goal for the foundation to be recognized as the premiere philanthropic partner of LACOE and the school districts served throughout the county. She went on to share her plans for the organization:

- Define, Plan, and Implement Three Distinct Programs and Services:
  1. Current programming areas of focus
  2. Support for LACOE through scholarship, event sponsorship, and special projects
  3. Deepen relationships and services to provide to districts, especially those without extended philanthropic support.
- Strengthen Financial Management & Planning:
  1. Build sound financial management practices such as budget planning.
  2. Formalize a fiscal sponsorship program.
  3. Develop a grants management program.
  4. Engage in strategic fundraising.
- Support Organizational Development:
  1. Enhance the roles and responsibilities of GLA staff and the Board of Directors
  2. Cultivate marketing and communication.
  3. Increase outreach.

Dr. Perez commended Kerry for developing an infrastructure and actionable plans to get GLA to the outcomes it wants. He loves the idea of people understanding that GLA is not just an organization in support of LACOE but was also developed as an organization to support all 80 LA County districts.

### **PROGRAM UPDATE**

Kerry introduced Sam Gelinis to provide a program update. Sam shared that the LA Community Impact Hub will be selecting 6 priority locations for the initial expansion Teen Tech Centers, including the three community partners selected through first RFP, Watts Labor Community Action Committee, Weingart YMCA, and the Boys and Girls Club of the Antelope Valley. The next partners will be from Sylmar/Pacoima and Long Beach/Lynwood and will be chosen in the



first week of December. The final location will be Camp Kilpatrick with LACOE and Probation. Sam also shared that the grant agreements for the first three partners have been issued. GLA is currently working with the county CEO and their grants administration team to process funds from them going through the County Internal Services Division to LACOE. Go with that.

Dr. Duardo asked who is being invited to apply to host the teen tech centers – districts or nonprofits. She asked for clarification on the process. Sam shared that GLA started working with Best Buy in part to identify the communities that they wanted to prioritize for tech centers based on things like household income, household income, educational attainment, access to early childhood education, access to broadband Internet, etc. Using this information, we chose 5 priority areas to start with that we felt like were the highest need and so we reached out the school districts, county supervisors who reached out to the local city government to get recommendations on nonprofits that we felt like would be good hosts sites. The applicants through the process that they described are all independent CBOs. They're not school districts, and part of the thinking there is because we want the sites to be open to students and there are lots of restrictions around access per student safety reasons.

Sam went on to share that GLA Kicked off year two of the Los Angeles College Accelerator Network (LA-CAN) focused on implementation support and technical assistance to unlock available state funding for dual enrollment programs. GLA developed a brief to spark ideas for district leaders and educators as they seek to expand equitable access and success in dual enrollment programs. Currently, GLA is engaging a group of “Architects” to provide strategic guidance on developing a toolkit on strengthening and creating equitable dual enrollment programs and partnerships across the region.

Dr. Perez applauded the dual enrollment kick-off event and shared his excitement for the support the network is providing to local educational agencies to develop dual enrollment programs and apply for state funding.

Sam shared that GLA launched the 2023 Teachers of the Year Equitable Innovation Grant program to award \$75K in grants to LA County educators to support projects, programs, and services. Grantees will be selected and notified in February 2023. In 2022, GLA was able to sponsor 41 educator projects to reach over 21,000 LA County students across 22 different districts.

GLA is working with LACOE’s Multilingual Academic Support Unit and Education First to conduct research on the critical roles SEL and identity formation play in supporting multilingual students’ learning, growth, and development. GLA and Ed First are currently conducting interviews with educational partners and field experts and focus groups with Multilingual



students (long-term English Learners and new arrivals) and Educators that support ML students at school.

In September, GLA was a proud sponsor of the 2022-23 Los Angeles County Teachers of the Year Awards banquet, alongside CCU, Annenberg Learner, Pacific Oaks College, the LA84 Foundation, Arizona State University, Rams, and Chargers. In October, GLA was thrilled to join and sponsor the 2022 Superintendents' Professional Collaborative at the J. Paul Getty Museum. In early November, GLA worked alongside the Century Foundation's Bridges Collaborative, LAUSD, and other regional partners to plan an in-person conference focused on racial, ethnic, and economic segregation and inclusion challenges facing LA County today.

Sam and Kerry provided a fundraising and development update and shared that GLA was awarded a grant from the Sobrato Family Foundation for regional research on Multilingual learners and additional funding from the California Credit Union for the LACOE Signature Fund. GLA submitted proposals to Pritzker Family Foundation, Wallace Foundation, and the Chuck Lorre Foundation.

Kerry shared that GLA will be participating in Giving Tuesday, which is a day after Thanksgiving.

## **BOARD DEVELOPMENT**

### **BOARD MEMBER RESIGNATION**

Dr. Perez shared that in October, Candace Bond McKeever submitted her resignation as a member of the board and Chair-elect. Candace was nominated by US President Joe Biden to serve as American Ambassador to Trinidad and Tobago. She was officially sworn in this past Monday, November 14th, by Vice President Harris at the Eisenhower Executive Office Building on the White House complex in Washington D.C. Candace joined the Foundation's Board of Directors in 2020 and was set to serve as Board Chair in 2023. We are extremely grateful for Candace's positive impact on our programs and initiatives and the leadership she has provided during the organization's foundational years.

### **LEADERSHIP AND ALIGNMENT**

Dr. Perez moved on to the next item on the agenda, Leadership and Alignment. He shared that GLA staff will be working on enhancing the roles and responsibilities of our leadership, which will include this board. With Candace's departure the board will seek a nomination for GLA's next Board Chair. The board wants to align this transition with the development of board activities. Over the next few months, GLA staff will support the Board of Directors in a complete review of our Foundation Bylaws governance and engagement aimed at strengthening and improving our organization. For the board's reference, a copy of the Foundation Bylaws has been included in the agenda as Attachment C.



## **FINANCE**

Dr. Perez invited Board Treasurer, Gloria Rogers, to provide a finance update.

### **STATEMENT OF FINANCIAL POSITION NOTES:**

Gloria presented the Statement of Financial Position, Attachment D, and shared that the total assets decreased by \$4.4k in Q1. GLA received \$200k from College Futures Foundation and \$100k from Joseph Drown Foundation. These receipts were offset by spending for the LA College Accelerator and Educators of Color program areas. Gloria shared that liabilities decreased by \$64k, which is caused by a decrease in Accounts Payable in Q1, and that net income for Q1 was \$60.3k.

### **BUDGET VS ACTUALS**

Gloria presented the Budget vs. Actuals, Attachment E, and shared that revenue is tracking just slightly under budget for Q1. This is primarily due to timing; revenue is on track and is expected to come in on budget. She also shared that expenses finished Q1 with a favorable budget variance of \$255k. This variance can be attributed to 1) Professional Services: Community Schools reimbursement timing is running slightly behind schedule but will catch up in Q2; and 2) CBO grant disbursements are imminent and will occur in Q2.

### **PROJECTED CASH FLOW**

Gloria presented Attachment F, Projected Cash Flow, and shared that GLA received some large grants at the end of FY22 that will be spent down in FY23. Of the \$4.52M beginning cash balance, \$3.3M are restricted for purpose. She also shared that GLA anticipates a cash spend-down of \$944k in FY23. This spend-down has been adjusted for timing; this includes an ARPA reimbursement that may not be received until FY24. Since this is the first time that GLA has had the opportunity to participate in such a program, the timing estimate on reimbursement has been planned conservatively. Since GLA has such a large cash reserve, this should not pose any issues. Lastly, Gloria shared a projected ending cash balance of \$3.57M.

### **FY23 BUDGET**

Gloria shared that GLA is beginning FY23 with a significant balance of \$4.52M, of which \$3.3M are restricted. The FY23 budget plans a spend-down of various grant funds received in FY22, specifically \$1M received from the Best Buy Foundation and \$1M from Goldman Sachs Philanthropy Fund (Ballmer Foundation).

Total projected revenue is \$2.3M, with a new \$1M grant expected from Ballmer, approximately \$450k in ARPA funds and a few general operating support grants. Total projected expenditures for FY23 are \$2.8M. The most significant area of expenditure is approximately \$1M in grant disbursements, primarily to community-based organizations. Other expenditures include \$450k for Community Schools positions, \$200k in educational consultants, and \$100k in event sponsorships. GLA has also planned and hired one additional



staff position in Q2. GLA has purchased and will be implementing a CRM system in FY23 to better support GLA's FY23 planned fundraising efforts.

The net spend-down of restricted net assets in FY23 is projected to be \$491k. This is the first time GLA submitted a budget for approval. In keeping with the organization's continued commitment to professionalizing and building out operational infrastructure, Gloria asked for the formal approval of the FY23 budget.

Dr. Perez asked for a motion to approve the FY23 budget. David Sanford moved. Dr. Duardo seconded. All in favor; none opposed.

#### ACCEPTANCE OF FUNDS

Dr. Perez followed with a request to approve the Acceptance of Funds for the period of July 1, 2022, through September 30, 2022. It was MOVED to approve the Acceptance of Funds by Dr. Debra Duardo; SECONDED by David Sanford. All in favor; none opposed.

#### OTHER BUSINESS

##### LACOE UPDATE

Dr. Duardo provided an update on LACOE initiatives and shared the following:

- After three years since the start of the pandemic, LACOE is still supporting districts with PPE, vaccinations, and town halls.
- LACOE is currently responding to the fentanyl crisis by working closely with the Department of Public Health on training, town halls, and informing and ensuring that all districts have access to Narcan to make sure that we can save lives of children. LACOE is doing a lot of work with superintendents, school administrators, counselors, and school nurses.
- LACOE is still working closely on closing the digital divide and really pushing that internet access is free and widely available to low-income children throughout LA County to be used for schoolwork and to supplement Telehealth.
- The state has invested \$4.1 billion dollars to expand Community Schools. In response to the huge crisis in mental health, LACOE has been awarded the grant to provide technical support for the region. LACOE is working with all districts to try to get as many districts as possible access to the Community Schools program.
- LACOE is working on expanding its data, improving its communication, and trying to address the shortage of teachers.

Dr. Duardo also emphasized the importance of having the President of the foundation sit on LACOE's cabinet, which allows Kerry to be a part of the strategic plan to ensure alignment, integration, and collaboration.

#### BOARD MEMBER UPDATES





Chris Steinhauser shared that the budgets are shrinking and there is a great need for support for folks on how to forecast and how to budget. He encourages the county and/or the foundation to think forward about that to provide support. Chris also highlighted the issue of mathematics because we can go backwards with the loss of mathematics statewide and nationally. He shared that, as a trustee of the university system, he is really concerned with our young people struggling with math they are not going to be able to be compliant.

#### **BOARD MEETING CALENDAR**

Dr. Perez shared that the Board would reconvene on February 15 at 1:00 PM. and the Executive Committee meeting will be on Monday, January 30 at 1:00 PM.

#### **ADJOURNMENT**

It was MOVED to adjourn at 2:52 PM by Gloria Rogers; SECONDED by Chris Steinhauser. All in favor; none opposed.



UNAPPROVED MINUTES  
BOARD OF DIRECTORS RETREAT  
Greater LA Education Foundation

Tuesday, April 25, 2023

A Board Retreat Meeting of the Board of Directors of the Greater LA Education Foundation was held on Tuesday, April 25, 2023 at SoFi Stadium.

Present: Gloria Rogers, David Sanford, Elizabeth Graswich, Debra Duardo, Monte Perez

Others Present: Danielle Nava Mijares, Kerry Franco, Kristina Romero

**CALL TO ORDER**

Dr. Monte Perez called the meeting to order at 8:46 a.m.

**COMMUNICATIONS (PUBLIC COMMENTS)**

No public comment.

**BOARD RETREAT**

- |            |  |
|------------|--|
| 8:00 a.m.  | Arrival/Breakfast  |
| 8:30 a.m.  | Welcome and Opening Remarks  |
| 8:45 a.m.  | Topics <ul style="list-style-type: none"><li>• Where we've been...GLA's Story</li><li>• Creating Opportunities</li></ul>   |
| 10:00 a.m. | Break  |
| 10:15 a.m. | Topics (cont'd) <ul style="list-style-type: none"><li>• Operational Overview and Facilitated Discussion</li><li>• Pulling Back the Curtain and Closing</li></ul> |

**ADJOURNMENT**

It was MOVED to adjourn at 12:40 PM by Dr. Debra Duardo; SECONDED by Gloria Rogers. All in favor; none opposed.

**The Greater LA Education Foundation**  
**Statement of Financial Position**  
As of March 31, 2023

	Mar 31, 2023	Dec 31, 2022	Change
<b>ASSETS</b>			
<b>Current Assets</b>			
Bank Accounts	4,857,535	4,218,939	638,596
Accounts Receivable	42,420	2,352	40,067
<b>Total Current Assets</b>	<b>4,899,955</b>	<b>4,221,291</b>	<b>678,663</b>
<b>Fixed Assets</b>	225	225	-
1600 Prepaid Expense	16,190	16,190	-
<b>Total Other Assets</b>	16,190	16,190	-
<b>TOTAL ASSETS</b>	<b>4,916,370</b>	<b>4,237,706</b>	<b>678,663</b>
<b>LIABILITIES AND EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable	65,218	17,716	47,502
<b>Other Current Liabilities</b>			
2110 Accrued Expenses	-	2,000	(2,000)
2120 Accrued Vacation	6,917	6,917	-
2260 Pass-through Grants Payable	-	(3,766)	3,766
<b>Total Other Current Liabilities</b>	6,917	5,151	1,766
<b>Total Current Liabilities</b>	72,135	22,867	49,269
<b>Total Liabilities</b>	<b>72,135</b>	<b>22,867</b>	<b>49,269</b>
<b>Equity</b>			
3120 Temporarily Restricted	3,557,704	3,557,704	-
3200 Unrestricted Net Assets	862,469	862,469	-
Net Revenue	424,061	(205,334)	629,395
<b>Total Equity</b>	4,844,234	4,214,839	629,395
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>4,916,370</b>	<b>4,237,706</b>	<b>678,663</b>

**The Greater LA Education Foundation**  
**Budget vs. Actuals**  
 July 2022 - March 2023

	Actual	Budget	Variance	% of Budget
<b>Revenue</b>				
4100 Restricted Contributions	1,483,237	572,250	910,987	259.19%
4200 Unrestricted Contributions	102,807	150,015	(47,208)	68.53%
4300 Admin Fees	139,606	147,831	(8,225)	94.44%
4700 Event Revenue	156,257	121,500	34,757	128.61%
4900 Inkind Contributions	20,000	20,000	-	100.00%
<b>Total Revenue</b>	<b>1,901,907</b>	<b>1,011,596</b>	<b>890,310</b>	<b>188.01%</b>
<b>Expenditures</b>				
5000 Salaries and Related Expenses	581,043	657,984	(76,941)	88.31%
5200 Inkind Expenses	20,000	20,000	-	100.00%
6010 Books & Publications		225	(225)	0.00%
6100 Grant Disbursements	415,344	486,000	(70,656)	85.46%
6280 Foundation Events	39,961	40,000	(39)	99.90%
6290 Event Sponsorship	80,194	78,500	1,694	102.16%
6300 Participant Incentives & Goodwill	32,274	18,075	14,199	178.56%
6430 Office Supplies	4,124	6,000	(1,876)	68.73%
6550 Computers/Software	6,402	21,000	(14,598)	30.49%
7000 Contracted Services	207,066	217,900	(10,834)	95.03%
7110 Printing and Copying	2,358	2,083	275	113.18%
7120 Dues/Memberships/Subscriptions	6,436	5,250	1,186	122.58%
7130 Postage/Delivery	239	750	(511)	31.90%
7140 Telephone	975	3,750	(2,775)	26.00%
7150 Website	479	1,500	(1,021)	31.95%
7200 Professional Services	32,847	43,500	(10,653)	75.51%
7250 Marketing & Communication	1,490	2,250	(760)	66.22%
7300 Conference/ Meetings	37,059	13,938	23,121	265.88%
7400 Travel	3,730	9,542	(5,812)	39.09%
7600 Insurance	5,204	8,250	(3,046)	63.08%
7710 Registration, License & Permits	37	750	(713)	4.93%
7760 Bank Fees	584	1,183	(599)	49.34%
<b>Total Expenditures</b>	<b>1,477,846</b>	<b>1,638,430</b>	<b>(160,585)</b>	<b>90.20%</b>
<b>Net Revenue</b>	<b>424,061</b>	<b>(626,834)</b>	<b>1,050,895</b>	<b>-67.65%</b>

**The Greater LA Education Foundation**  
**Projected Cash Flow**  
**FY23**

Beginning Cash Balance 3/31/2023	4,857,535
<b>Revenue</b>	
4100 Restricted Contributions	605,629
4200 Unrestricted Contributions	200,005
4300 Admin Fees (Unrestricted)	-
4700 Event Revenue	-
4900 Inkind Contributions	-
Total Revenue	<u>805,634</u>
Gross Profit	<b>805,634</b>
<b>Expenditures</b>	
5000 Salaries and Related Expenses	219,327
5200 Inkind Expenses	-
6010 Books & Publications	75
6100 Grant Disbursements	437,000
6280 Foundation Events	12,500
6290 Event Sponsorship	16,500
6300 Participant Incentives	6,025
6430 Office Supplies	2,000
6550 Computers/Software	7,000
7000 Contracted Services	217,900
7110 Printing and Copying	417
7120 Dues/Memberships/Subscriptions	750
7130 Postage/Delivery	250
7140 Telephone	1,250
7150 Website	500
7200 Professional Services	14,500
7250 Marketing & Communication	750
7300 Conference/ Meetings	1,062
7400 Travel	4,521
7600 Insurance	2,750
7710 Registration, License & Permits	250
7760 Bank Fees	317
Total Expenditures	<u>945,643</u>
Net Use of Cash	<b>(140,009)</b>
Projected Ending Cash Balance	<b>4,717,526</b>

**Greater LA Education Foundation  
Acceptance of Funds**

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<b>Acceptance of Funds: July 1, 2022 through March 31, 2023</b>		
<b>Project</b>	<b>Funder</b>	<b>Amount</b>
General Support	Amazon Smile	\$ 16.67
Migrant Education Scholarships	Clickandpledge.com	\$ 23.30
CFF/LACAN	College Futures Foundation	\$ 200,000.00
General Support	Joseph Drown Foundation	\$ 100,000.00
Teacher of the Year	California Credit Union	\$ 14,000.00
Superintendents Professional Collaborative Conference	California Teachers Association	\$ 5,000.00
Superintendents Professional Collaborative Conference	Amazon Web Servicess	\$ 9,600.80
EL-WIN	Philanthropic Ventures	\$ 3,278.80
General Support	Los Angeles Athletic Club	\$ 1,000.00
CCU/LACOE Wellbeing Fest	California Credit Union	\$ 2,500.00
Teacher of the Year Grants	Great Public Schools Now	\$ 2,500.00
Superintendents Professional Collaborative Conference	Elevo Learning	\$ 2,500.00
Migrant Education Scholarships	Clickandpledge.com	\$ 1,001.92
109 Spelling Bee	LACOE Payroll Deductions	\$ 160.00
201 Migrant Ed Scholarships	LACOE Payroll Deductions	\$ 360.00
202 AcaDeca Scholar/Recognition	LACOE Payroll Deductions	\$ 70.00
203 African American Scholar.	LACOE Payroll Deductions	\$ 200.00
206 SARB/S Abrams Scholaships	LACOE Payroll Deductions	\$ 80.00
210 iPoly Student Scholarships	LACOE Payroll Deductions	\$ 180.00
506 GAIN/Particip Support Serv.	LACOE Payroll Deductions	\$ 471.00
509 Special Ed Student Needs	LACOE Payroll Deductions	\$ 200.00
513 RTSA - General Fund	LACOE Payroll Deductions	\$ 70.00
515 Ed Programs General Fund	LACOE Payroll Deductions	\$ 200.00
517 Outdoor/Marine Science	LACOE Payroll Deductions	\$ 60.00
General Support	LACOE Payroll Deductions	\$ 240.00
Community Schools 2.0	Goldman Sachs Philanthropy Fund	\$ 1,000,000.00
Mandated Reporter Improvement support	Pritzker Foster Care Initiative	\$ 150,000.00
EL Support	Sobrato Foundation	\$ 150,000.00
LACOE Signature Fund	California Credit Union	\$ 47,800.00
John Calley Foundation grant	California Community Foundation	\$ 37,500.00
Teacher of the Year Grants	Arizona State University	\$ 10,000.00
Superintendents Professional Collaborative Conference	Arizona State University	\$ 10,000.00
Superintendents Professional Collaborative Conference	LA84 Foundation	\$ 10,000.00
Teacher of the Year Grants	LA84 Foundation	\$ 10,000.00
Superintendents Professional Collaborative Conference	The Annenberg Foundation	\$ 10,000.00
Teacher of the Year Grants	The Annenberg Foundation	\$ 10,000.00
LACBDA Scholarships	National Financial Services, LLC	\$ 10,000.00
Neurofeedback Project	Pritzker Foster Care Initiative	\$ 8,520.00
Creative Careers workshop	The Greenberg Foundation	\$ 5,000.00
Superintendents Professional Collaborative Conference	Curriculum Associates, LLC	\$ 5,000.00
LACHSA Scholarships	Fannie Mae	\$ 5,000.00
Superintendents Professional Collaborative Conference	Broadway Typewriter Company DBA Arey Jones Educat	\$ 5,000.00
Superintendents Professional Collaborative Conference	USC Rossier School of Education	\$ 2,500.00
Teacher of the Year Event	USC Rossier School of Education	\$ 2,500.00
EL-WIN Support	Philanthropic Ventures	\$ 3,766.20
Superintendents Professional Collaborative Conference	Cal State University, L.A.	\$ 2,500.00
Superintendents Professional Collaborative Conference	PowerSchool	\$ 2,500.00
Superintendents Professional Collaborative Conference	Cambridge Assessment Inc	\$ 2,500.00
Women's Conference	Scholar System LLC	\$ 2,500.00
ARP grant funds	Los Angeles County Office of Education	\$ 2,352.36
Superintendents Professional Collaborative Conference	Mark Funston	\$ 1,500.00
Women's Conference	IXL Learning Inc.	\$ 300.00
109 Spelling Bee	Paypal	\$ 150.00
516 LACOSS (Outdoor School)	Paypal	\$ 25.00

**Greater LA Education Foundation  
Acceptance of Funds**

<b>Acceptance of Funds: July 1, 2022 through March 31, 2023</b>		
Project	Funder	Amount
General Support	Paypal	\$ 5.00
Women's Conference	Clickandpledge.com	\$ 157.00
Teacher of the Year	Clickandpledge.com	\$ 104.50
Teacher of the Year	Clickandpledge.com	\$ 104.50
LACOE Signature Fund	Clickandpledge.com	\$ 104.50
Migrant Education Scholarships	Clickandpledge.com	\$ 10.00
	<b>Total</b>	<b>\$ 1,851,111.55</b>



**THE GREATER LA**  
EDUCATION FOUNDATION

# Empowering Students: A Decade of Advancing Equity and Innovation for Greater LA

2019-2029



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  - iii. Advancing Digital Equity
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- b. Initiatives
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  - ii. LA County Mandated Supporter Program
  - iii. Diversity Educator Workforce
  - iv. New program development/Other Opportunities

## **4. Development**

- a. Fundraising Areas
  - i. Programs & Initiative Funds (Restricted Funds)
  - ii. Annual Fund (Unrestricted Funds)
  - iii. Signature Fund (Event/Program Sponsorships)
  - iv. LACOE Legacy Funds (Scholarships/Special Projects)
- b. Giving Categories
  - i. Foundation & Corporative Giving/Grants
  - ii. Major Gifts
  - iii. Employee Giving Program
- c. Donor Relations and Stewardship
  - i. Marketing and Communications
  - ii. Cultivation and data management

## **5. Financial Management**

- a. Budget/Accounting
  - i. Best practices and planning

- ii. Fund Summary Project (fund analysis)
- b. Grants Management
  - i. Pre-and post-award management
- c. Fiscal Sponsorship
  - i. Standardize policy, protocol, and procedures

**6. Organizational Development**

- a. Staff Alignment
  - i. Updated job descriptions and compensation packets
  - ii. Develop personal goals, metrics
- b. Board Development and Governance
  - i. Updated by-laws and committee structure
- c. Workplace Culture
  - i. Develop employee policies and practices
  - ii. Implement performance reviews
- d. Open a permanent foundation office and increase presence at the LACOE campus

**7. Roadmap**

<b>Phase</b>	<b>FY</b>	<b>Activity</b>	<b>Due Date</b>	<b>Team</b>
I	2020-2023	Review systems and identify areas for growth and innovation	FY23 Q4	Executive Leadership
II	2024-2026	Implement and execute the programs and systems that have been developed and planned.	FY24 Q4	Staff
		Develop fundraising campaign	FY25 Q2	Board and Executive Leadership
III	2027-2029	Launch fundraising campaign	FY30 Q4	All



TO: Board of Directors, Greater Los Angeles Education Foundation

FROM: Kerry Franco, President & Chief Deputy of Strategic Partnerships and Innovation

DATE: June 14, 2023

RE: Proposed Staff Reorganization

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The purpose of this memorandum is to provide recommendations for reorganizing staff at the Greater Los Angeles Education Foundation. Aimed to streamline our operations and maximize efficiency, I have identified a need to modify the foundation's staffing structure to better align with our strategic goals and adapt to the evolving philanthropic landscape.

### **BACKGROUND**

After carefully considering and evaluating our current staffing structure, I arrived at the ensuing recommendations. Since my arrival in June 2022, I have had various conversations and extended dialogue with individual staff members, the GLA leadership team, and LACOE staff, including LACOE cabinet members, representatives from human resources, personnel commission, and special projects. GLA staff also completed a scope of work survey and conducted a deep dive exercise in which we examined the foundation's activities and our work. I also engaged feedback from external community partners and Bridgespan's Leading for Impact program coaches.

The staff reorganization is directly related to the critical themes for GLA- **program alignment, financial management and planning, and organizational development**, which I identified in my initial assessment presented to the Board of Directors on August 1, 2022, and subsequently, November 17, 2022. As a result, the primary objectives of this reorganization are as follows:

1. **Enhance Efficiency**

By optimizing our team structure, we aim to improve collaboration, communication, and overall productivity. This reorganization will help us eliminate redundancies, minimize overlaps, and ensure clear lines of responsibility and accountability.

2. **Innovation and Growth**

For GLA to take its place at the regional education foundation in LA County, we must foster a culture of innovation and adaptability. The reorganization will enable us to create dedicated teams focused on advancing strategic goals and mission alignment, allowing us to stay ahead in the field, explore new opportunities, and drive future growth.

3. **Professional Development**

We recognize the importance of individual growth and career progression. The reorganization will allow our team to develop their skills, assume new responsibilities, and broaden their expertise. We are committed to supporting the growth and success of our staff.

## **RECOMMENDATIONS**

Beginning July 1, 2023 (FY2024), I recommend the following infrastructure:

### **1. Establish three departments of the Foundation.**

- a. President's Office
  - i. Responsible for providing strategic oversight, leadership, and management of the organization's day-to-day operations. This includes supporting board governance, leading fundraising initiatives, ensuring seamless communication and marketing efforts to ensure sustainability and long-term success, cultivating deeper relationships with LACOE and other key external partners, fostering a culture of excellence within the organizations, and promoting a positive and high-quality work environment.
- b. Programs and Development
  - i. Responsible for driving the strategic development and execution of the organization's focus areas and initiatives. This includes cultivating and managing a strong portfolio of funders and external partners, grant writing, program development, implementation and evaluations, and maintaining fruitful relationships.
- c. Finance and Operations
  - i. Responsible for ensuring the financial health and operational efficiency of the organization. This includes overseeing the organization's fiscal well-being by cultivating relationships with external auditors and financial service providers, providing oversight for organization agreements and documents, and managing human resources and legal affairs to ensure compliance with legal obligations, supporting the organization's overall success.

### **2. Organize staff by departments.**

- a. See Attached Proposed Organizational Chart

## **NEXT STEPS**

1. Ratify the FY24 Budget, which includes a budget line item for increased staffing expenses.
2. Develop new job descriptions with adjusted titles and updated compensation ranges.
3. Host a staff retreat in July 2024 focused on transition support. Comprehensive support may include training, individualized information regarding any changes to reporting lines, roles, or responsibilities and ongoing communication channels for questions.

## **CONCLUSION**

*“Develop organizational capability and continue the development of the infrastructure needed to support and promote the ongoing partnership with LACOE and with the community and private funders.”* - Desired outcome #2 in the GLA President position summary.

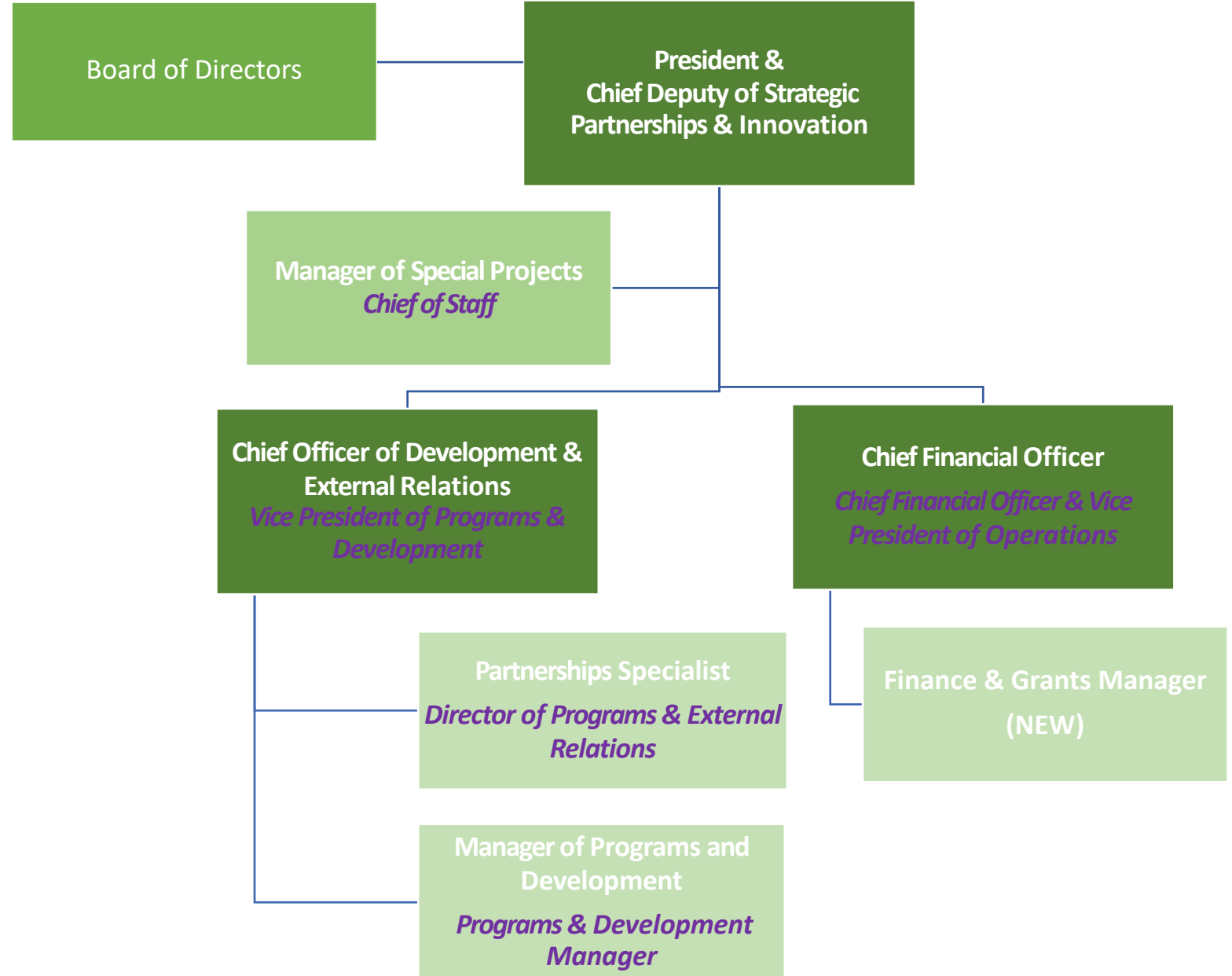
The support of GLA's Board of Directors coupled with a dynamic and dedicated staff, made it possible to envision the potential of this organization. I believe that this staff reorganization will position us to take our place as the regional education foundation for all of LA County and advance our support of LACOE and school districts to systematically achieve a positive impact to ensure all students can thrive.



THE GREATER LA  
EDUCATION FOUNDATION

## FY2024 Organizational Chart

*Proposed Titles*



**Memorandum of Understanding**  
***The Greater Los Angeles Education Foundation and the***  
***Los Angeles County Office of Education***

**Memorandum of Understanding**

This Memorandum of Understanding sets out the principles which will guide the activities of the Los Angeles County Office of Education (LACOE) and the Greater Los Angeles Education Foundation (GLA), together known as (PARTIES). The purpose of this collaboration is to advance mutual interest related to supporting Los Angeles County educators, students and the communities we serve and solidify GLA's role as the premier philanthropic partner of LACOE and the schools served throughout the county.

**Needs and Programmatic Alignment**

LACOE and GLA are committed to working together to advance projects and initiatives aligned with their respective organizational missions. These efforts will recognize and utilize LACOE and GLA's content expertise, regional leadership, relationships with LEAs, relationships with external philanthropic, nonprofit, and corporate partners.

The PARTIES may partner on Projects identified, and agreed by PARTIES, to have the potential to yield resources that can be leveraged on behalf of LACOE's and GLA's priorities. GLA's capacity as a fiscal sponsor, project manager, and liaison with external partners is intended to serve as a resource for LACOE.

Examples of shared projects include, but are not limited to, holding regional events, engaging consultants to support efforts like grant writing and resource development, or coordinating sponsorship opportunities for LACOE events or other strategies.

**Roles and Responsibilities**

LACOE and GLA will collaborate through four (4) primary models, which include event sponsorship, consulting and contract services, fiscal sponsorship, and program & grants management. Nothing herein shall be construed as a limitation on LACOE's ability to receive direct donations from donors or a requirement that gifts to LACOE be donated through the Foundation. In the event that LACOE receives a donation or gift directly from a donor, GLA shall not be entitled to assess a fee on such donation, and GLA shall not be required to perform any services in connection with such donation.

Anticipated roles and responsibilities include, but are not limited to:

**1) Event Sponsorship**

GLA may provide LACOE staff with financial resources to augment expenses for the design, planning, or implementation of academic and well-being events and critical engagement

opportunities for LA County's educators and students throughout the year. An annual budget will be jointly developed by the PARTIES by January 30, prior to the start of each new fiscal year. This budget will determine the sponsored events as well as the total fundraising goals for the calendar year agreed upon by the PARTIES. While GLA does not expect this will occur, should GLA be unable to reach the total funding goal for the year as outlined in the annual budget, GLA reserves the right to adjust down the total fundraising goal to conform with the funding raised. GLA will lead the identification, solicitation, and stewardship of all sponsorship donors identified by GLA. GLA will charge an administrative fee to cover operating costs to be paid by the sponsorship donors. This administrative fee will be budgeted into the fundraising total and not interfere with LACOE's requested funds.

## **2) Consulting and Contract Services**

GLA may, when authorized by LACOE, consult and contract services with outside partners on behalf of LACOE. A scope of work and contract, as appropriate, will be developed for each project to ensure all work is focused and related to meeting needs that the PARTIES cannot individually meet. A separate statement of work (SOW) will be mutually created for each contract. Contractors, where applicable, will be engaged through GLA's regular contracting process. In its function as the contracting agency, GLA will process all payments and may support planning, operation, and management as required. GLA will charge an administrative fee.

## **3) Fiscal Sponsorship**

GLA may provide fiscal sponsorship services to support projects, initiatives, or programs identified and secured by a LACOE department that cannot be awarded directly to LACOE. This model is only established when all other direct payment options to LACOE have been investigated and exhausted. Under the fiscal sponsorship model, GLA will provide fiduciary oversight of the project's, initiative's, or program's activities and disbursements for charitable purposes. GLA will work with LACOE to coordinate with vendors, sub-recipients, contractors, or other LACOE departments to allocate funds to fulfill all program goals and priorities in alignment with the approved grant budget. As a fiscal sponsor, GLA retains discretion and control over the funds and will make payments to support the sponsored project. GLA will charge an administrative fee.

## **4) Program and Grant Management**

The PARTIES will collaborate to identify external funding opportunities for shared projects, initiatives, or programs. The PARTIES will assess funding viability and alignment with priorities and determine lead agency and therefore, lead applicant, on the proposal and budget development. The lead agency will be responsible for all grant writing efforts, program implementation, and fund administration. The funds will be managed in accordance with the approved program budget. Where GLA is the lead agency, administrative fees will be assessed as provided by this MOU and in accordance with the terms and conditions of the funding source.

LACOE will be the lead applicant on all government sponsored grant opportunities with the exception of opportunities whose grant eligibility requires 1) applicants with 501(c)(3)/nonprofit status or 2) as determined to be beneficial by LACOE .

### **Operations**

As listed in a mutually-agreed upon scope of work (SOW), prior to incursion of costs, costs incurred by GLA on behalf of LACOE may be subject to reimbursement to GLA. A separate SOW for each project will be developed to determine roles, responsibilities, and fees. Such costs may include engaging professional services and providing support for community-based organizations or education agencies as defined in each scope of work.

### **Segregation of Entities**

To ensure appropriate segregation of the organizations:

- GLA should no longer have or use LACOE email addresses.
- Websites, domain, computer devices, software, Zoom, and telephone licenses, should be owned and separately procured by GLA.
- All use of LACOE facilities will be assessed utilization fees. This includes reprographics, copier, facility space, etc.
- Any initial purchases for websites, domain, computer devices, software, Zoom, and telephone license start-up should be transferred to GLA and assessed reimbursement, if applicable.
- Any technical support needs such as cybersecurity, troubleshooting, staffing support from Technology Services will also be assessed a fee and documented in a SOW.

Operational Fees will be assessed annually by LACOE's Chief Financial Officer on behalf of the organization.

### **LACOE Administrative Fees**

Applicable LACOE Grants Management and Indirect rates will be applied to all grants in which LACOE is the lead agency or has any reporting requirements.

### **GLA Administrative Fees**

GLA administrative fees will be established and signed off by PARTIES in a separate SOW prior to the commencement of work. As determined by need, fees can be waived or include a flat fee by mutual agreement. For the term of this agreement, LACOE preferred administrative fees are as follows:



Sponsorship Support Fee:	Maximum 10
Consulting & Contracts Fee:	Maximum 2%
Fiscal Sponsorship Administration Fee:	Maximum 6%
Program and Grants Management for GLA- led grants:	Maximum 10%
Program and Grants Management for LACOE- led grants:	Not applicable

**Payment**

GLA and/or LACOE will provide invoices quarterly (or as required) and separated by each project along with other supporting paperwork, to the other party. Invoicing will be provided within 15 days of quarter-end. Correspondence shall be sent to the following addresses:

For LACOE:  
 Los Angeles County Office of Education  
 Attention: Chief Financial Officer  
 9300 Imperial Highway  
 Downey, CA 90242

For GLA:  
 GREATER LOS ANGELES EDUCATION FOUNDATION  
 9300 Imperial Highway, EC 106  
 Downey, CA 90242-2890

**Fiscal Transparency & Reporting**

PARTIES agree that full fiscal transparency and timely reporting is an important component of the relationship. To achieve such goal, the parties shall comply with the following:

- a. GLA shall provide a current copy of the 501(c)(3) letter to LACOE .
- b. GLA shall approve an annual budget by June 30, prior to the start of each fiscal year.
- c. Within 30 days of approval, the GLA annual budget will be posted on the GLA website and copy forwarded to LACOE.
- d. GLA shall prepare quarterly financial reports and copy LACOE within 30 days of period end.
- e. GLA shall provide Audited Financial Statements and Tax Returns within 90 days of its year end. Audited Financial Statements and Tax Returns shall be posted on the GLA website and copy forwarded to LACOE.

- f. Within 90 days following the conclusion of each fundraising event/campaign/fee-based program, a financial event report (with revenue and expense details) shall be forwarded to LACOE.
- g. At least quarterly, a GLA representative shall provide an update of fundraising, goals and other activities at a regularly scheduled LACOE cabinet meeting, unless otherwise necessary or requested.

## **Communications**

PARTIES work jointly on a variety of activities. It is vital that communication between PARTIES, both formally and informally, is carried out clearly, efficiently and in a spirit of cooperation. It is also important that communication to the media and the public concerning joint activities is developed cooperatively and accurately. Following is the policy governing formalized communications and media.

Policy:

- a. All press releases, media inquiries or other prepared/written communications with the press concerning joint activities will be reviewed and approved in writing by both PARTIES prior to release. This does not apply to voice interviews and media requests for comments.
- b. At no time shall members of GLA staff, Board or committees represent themselves as speaking on behalf of LACOE to the press or community at large unless requested to do so in writing by LACOE.
- c. At no time shall LACOE staff represent themselves as speaking on behalf of GLA to the press or community at large unless requested to do so by GLA.
- d. All media and marketing plans related to joint activities must be developed cooperatively by designated representatives of both parties.

## **Advocacy and Endorsement**

State and Federal budget cuts and changes in educational policy dramatically impact LACOE budget and programming. These factors also play a large role in determining the level of support expected from private resources through GLA. LACOE has a vested interest in ensuring that lobbying and advocacy strategies are coordinated, consistent and effective in achieving a positive benefit for LACOE's stakeholders. Following is the policy on lobbying and advocacy activities.

Policy:

- a. Any advocacy conducted by GLA to achieve a positive benefit for LACOE shall be limited to issues of public policy related to education or education finance issues/policy.
- b. GLA, as a 501(c)(3) organization, is strictly prohibited from participating in campaigns and will not endorse any candidate for any elective office.

**TERM**

This MOU will be in effect until otherwise revoked or amended.

**Amendment to this Memorandum of Understanding**

The partners may mutually agree to amend this Memorandum of Understanding, provided that they support the amendment's incorporation into this document.

**1) Signatures**

**Los Angeles County Office of Education**

**Greater Los Angeles Education Foundation**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**GLA & LACOE Project Statement of Work (SOW)**

Project Title: \_\_\_\_\_

Project Type and GLA Administrative Charges:

- |  |                                  |
|--|----------------------------------|
| <input type="checkbox"/> Sponsorship Support (maximum 10%)           | Percentage or Flat Rate \$ _____ |
| <input type="checkbox"/> Consulting & Contract Services (maximum 2%) | Percentage or Flat Rate \$ _____ |
| <input type="checkbox"/> Fiscal Sponsorship (maximum 6%)             | Percentage or Flat Rate \$ _____ |
| <input type="checkbox"/> Program & Grant Management (maximum 10%)    | Percentage or Flat Rate \$ _____ |

Description

**1) Signatures**

**Los Angeles County Office of Education**

**Greater Los Angeles Education Foundation**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



**Greater Los Angeles Education Foundation**  
 FY24 Proposed Budget

	<b>FY23 Budget</b>	<b>FY24 Budget</b>
<b>Revenue</b>		
4100 Restricted Contributions	1,635,375	2,502,150
4200 Unrestricted Contributions	350,020	400,020
4300 Admin Fees (Unrestricted)	164,247	267,017
4700 Event Revenue	162,000	425,000
4900 Inkind Contributions	20,000	20,000
<b>Total Revenue</b>	<b>2,331,642</b>	<b>3,614,187</b>
<b>Expenditures</b>		
5000 Salaries and Related Expenses	877,311	963,543
5200 Inkind Expenses	20,000	20,000
6010 Books & Publications	300	300
6100 Grant Disbursements	923,000	940,000
6280 Foundation Events	52,500	67,500
6290 Event Sponsorship	95,000	375,000
6300 Participant Incentives	24,100	95,600
6410 Office Space	8,000	25,000
6430 Office Supplies		8,000
6550 Computers/Software	28,000	28,000
7000 Contracted Services	217,900	541,500
7110 Printing and Copying	2,500	22,500
7120 Dues/Memberships/Subscriptions	6,000	10,000
7130 Postage/Delivery	1,000	1,000
7140 Telephone	5,000	7,500
7150 Website	2,000	2,000
7200 Professional Services	507,272	659,272
7250 Marketing & Communication	3,000	3,000
7275 Promotional Supplies		0
7300 Conference/ Meetings	15,000	404,250
7400 Travel	14,063	15,000
7600 Insurance	11,000	11,000
7710 Registration, License & Permits	1,000	1,000
7760 Bank Fees	1,500	1,500
<b>Total Expenditures</b>	<b>2,815,445</b>	<b>4,202,465</b>
<b>Net Revenue</b>	<b>(483,803)</b>	<b>(588,278)</b>



## Program Update

### Upcoming Events

- **June 29:** LA College Accelerator Network (LA-CAN) Convening
- **July and August:** Expanded Learning and Enrichment Portal focus groups for district leaders, community-based organizations, and parent organizing groups, among others.
- **August 10:** Young Innovators Accelerator Program Final Pitch Competition
- **September 22:** LA County Teachers of the Year Awards Banquet
- **October 26:** Philanthropy Summit
- **October 27:** LA County Superintendents' Collaborative Conference

### Program Focus Areas

#### Advancing Digital Equity

- Antelope Valley Boys and Girls Club, selected as part of the first cohort of grantees for a Teen Tech Center using ARP dollars, began construction in April and are expecting to wrap up construction by the end of June. Using the staffing grant, they hired a full-time staff member for the space and are planning a soft opening to provide programming this summer. They will be our first Teen Tech Center funded by ARP money to open.
- GLA has received a \$325,000 grant to fund the Teen Tech Center at Camp Kilpatrick.
- In partnership with the Annenberg Foundation, GLA is launching the Young Innovators Accelerator program on June 20 at three open Teen Tech Centers. As part of the program, students will create teams and develop and pitch their own business ideas over eight weeks this summer. The final pitch competition will take place on August 10 at Spotify. Winners and participants will win scholarship or seed money. We hope the pilot program can serve as a launching pad as we work towards opening all 12 Teen Tech Centers in the County.
  - GLA is recruiting entrepreneurs and leaders in the tech industry as guest speakers and coaches throughout the program, so that students have real access to industry experts and the ability to learn from them.

#### College Access and Career Pathways

- GLA is hosting the final Los Angeles College Accelerator Network (LA-CAN) convening on June 29 at East Los Angeles College. At the convening, network teams will explore key regional and national resources to address critical pain points in dual enrollment implementation and partnership development, elevate and celebrate systemic Dual Enrollment wins across the region, and engage in a strategy session with ELAC leadership. The June convening will be the culmination of the two-year network focused on strengthening district and community college dual enrollment partnerships and expanding equitable access to high-quality dual enrollment and advising supports.
- GLA will be releasing the "Los Angeles County Toolkit to Equity-Centered Dual Enrollment Partnerships" in August. The toolkit is a collection of tools and resources



assembled by LA County leaders for school, district, and college practitioners and administrators to gain a better understanding of how to begin, maintain, and continuously improve high-quality and equitable dual enrollment partnerships and programs. A near-final draft of the toolkit can be seen [here](#).

- With development of the toolkit and the network wrapping up its activities, GLA is exploring potential regional dual enrollment strategies and areas of support for the next phase of the work. GLA is currently developing a communications campaign – intended to complement LACOE’s dual enrollment and CTE efforts - to promote best practices, expand access, and center the toolkit.

### **Expanded Learning, Enrichment, and District Partnerships**

- GLA has been working with LA STEM, Expand LA, GPSN, and Annenberg Learner to develop the LA Enrichment Hub, a comprehensive Digital Portal with the goal to connect district and school leaders, educators, and families to the rich and growing field of expanded learning, enrichment and out-of-school learning time providers in Los Angeles County. The first phase will be done on June 16, providing the group with a framework to share with district leaders & focus groups.
- GLA is planning to host several focus groups, throughout July and August, for various stakeholders to get their feedback on the first phase of the platform. The insight gained from the focus groups will inform the work for phase two of the platform.
- The Summer Passport program is in motion – all school districts within Supervisorial District 5 are invited to apply for two buses for a field trip this summer. GLA has also created a list of dynamic field trip locations throughout the County. Field trips will take place during the month of July.

### **Mandated Reporter Training**

- GLA is working with partners to coordinate focus groups with educator mandated reporters to get a sense of current training and identify areas for additional support. Focus groups for families and youth will be hosted later this summer.

### **LACOE Community Schools**

- GLA is part of LACOE’s Regional Technical Assistance Center (RTAC)
- Both new positions that were available through GLA’s support for the community school expansion have been filled.
- GLA is working with LACOE to develop a grantmaking strategy for Community Schools that are participating in the community of practice offered through the RTAC, as well as aligned communication support and the continued development of the LA County community school hub, offering data and performance information.





**Board of Directors Meeting Calendar  
2023-24**

<b>MEETING</b>	<b>DAY</b>	<b>DATE</b>	<b>TIME</b>	<b>LOCATION</b>
<b>EXECUTIVE COMMITTEE MEETING</b>	Thursday	Sept. 7, 2023	1:30 pm - 2:30 pm	LACOE, 9300 Imperial Hwy, Downey 90242
<b>BOARD OF DIRECTORS MEETING</b>	Wednesday	Sept. 20, 2023	2:30 pm - 4:30 pm	LACOE, 9300 Imperial Hwy, Downey 90242
<b>EXECUTIVE COMMITTEE MEETING</b>	Monday	Nov. 27, 2023	1:30 am - 2:30 pm	LACOE, 9300 Imperial Hwy, Downey 90242
<b>BOARD OF DIRECTORS MEETING</b>	Wednesday	Dec. 13, 2023	2:30 pm – 4:30 pm	LACOE, 9300 Imperial Hwy, Downey 90242
<b>EXECUTIVE COMMITTEE MEETING</b>	Wednesday	Feb. 14, 2024	2:30 pm – 3:30 pm	LACOE, 9300 Imperial Hwy, Downey 90242
<b>ANNUAL MEETING</b>	Thursday	Feb. 29, 2024	Full Day	LACOE, 9300 Imperial Hwy, Downey 90242
<b>EXECUTIVE COMMITTEE MEETING</b>	Wednesday	June 5, 2024	2:30 pm – 3:30 pm	LACOE, 9300 Imperial Hwy, Downey 90242
<b>BOARD OF DIRECTORS MEETING</b>	Wednesday	June 19, 2024	2:30 pm – 4:30 pm	LACOE, 9300 Imperial Hwy, Downey 90242