



## Magnolia Public Schools

### Regular Board Meeting

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#### Date and Time

Thursday August 8, 2019 at 7:00 PM PDT

#### Location

MPS Home Office 250 E. 1st St. Ste. 1500 (15th Floor) Los Angeles, CA 90012

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Access to the Board Meeting: Any interested parties or community members from remote locations may attend the meeting at the following school sites or the addresses where Board Members are joining from:

By dialing into; 1.844.572.5683 Code: 1948435

- MSA-SD 6525 Estrella Ave. San Diego, CA 92120 (Dr. Salih Dikbas)
- 1363 Ridgecrest Rd Pinole, CA 94564 (Mr. Serdar Orazov)

In compliance with the Americans with Disabilities Act (ADA) and upon request, Magnolia Public Schools may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the MPS central office. If you need special assistance to attend the meeting, please notify Barbara Torres at (213) 628-3634 x100 48 hours before the meeting to make arrangements.

Any public records relating to an agenda item for an open session which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 250 East 1st Street Ste 1500 Los Angeles, CA 90012.

#### Board Members:

Dr. Saken Sherkhanov, Chair  
Mr. Haim Beliak, Vice-Chair  
Ms. Diane Gonzalez  
Ms. Sandra Covarrubias  
Dr. Umit Yapanel  
Mr. Serdar Orazov  
Dr. Salih Dikbas  
Mr. Shohrat Geldiyev

CEO & Superintendent:  
Mr. Alfredo Rubalcava

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#### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>07:00 PM</b>
<b>A. Call the Meeting to Order</b>			1 m

<b>B. Record Attendance and Guests</b>			1 m
<b>C. Pledge of Allegiance</b>			1 m
<b>D. Approval of Agenda</b>	Vote		1 m
<b>E. Public Comments</b>			5 m
<b>F. Communications: Board/Superintendent</b>			5 m
<b>G. Approval of July 18, 2019 Regular Board Meeting Minutes</b>	Approve Minutes		
Approve minutes for Regular Board Meeting on July 18, 2019			
<b>H. Approval of July 18, 2019 Special AdHoc Committee Board Meeting Minutes</b>	Approve Minutes		
Approve minutes for Special AdHoc (Facility) Committee Meeting on July 18, 2019			
<b>I. Approval of July 30, 2019 Special Board Meeting Minutes</b>	Approve Minutes		
Approve minutes for Special Board Meeting on July 30, 2019			
<b>II. Action Items</b>			<b>07:14 PM</b>
<b>A. Approval of MSA-8 Additional Staff Member- Interventionist Coach</b>	Vote	Jason Hernandez	5 m
<b>B. Approval of MOU for Teacher Internship Programs at CSULA and University of Redlands with MSA-8</b>	Vote	Jason Hernandez	5 m
<b>C. Approval of Use of Reserves for MSA-3 Textbooks Purchase</b>	Vote	Shandrea Daniel	5 m
<b>D. Approval of College Board as an Approved Vendor</b>	Vote	Erdinc Acar	3 m
<b>E. Approval of Revisions to 2019-20 Adopted Budget</b>	Vote	Nanie Montijo	10 m
<b>F. Approval of Resolution for MSA-SA Gym Name in Recognition of Former Board Member</b>	Vote	Alfredo Rubalcava	3 m
<b>G. Approval to add One (1) Special Education Assistant Coordinator at MSA-3</b>	Vote	Shandrea Daniel	5 m
<b>H. Approval to Appoint Facility/Audit Committee Chair</b>	Vote	Alfredo Rubalcava	5 m
<b>III. Information/Discussion Items</b>			<b>07:55 PM</b>
<b>A. Upcoming Board Membership Renewals and Recruitment Efforts</b>	FYI	Alfredo Rubalcava	5 m
<b>B. Facilities Updates</b>	FYI	Patrick Ontiveros	10 m
<b>IV. Closed Session Items</b>			<b>08:10 PM</b>
<b>A. Public Announcement of Closed Session</b>	FYI	Saken Sherkhonov	1 m
<b>B. Conference with Legal Counsel-Potential Litigation- Two Matters</b>	Discuss	Patrick Ontiveros	15 m
<b>C. Report Out From Closed Session</b>	FYI	Saken Sherkhonov	1 m
<b>V. Closing Items</b>			<b>08:27 PM</b>
<b>A. Adjourn Meeting</b>	Vote		

# Cover Sheet

## Approval of July 18, 2019 Regular Board Meeting Minutes

**Section:** I. Opening Items  
**Item:** G. Approval of July 18, 2019 Regular Board Meeting Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Regular Board Meeting on July 18, 2019



## Magnolia Public Schools

### Minutes

#### Regular Board Meeting

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**Date and Time**

Thursday July 18, 2019 at 6:00 PM

**Location**

MPS Home Office: 250 E. 1st St. Ste. 1500 Los Angeles, CA 90012 (15th Floor)

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Board Members who participated remotely joined from the following locations:

- MSA-SA 2840 W. 1st., Santa Ana, CA 92703 (Mr. Shohrat Geldiyev)
- 1363 Ridgcrest Rd Pinole, CA 94564 (Mr. Serdar Orazov)

Board Members:

Dr. Saken Sherkhanov, Chair  
Mr. Haim Beliak, Vice-Chair  
Dr. Umit Yapanel  
Mr. Serdar Orazov  
Dr. Salih Dikbas  
Ms. Diane Gonzalez  
Ms. Charlotte Brimmer  
Ms. Sandra Covarrubias  
Mr. Shohrat Geldiyev

CEO & Superintendent:

Mr. Alfredo Rubalcava

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**Directors Present**

C. Brimmer, D. Gonzalez, H. Beliak, S. Covarrubias, S. Geldiyev (remote), S. Orazov (remote), S. Sherkhanov, U. Yapanel

**Directors Absent**

S. Dikbas

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**Directors Left Early**

S. Orazov

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## I. Opening Items

### A. Call the Meeting to Order

S. Sherkhanov called a meeting of the board of directors of Magnolia Public Schools to order on Thursday Jul 18, 2019 @ 6:30 PM at MPS Home Office: 250 E. 1st St. Ste. 1500 Los Angeles, CA 90012 (15th Floor).

### B. Record Attendance and Guests

Refer to attendance information stated above.

### C. Pledge of Allegiance

B. Torres, MPS Board Secretary, led the Pledge of Allegiance.

### D. Approval of Agenda

H. Beliak made a motion to approve the agenda as presented.

C. Brimmer seconded the motion.

The board **VOTED** unanimously to approve the motion.

U. Yapanel, S. Covarrubias were absent for this vote.

### E. Public Comments

C. Brimmer, MPS Board Member, announced that she will be recognized as Democrat of the Year. She also informed the board of her participation in the National Charter School Conference. No other public comments were made.

### F. Communications: Board/Superintendent

A. Rubalcava, MPS CEO & Superintendent updated the Board on Assembly Bill 1505 and 1507 as they relate to charter schools. Board Members had questions which were addressed. There were no other communications in this section.

### G. Approval of June 13, 2019 Regular Board Meeting Minutes

C. Brimmer made a motion to approve minutes from the Regular Board Meeting on 06-13-19.

H. Beliak seconded the motion.

The board **VOTED** to approve the motion.

#### Roll Call

S. Orazov	Aye
S. Geldiyev	Aye
S. Dikbas	Absent
U. Yapanel	Absent
S. Sherkhanov	Aye
D. Gonzalez	Aye
S. Covarrubias	Abstain
H. Beliak	Aye
C. Brimmer	Aye

### H. Approval of June 17, 2019 Special AdHoc Committee Board Meeting Minutes

C. Brimmer made a motion to approve minutes from the Special Ad-Hoc and Facility Committee Meeting on 06-17-19.

H. Beliak seconded the motion.

The board **VOTED** to approve the motion.

#### Roll Call

- S. Covarrubias Abstain
- U. Yapanel Absent
- H. Beliak Aye
- S. Geldiyev Aye
- D. Gonzalez Aye
- C. Brimmer Aye
- S. Sherkhanov Aye
- S. Dikbas Absent

**I. Approval of June 24, 2019 AdHoc Committee Board Meeting Minutes**

C. Brimmer made a motion to approve minutes from the Special Ad-Hoc (Facility) Committee Meeting on 06-24-19.

H. Beliak seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

- S. Sherkhanov Aye
- H. Beliak Aye
- S. Covarrubias Abstain
- U. Yapanel Absent
- C. Brimmer Aye
- S. Geldiyev Aye
- D. Gonzalez Aye
- S. Dikbas Absent
- S. Orazov Aye

**J. Approval of June 28, 2019 Special Board Meeting Minutes**

C. Brimmer made a motion to approve minutes from the Special Board Meeting on 06-28-19.

H. Beliak seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

- D. Gonzalez Aye
- S. Sherkhanov Aye
- U. Yapanel Absent
- S. Covarrubias Abstain
- H. Beliak Aye
- S. Geldiyev Aye
- S. Dikbas Absent
- C. Brimmer Aye
- S. Orazov Aye

**II. Closed Session Items**

**A. Public Announcement of Closed Session**

S. Sherkhanov, MPS Board Chair, announced that the board would be going into Closed Session to discuss three matters as stated on the agenda.

**B. REINSTATEMENT OF PUPIL Case No. 2018001**

The board discussed this item in Closed Session.

**C. Update on Pupil Discipline Matter**

The board discussed this item in Closed Session.

**D. Conference with Legal Counsel-Potential Litigation- Three Matters**

The board discussed this item in Closed Session.

**E. Report Out From Closed Session**

S. Sherkhonov, MPS Board Chair, announced that the board had discussed the Closed Session items but had no actions to report out.

**III. Action Items**

**A. Approval of the Winning Bid for the Human Capital Management System (HCMS)**

S. Acar, MPS Chief Operations Officer, presented this item to the Board. He explained the RFP and evaluation process and addressed all questions. S. Orazov, MPS Board Member, gave his feedback on the vendors he was familiar with. This item was previously presented in the June Board meeting, all questions were addressed.

S. Sherkhonov made a motion to approve Paycom and the Human Capital Management System (HCMS) of MPS for up to 5 fiscal years, unless contract is terminated, starting from July 1st 2019.

C. Brimmer seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

S. Orazov Aye  
S. Dikbas Absent  
S. Covarrubias Aye  
H. Beliak Aye  
S. Sherkhonov Aye  
D. Gonzalez Aye  
S. Geldiyev Aye  
U. Yapanel Aye  
C. Brimmer Aye

**B. Approval of MSA-San Diego 6th Grade Camp Agreement**

S. Orazov left early.

E. Acar, MPS Chief Academic Officer, explained the camp agreement between MSA-San Diego (MSA-SD) and San Diego County of Education (SDCOE). He briefly stated what the camp consists of and stated that MSA-SD has been in this collaboration for five years. All questions were addressed.

S. Sherkhonov made a motion to grant approval to Alfredo Rubalcava, CEO & Superintendent, to sign the 6th grade camp agreement between MSA- San Diego and San Diego County of Education.

C. Brimmer seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

D. Gonzalez Aye  
C. Brimmer Aye  
S. Orazov Absent  
S. Geldiyev Aye  
S. Sherkhonov Aye  
S. Covarrubias Aye  
U. Yapanel Aye  
S. Dikbas Absent  
H. Beliak Aye

**C. Approval of Master Contract for a Non Public School Placement for MSA- San Diego**

E. Acar, MPS Chief Academic Officer, presented this item to the Board. He briefly explained the need for the agreement and addressed all questions.

U. Yapanel made a motion to approve \$45,784.20 for the purpose of funding a Non-Public Placement for a student at MSA- San Diego.

H. Beliak seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

S. Sherkhanov Aye  
S. Orazov Absent  
S. Covarrubias Abstain  
U. Yapanel Aye  
H. Beliak Aye  
C. Brimmer Aye  
S. Geldiyev Aye  
D. Gonzalez Aye  
S. Dikbas Absent

**D. Approval of Intra-Organizational Loan to MSA-San Diego**

N. Montijo, MPS Chief Financial Officer, presented the intra-organizational loan item to the Board and explained that it would be used on an as-needed basis. All questions were addressed.

U. Yapanel made a motion to authorize a temporary intra-organizational loan not to exceed \$300,000 (or less, as needed) to meet the cash requirement for MSA-San Diego (MSA-SD) to fund payroll and other operating expenses.

H. Beliak seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

C. Brimmer Aye  
S. Sherkhanov Aye  
S. Orazov Absent  
H. Beliak Aye  
S. Covarrubias Abstain  
S. Dikbas Absent  
D. Gonzalez Aye  
U. Yapanel Aye  
S. Geldiyev Aye

**E. Approval to Use Reserves to Pay Chromebooks for MSA-1,4,5,8 and Santa Ana**

N. Montijo, MPS Chief Financial Officer, informed the Board about the Chromebooks purchase from 2018-19 that had to be paid out of reserves. She went over standard accounting practices on late shipments and explained the budget implications. All questions were addressed.

H. Beliak made a motion to the use of long-term reserve funds (MSA 1, MSA 4, MSA 5, MSA 8, MSA SA) to pay for Chromebooks ordered in June and received in July, 2019.

S. Covarrubias seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

S. Orazov Absent  
S. Sherkhanov Aye  
D. Gonzalez Aye  
U. Yapanel Aye  
S. Dikbas Absent  
H. Beliak Aye  
C. Brimmer Aye  
S. Geldiyev Aye  
S. Covarrubias Aye

**IV. Information/Discussion Items**



**A. Oversight Authorizer Reports & Update on LAUSD Actions, Plans, Steps & Timeline for Fiscal Benchmarks**

D. Yilmaz, MPS Chief Accountability Officer, reported out on authorizer oversight reports to the Board. He went over the LAUSD visit ratings for designated schools and talked about possible improvements. N. Montijo, MPS Chief Financial Officer, gave the Board an update on the fiscal benchmarks and how those have been addressed. The Board congratulated staff for their good scores and comments on the oversight reports. All questions were addressed.

**B. Academic Update**

E. Acar, Chief Academic Officer, gave an in-depth presentation to the Board regarding academic programs, activities and events. He informed them about the progress toward school and organization wide goals, preliminary state testing results and end of year summary of activities.

**C. Enrollment Update**

A. Rubalcava, MPS CEO & Superintendent, gave a brief enrollment update to the Board.

**D. 2018-19 Larson Communications End of Year Report**

A. Rubalcava, MPS CEO & Superintendent, gave the Board an overview of Larson Communication's role with Magnolia, he told them to refer to the written report for more details.

**E. Financial Update- May 2019**

N. Montijo, MPS Chief Financial Officer, briefly went over the updated financials and addressed all questions.

**F. Facilities Updates**

P. Ontiveros, MPS General Counsel and Facilities Director, gave an update on the ongoing facility projects.

**G. Update on Senate Bill 126 as it Relates to Magnolia Public Schools**

B. Torres, MPS Board Secretary, updated the Board on the details behind Senate Bill 126 and explained how Magnolia Public Schools would have to adjust some of their practices due to the new regulations. She stated that more updates would follow in future Board meetings before the bill takes affect.

**V. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:24 PM.

Respectfully Submitted,  
S. Sherkhonov

# Cover Sheet

## Approval of July 18, 2019 Special AdHoc Committee Board Meeting Minutes

**Section:** I. Opening Items  
**Item:** H. Approval of July 18, 2019 Special AdHoc Committee Board Meeting Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Special AdHoc (Facility) Committee Meeting on July 18, 2019



## Magnolia Public Schools

### Minutes

#### Special AdHoc (Facility) Committee Meeting

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**Date and Time**

Thursday July 18, 2019 at 5:45 PM

**Location**

MPS Home Office: 250 E. 1st St. Suite 1500 (15th floor) Los Angeles, CA, 90012

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**MPS Ad-Hoc Committee Members:**

Mrs. Charlotte Brimmer, Chair

Dr. Umit Yapanel

Mr. Haim Beliak

Dr. Salih Dikbas

Dr. Saken Sher Khanov (Alternate)

**CEO & Superintendent:**

Mr. Alfredo Rubalcava

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**Committee Members Present**

C. Brimmer, H. Beliak, U. Yapanel

**Committee Members Absent**

S. Dikbas, S. Sher Khanov

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**I. Opening Items**

**A. Call the Meeting to Order**

C. Brimmer called a meeting of the Ad-Hoc Committee committee of Magnolia Public Schools to order on Thursday Jul 18, 2019 @ 6:13 PM at MPS Home Office: 250 E. 1st St. Suite 1500 (15th floor) Los Angeles, CA, 90012.

**B. Record Attendance and Guests**

Please refer to attendance information stated above.

**C. Public Comments**

There were no public comments.

**D. Approval of Agenda**

H. Beliak made a motion to approve the agenda.

C. Brimmer seconded the motion.

The motion did not carry.

**II. Action Items**

**A. Approval of MSA-7 Restroom Renovation Capital Improvement Project Financed by CSFIG Funds**

P. Ontiveros, MPS General Counsel and Facilities Director, informed the committee members that this item had been previously presented to them but since then there had been a change in vendor because the previous vendor was no longer able to do the work. C. Brimmer, Committee Chair, mentioned she knew the vendor's work and agreed that this was a good vendor for the job. All questions were addressed.

C. Brimmer made a motion to approve a expenditure of CSFIG funds to add up to one (1) new staff restrooms, renovate an existing staff restroom, and renovate the remaining student restrooms at Magnolia Science Academy 7 Northridge (the "Project") at a cost of approximately \$96,412 and that Parker Brown, Inc. (License #689613) or such other contractor as Staff may be deem qualified and able to complete the Project under the budget and time constraints for the Project.

H. Beliak seconded the motion.

The committee **VOTED** unanimously to approve the motion.

**Roll Call**

S. Dikbas	Absent
U. Yapanel	Aye
H. Beliak	Aye
S. Sherkhanov	Absent
C. Brimmer	Aye

**III. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:24 PM.

Respectfully Submitted,  
C. Brimmer

# Cover Sheet

## Approval of July 30, 2019 Special Board Meeting Minutes

**Section:** I. Opening Items  
**Item:** I. Approval of July 30, 2019 Special Board Meeting Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Special Board Meeting on July 30, 2019



## Magnolia Public Schools

### Minutes

#### Special Board Meeting

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**Date and Time**

Tuesday July 30, 2019 at 7:00 PM

**Location**

Teleconference Dial:1.844.572.5683 Code: 1948435

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Board members participated remotely from the following locations:

- MSA-SA 2840 W. 1st., Santa Ana, CA 92703 (Mr. Shohrat Geldiyev)
- MSA-SD 6525 Estrella Ave. San Diego, CA 92120 (Dr. Salih Dikbas)
- 1363 Ridgecrest Rd Pinole, CA 94564 (Mr. Serdar Orazov)
- 7401 Madora Ave. Winnetka, CA 91306 (Ms. Sandra Covarrubias)
- UCLA- 673 Boyer Hall, 611 Charles Young Dr. East, Los Angeles, CA 90095 (Dr. Saken Sherkhanov)
- 9715 Lockford St. LA, CA 90035 (Mr. Haim Beliak)
- 5113 Babette Ave. Los Angeles, CA 90066 (Ms. Diane Gonzalez)

**Board Members:**

Dr. Saken Sherkhanov, Chair  
Mr. Haim Beliak, Vice-Chair  
Dr. Umit Yapanel  
Mr. Serdar Orazov  
Dr. Salih Dikbas  
Ms. Diane Gonzalez  
Ms. Sandra Covarrubias  
Mr. Shohrat Geldiyev

**CEO & Superintendent:**

Mr. Alfredo Rubalcava

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**Directors Present**

D. Gonzalez (remote), H. Beliak (remote), S. Covarrubias (remote), S. Dikbas (remote), S. Geldiyev (remote), S. Orazov (remote), S. Sherkhanov (remote)

**Directors Absent**

U. Yapanel

**Directors Left Early**

S. Geldiyev

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**I. Opening Items**

**A. Call the Meeting to Order**

S. Sherkhanov called a meeting of the board of directors of Magnolia Public Schools to order on Tuesday Jul 30, 2019 @ 7:04 PM at Teleconference Dial:1.844.572.5683 Code: 1948435.

**B. Record Attendance and Guests**

Refer to attendance information stated above.

**C. Approval of Agenda**

D. Gonzalez made a motion to approve the agenda.

S. Covarrubias seconded the motion.

The board **VOTED** unanimously to approve the motion.

**D. Public Comments**

There were no public comments.

**E. Communications: Board/Superintendent**

A. Rubalcava, MPS CEO & Superintendent, invited Board members to the upcoming MPS Wide Symposium that will take place in August. He also announced that former Board Member, C. Brimmer, resigned effective July 18, 2019 after the Board meeting where she did participate as a voting member. Board members thanked C. Brimmer for her dedication and expertise offered to the Board during her Board membership. No other comments were made.

**II. Action Items**

**A. Approval to Add an Additional Math Intervention Teacher at MSA-2**

A. Rubalcava, MPS CEO & Superintendent, informed the Board that all the additional positions being requested by Principals during this meeting would not have budget implications as they were being paid for through the savings in the home office management fees. S. Keskinturk, MSA-2 Principal, briefly explained the need to increase staffing at his site and he also informed the Board of the increases in the academic testing results. S. Sherkhanov, MPS Board Chair, asked the Principal to share his best practices with the rest of the school leaders seeing as his schools had a vast improvements with their academic growth.

S. Sherkhanov made a motion to approve the hiring of one (1) Math Intervention Teacher by MSA-2.

S. Orazov seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

S. Orazov	Aye
H. Beliak	Aye
U. Yapanel	Absent

- S. Covarrubias Aye
- S. Dikbas Aye
- S. Sherkhanov Aye
- S. Geldiyev Aye
- D. Gonzalez Aye

**B. Approval to Add an Additional Dean of Academics and Office Clerk at MSA-3**

S. Daniel, MSA-3 Principal, explained the staffing changes that had to be made, she went over the needs at the school and briefly stated the academic testing scores.

S. Orazov made a motion to approve an increase in staffing as follows: Approval of changing the approved position of a Title 1/Ops Manager to a second Dean of Academics (DOA) and to add a Full-time Office (Attendance) Clerk to support the Main Office.

S. Sherkhanov seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

- S. Dikbas Aye
- S. Sherkhanov Aye
- D. Gonzalez Aye
- S. Orazov Aye
- H. Beliak Aye
- S. Geldiyev Aye
- S. Covarrubias Aye
- U. Yapanel Absent

**C. Approval to Change the Instructional Aid Position to Computer Teacher at MSA-5**

B. Plonka, MSA-5 Principal, informed the Board of the need to change the instructional aide position to a computer teacher at his site.

S. Orazov made a motion to approve changing the approved position of an instructional aide to computer teacher.

D. Gonzalez seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

- S. Sherkhanov Aye
- H. Beliak Aye
- S. Geldiyev Aye
- D. Gonzalez Aye
- S. Orazov Aye
- S. Covarrubias Aye
- U. Yapanel Absent
- S. Dikbas Aye

**D. Approval to Add an Additional Psychologist at MSA-5 and MSA 7**

M. Wittek, MSA-7 Principal, explained to the Board the need to add and share a School Psychologist between MSA-5 and MSA-7 and went over the budget implications.

H. Beliak made a motion to approve hiring one (1) School Psychologist to be split by MSA-5 and MSA-7.

D. Gonzalez seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

- D. Gonzalez Aye
- S. Covarrubias Aye
- S. Orazov Aye
- S. Dikbas Aye
- H. Beliak Aye
- S. Sherkhanov Aye
- S. Geldiyev Aye



U. Yapanel Absent

**E. Approval to Add an Additional ASES Frontline Staff Member at MSA-8**

J. Hernandez, MSA-8 Principal, explained to the Board the need to add an additional after-school program supervisor.

H. Beliak made a motion to authorize MSA-8 (Bell) to hire an additional ASES Frontline staff member to work as a member of the after-school program under the guidance and supervision of MSA Bell leadership.

S. Orazov seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

H. Beliak Aye  
U. Yapanel Absent  
S. Dikbas Aye  
S. Sherkhanov Aye  
S. Orazov Aye  
S. Covarrubias Aye  
S. Geldiyev Aye  
D. Gonzalez Aye

**F. Approval to Hire an Additional Teacher and Discipline Coordinator at MSA-Santa Ana**

V. Gurler, MSA-Santa Ana Principal, informed the Board of needed staffing changes on his campus. The Board asked about the budget implications to which N. Montijo, MPS Chief Financials Officer, explained that the positions would be covered with budget transfers rather than budget savings. All questions were addressed.

S. Orazov made a motion to approve changes in the FY 2019-20 budgeted staffing as follows: change the approved Teacher Aide position to Discipline Coordinator and hire an additional Multi Subject Teacher for 6th grade.

D. Gonzalez seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

S. Orazov Aye  
H. Beliak Aye  
D. Gonzalez Aye  
S. Sherkhanov Aye  
U. Yapanel Absent  
S. Geldiyev Aye  
S. Dikbas Aye  
S. Covarrubias Aye

**III. Closed Session Items**

**A. Public Announcement of Closed Session**

S. Sherkhanov, MPS Board Chair, announced that the Board would be going into Closed Session to discuss the Closed Session items stated on the agenda and would be reporting out in Open Session.

**B. CONFERENCE WITH LEGAL COUNSEL**

This item was discussed in Closed Session.

**C. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Govt. Code § 54954.5(e))**

This item was discussed in Closed Session.

**D. Report Out From Closed Session**

S. Sherkhanov, MPS Board Chair, announced that during Closed Session the Board took action to approve the release of the Dean of Students, Discipline Coordinator and Campus Security team member from At-will employment. The Board's vote was unanimous; Yes (6): S. Dikbas, D. Gonzalez, S. Sherkhanov, S. Orazov, S. Covarrubias, H. Beliak and Absent (2): U. Yapanel, S. Geldiyev  
S. Geldiyev left early.

#### **IV. Closing Items**

##### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:09 PM.

Respectfully Submitted,  
S. Sherkhanov

# Cover Sheet

## Approval of MSA-8 Additional Staff Member- Interventionist Coach

**Section:** II. Action Items  
**Item:** A. Approval of MSA-8 Additional Staff Member- Interventionist Coach  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** II A MSA 8 Interventionalist Coach.pdf



Board Agenda Item #	II A- Action Item
Date:	8/8/2019
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Jason Hernandez, MSA Bell Principal
RE:	Additional Teaching Staff Member

### Proposed Board Motion

I move that the board authorize MSA Bell to hire an additional certificated staff member to work as a member of the teaching and leadership staff. The individual will be an Intervention and Instructional Coach with both content and instructional expertise and the ability to collaborate a coaching and learning approach on campus among all stakeholders.

### Introduction

- What services are being provided? The additional certificated teacher will provide instructional coaching for teachers and intervention/support of students in their academic endeavors.
- Why is this contract/service needed?
  - The Coach facilitates the school's professional development model by demonstrating lessons, observing classroom instruction, and coaching teachers' one-on-one to support student learning. The Coach focuses on enhancing teacher ability to provide instruction that (1) builds student understanding and skills, (2) is academically rigorous, (3) addresses the curriculum standards and frameworks, and (4) enhances student sense of engagement in and ownership of learning. The Coach, together with administrators and classroom teachers, looks at student work and designs standards-based, high-quality instruction.
  - The Coach effectively plans and provides targeted academic support for students identified for intervention in math and/or reading. Through the implementation of evidence-based interventions, strategies and fidelity to the intervention program, the Coach facilitates efforts to ensure that every student can read or perform mathematics at grade level.

### Background

- MSA Bell was given the opportunity to investigate potential areas of need within the learning community. The following was identified: (1) limited growth for all student groups in ELA and Math, (2) need for research-based instructional practices that is aligned with a Tier 1 classroom instruction.

Analysis (If applicable)

- MPS home office fee was decreased by \$78,534 in order to support individual needs at the school site.
- Per the MPS scale, the amount is more than sufficient to hire a full time certificated teacher in this role. This would also include benefits associated with the position.

Budget Implications

- Amounts/ Funding Source: \$78,534/reduction of home office fees

Exhibits (attachments):

- Job Description

## Cover Sheet

### Approval of MOU for Teacher Internship Programs at CSULA and University of Redlands with MSA-8

**Section:** II. Action Items  
**Item:** B. Approval of MOU for Teacher Internship Programs at CSULA and University of Redlands with MSA-8  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** II B MOU with CSULA and RU.pdf



Board Agenda Item #	II B- Action Item
Date:	8-8-19
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Jason Hernandez, Principal for MSA Bell
RE:	MOU for teacher internship programs at California State University of Los Angeles and the University of Redlands

### Proposed Board Motion

I move that the board approve the Memorandum of Understanding with California State University of Los Angeles, and the University of Redlands for participation in the education internship program from July 2019 to June 2021.

### Introduction

The MOU is an understanding agreement with the universities/colleges listed above. This will allow Magnolia Public Schools to partnership in providing internship opportunities to educators completing their credential program in either Single Subject, Multiple Subject, or Education Specialist. This partnership will be organization wide implementation that will provide educators in hard to fill positions at the schools.

### Background

Currently, MPS has MOUs with other universities and colleges for internship teacher placement and it has provided educators in the classrooms.

### Analysis (If applicable)

Legal has reviewed and signed off

### Budget Implications

N/A

### Exhibits (attachments):

- MOUs with the said university and college



**INTERNSHIP PROGRAM MEMORANDUM OF UNDERSTANDING**

**1 July 2019 TO 30 June 2021**

**by and between**

**University of Redlands**

**and**

**Magnolia Public Schools**

- **Multiple Subject Internship Credential**
- **Single Subject Internship Credential**
- **Education Specialist Internship Credential**

An Internship Credential authorizes the same service at the same level as the Preliminary Credential with some exceptions. The Internship Credential is only valid in one school district or consortium under the preconditions established by State law (see Appendix A).

For this reason, interns must have a contract before a credential can be issued. Each intern candidate is to work under the direct and continuing supervision of a University of Redlands Supervisor and District On-Site Teacher who provides general support at the classroom level of the cooperating school. Also, the Internship Credential shall be issued initially for a two-year period and may be renewed by the Commission. (Education Code Section 44455). For renewals, please see Education Code Section 44456.

**I. General Provisions**

**a. The UNIVERSITY agrees and verifies that:**

- i. Each Intern Teacher shall have met the requirements for enrollment in its Credential Programs.
- ii. Each Intern Teacher shall have completed the minimum number of pre-service hours of University Credential Program course work, as required by the CCTC for issuance of the Intern Credential.
- iii. Each Intern Teacher shall apply for the Internship Credential through the School of Education at the University of Redlands upon successful completion of the School of Education Internship application process and verification of employment from the School District.

**b. The DISTRICT agrees and verifies that:**

- i. The intern assumes full teaching responsibility for their classroom from the first day of the teaching assignment as a paid employee of the District for at least **one academic year**, subject to the District's personnel policies and State law(s).



- ii. The intern will attend department and faculty meetings and parent-teacher conferences when appropriate.
- iii. The intern is expected to attend all school and district in-service training sessions whenever possible. The intern will also attend assigned District and School orientations that occur prior to the start of the school. If there is a conflict between University and District training, University meetings shall take priority during the Internship period.

## II. Support and Supervision Requirements

Pursuant to California Education Code §44321, the supervision and support of interns is the responsibility of both the Commission-approved teacher preparation program and the employer. The Commission requires that each approved intern program must have a signed Memorandum of Understanding (MOU) outlining the respective responsibilities of the program and of the employer.

The UNIVERSITY and DISTRICT together shall provide a minimum of 144 hours of support/mentoring and supervision to each intern teacher per school year including coaching, modeling, and demonstrating within the classroom, assistance with course planning and problem-solving regarding students, curriculum, and development of effective teaching methodologies. The minimum support, mentoring and supervision provided to an intern teacher who assumes daily teaching responsibilities after the beginning of a school year shall be equal to four hours times the number of instructional weeks remaining in the school year. A minimum of two hours of support/mentoring and supervision must be provided to an intern teacher every five instructional days.

- i. The UNIVERSITY shall select supervisors that have current knowledge in their subject matter area; understand the context of public schooling; ability to model best professional practices in teaching and learning, scholarship and service; knowledge about diverse abilities, cultural, language, ethnic and gender diversity; and understanding of academic standards, frameworks, and accountability systems that drive the curriculum of public schools.
- ii. The UNIVERSITY shall provide supervision and ongoing support for a minimum of 72 hours per school year. University supervisors will conduct classroom observations a minimum of 18 times each term that include pre and post observation discussions. Supervisors will maintain weekly contact with the intern to provide support related to planning, curriculum, and instruction in addition to problem solving regarding students.
- iii. The DISTRICT shall select on-site support teachers (mentors) who meet the following qualifications:
  - (1) valid corresponding Clear or Life credential,
  - (2) three years successful teaching experience, and
  - (3) the English Learner (EL) Authorization (if responsible for providing specified EL support).

If the mentor does not hold an EL Authorization, the district must identify an individual who does have a valid EL authorization and who is immediately available to assist the intern with planning lessons that are appropriately designed and differentiated for

English learners, for assessing language needs and progress, and to support language accessible instruction, through in-classroom modeling and coaching as needed.

- iv. The DISTRICT shall provide supervision and ongoing support for a minimum of 72 hours per school year with a minimum of two hours of support/mentoring and supervision per week. The on-site support teacher's role is to provide support specifically addressing issues in the intern's classroom.
- v. The UNIVERSITY shall provide orientation and training for the district on-site support teachers and university supervisors.
- vi. The University Supervisor and on-site support teacher shall meet together regularly with the intern to ensure the intern is following the California Teaching Performance Expectations.
- vii. The UNIVERSITY shall monitor the completion of university and employer-provided support/mentoring to ensure that interns teachers are receiving the minimum 144 hours of mentoring via forms submitted by the interns, supervisors and signed by the on-site support teacher.
- viii. The District Mentor, on-site support teacher and site administrator shall participate in surveys that provide feedback to the university regarding the internship experience.

**THE PARTIES ADDITIONALLY, MUTUALLY AGREE AS FOLLOWS:**

- A. The UNIVERSITY agrees to indemnify, hold harmless, and at the DISTRICT's request, defend the DISTRICT, its agents and employees from and against all loss or expense (including costs and attorney fees) resulting from liability imposed by law upon the DISTRICT because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with this Agreement and due or claimed to be due to the negligence of the UNIVERSITY, its agents or employees.

The DISTRICT agrees to indemnify, hold harmless, and at the University's request, defend the UNIVERSITY, its agents and employees from and against all loss or expenses (including costs and attorney fees) resulting from liability imposed by law upon the University because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with the Agreement, and due or claimed to be due to the negligence of the DISTRICT, its agents or employees.

- B. Each party shall maintain all insurance coverages (e.g., Workers' Compensation insurance) necessary to comply with federal, state, or local requirements. Additionally, the parties agree to maintain general liability insurance coverage in amounts not less than One Million Dollars (\$1,000,000) per occurrence, Five Million Dollars (\$5,000,000) in the aggregate. Each party agrees to provide the other party, upon written request, with a certificate of insurance evidencing the required insurance coverage during the duration of this Agreement.

- C. Both parties acknowledge they are independent contractors, and nothing contained in this Agreement shall be deemed to create an agency, joint venture, franchise, or partnership between the parties and neither party shall so hold itself out as anything other than an independent contractor. Neither party shall have the right to obligate or bind the other party in any manner whatsoever, and nothing contained in this Agreement shall give or is intended to give any right of any kind to third persons.
- D. This Agreement fully supersedes any and all prior agreements or understandings between the parties or any of their respective affiliates with respect to the subject matter hereof. No change, modification, addition, amendment, or supplement to this Agreement shall be valid unless set forth in writing and signed and dated by both parties hereto subsequent to the execution of this Agreement.

FIELDWORK SITE CONTACT  
 INFORMATION:  
 Magnolia Public Schools  
 250 E. 1<sup>st</sup> Street, Suite 1500  
 Los Angeles, CA 90012  
 ATTN: Jason Hernandez

UNIVERSITY CONTACT INFORMATION:  
  
 University of Redlands  
 1200 E. Colton Ave.  
 Redlands, CA 92373-0999  
 ATTN: Hideko Sera, Associate Dean  
 909-748-8912

This Agreement is executed this 1 day of July 2019.

**MAGNOLIA PUBLIC SCHOOLS**

BY \_\_\_\_\_ Date \_\_\_\_\_  
 Signator

**UNIVERSITY OF REDLANDS**

BY \_\_\_\_\_ Date \_\_\_\_\_  
 Kathy Ogren  
 Provost and Chief Academic Officer

## APPENDIX A

### Preconditions Established for Internship Programs

For initial program accreditation and continuing accreditation by the Committee on Accreditation, participating districts and universities must adhere to the following requirements of state law or Commission policy.

- (1) **Bachelor's Degree Requirement.** Candidates admitted to internship programs must hold baccalaureate degrees or higher from a regionally accredited institution of higher education. Reference: Education Code §§44325, 44326, 44453.
- (2) **Subject Matter Requirement.** Each Multiple Subject intern admitted into the program has passed the Commission-approved subject matter examinations(s) for the subject area(s) in which the Intern is authorized to teach, and each Single Subject intern admitted into the program has passed the Commission-approved subject matter examination(s) or completed the subject matter program for the subject areas(s) in which the Intern is authorized to teach. Reference: Education Code § 44325(c) (3).
- (3) **Pre-Service Requirement.**
  - (a) Each Multiple and Single Subject Internship program must include a minimum of 120 clock hour (or the semester or quarter unit equivalent) pre-service component which includes foundational preparation in general pedagogy including classroom management and planning, reading/language arts, subject specific pedagogy, human development, and teaching English Learners.
  - (b) Each Education Specialist Internship program includes a minimum of 120 clock hour (or the semester or quarter unit equivalent) pre-service component which includes foundational preparation in pedagogy including classroom management and planning, reading/language arts, specialty specific pedagogy, human development, and teaching English Learners.
- (4) **Professional Development Plan.** The employing district has developed and implemented a Professional Development Plan for interns in consultation with a Commission-approved program of teacher preparation. The plan shall include all of the following:
  - (a) Provisions for an annual evaluation of the intern.
  - (b) A description of the courses to be completed by the intern, if any, and a plan for the completion of preservice or other clinical training, if any, including student teaching.
  - (c) Additional instruction during the first semester of service, for interns teaching in kindergarten or grades 1 to 6 inclusive, in child development and teaching methods, and special education programs for pupils with mild and moderate disabilities.

- (d) Instruction, during the first year of service, for interns teaching children in bilingual classes in the culture and methods of teaching bilingual children, and instruction in the etiology and methods of teaching children with mild and moderate disabilities.

**(5) Supervision of Interns.**

- (a) In all internship programs, the participating institutions shall provide supervision of all interns.
- (b) University Intern Programs only: No intern's salary may be reduced by more than 1/8 of its total to pay for supervision, and the salary of the intern shall not be less than the minimum base salary paid to a regularly certificated person. If the intern salary is reduced, no more than eight interns may be advised by one district support person. Reference: Education Code § 44462. Institutions will describe the procedures used in assigning supervisors and, where applicable, the system used to pay for supervision.

- (6) Assignment and Authorization.** To receive program approval, the participating institution authorizes the candidates in an internship program to assume the functions that are authorized by the regular standard credential. Reference: Education Code § 44454. The institution stipulates that the interns' services meet the instructional or service needs of the participating district(s). Reference: Education Code § 44458.

- (7) Participating Districts.** Participating districts are public school districts or county offices of education. Submissions for approval must identify the specific districts involved and the specific credential(s) involved. Reference: Education Code §§ 44321 and 44452.

- (8) Early Program Completion Option.** Each intern program must make available to candidates who qualify for the option the opportunity to choose an early program completion option, culminating in a five year preliminary teaching credential. This option must be made available to interns who meet the following requirements:

- (a) Pass a written assessment adopted by the commission that assesses knowledge of teaching foundations as well as all of the following:
- Human development as it relates to teaching and learning aligned with the state content and performance standards for K-12 students
  - Techniques to address learning differences, including working with students with special needs
  - Techniques to address working with English learners to provide access to the curriculum
  - Reading instruction in accordance with state standards
  - Assessment of student progress based on the state content and performance standards
  - Classroom management techniques
  - Methods of teaching the subject fields
- (b) Pass the teaching performance assessment. This assessment may be taken only one time by an intern participating in the early completion option.
- (c) Pass the Reading Instruction Competence Assessment (RICA) (Multiple Subject Credential only).

(d) Meet the requirements for teacher fitness.

An intern who chooses the early completion option but is not successful in passing the assessment may complete his or her full internship program. (Reference: Education Code § 44468).

- (9) **Length of Validity of the Intern Certificate.** Each intern certificate will be valid for a period of two years. However, a certificate may be valid for three years if the intern is participating in a program leading to the attainment of a specialist credential to teach students, or for four years if the intern is participating in a district intern program leading to the attainment of both a multiple subject or a single subject teaching credential and a specialist credential to teach students with mild/moderate disabilities. Reference: Education Code § 44325 (b).
- (10) **Non-Displacement of Certificated Employees.** The institution and participating districts must certify that interns do not displace certificated employees in participating districts.
- (11) **Justification of Internship Program.** When an institution submits a program for initial or continuing accreditation, the institution must explain why the internship is being implemented. Programs that are developed to meet employment shortages must include a statement from the participating district(s) about the availability of qualified certificated persons holding the credential. The exclusive representative of certificated employees in the credential area (when applicable) is encouraged to submit a written statement to the Committee on Accreditation agreeing or disagreeing with the justification that is submitted.
- (12) **Bilingual Language Proficiency.** Each intern who is authorized to teach in bilingual classrooms has passed the language proficiency subtest of the Commission-approved assessment program leading to the Bilingual Crosscultural Language and Academic Development Certificate. Reference: Education Code Section 44325 (c).

## DISTRICT LETTERHEAD

Date

Division of Curriculum and Instruction  
 Charter College of Education  
 California State University, Los Angeles  
 5151 State University Drive  
 Los Angeles, CA 90032

To Whom It May Concern,

This letter is written to express Magnolia Science Academy 8 Bell's (the "District") support and willingness to participate in the (Multiple Subject, Single Subject) Intern Credential program in the Charter College of Education at California State University, Los Angeles ("CSULA"). The District has had an opportunity to review the content of your program and, in the event that we employ a teacher with an Intern Credential, the District and CSULA each stipulate to the following as required by the California Commission on Teacher Credentialing:

1. The District will supervise and support the Intern(s)
2. The District will provide a support provider for the intern who:
  - a. Possesses a Level II, Clear or Life credential in the Multiple/Single Subject area in which the intern is teaching
  - b. Has a minimum of 3 years successful teaching experience
  - c. Has English Language Authorization (ELA)
3. To meet the 144 hours of required support and supervision, CSULA will provide a minimum of 2 hours of support and supervision each week (60 hours annually). The District will ensure that the intern receives at least 84 hours of supervision from their support provider per year to meet the remaining required hours.
  - a. For those interns who do not already have English Language Authorization from a California credential or a passing score on an exam such as the CETL, the District will ensure that they receive an additional 45 hours of supervision per year related to working with English Language Learners.
4. The District will ensure that sufficient resources are provided, including the identification of protected time, for the employer-provided mentor to work with the intern within the school day.
5. The District will not displace certificated employees through the use of any intern.
6. The District has on file procedures for assigning and paying support personnel assigned to the intern.
7. The District's rationale for implementing and participating in the CSULA Intern Credential program is to provide appropriately trained personnel to meet the credential needs of the students within the District. The District has on file a statement regarding its inability to fill the necessary positions with qualified certified employees for which this intern credential is being implemented. (The exclusive representative of the certificated employees in the credential area, for which this intern agreement is directed, agrees with the justification noted above).
- 8. The District will make every effort to ensure that if the intern is placed in a high priority school (Deciles 1, 2 or 3) that the percentage of teacher interns in that**



**school is not higher than the District wide average of teacher interns at a school in that year.**

CSULA agrees to indemnify, hold harmless, and at the District’s request, defend the District, its agents and employees from and against all loss or expense (including costs and attorney fees) resulting from liability imposed by law upon the District because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with this letter agreement and due or claimed to be due to the negligence or willful misconduct of CSULA, its agents or employees.

The District agrees to indemnify, hold harmless, and at CSULA’s request, defend the CSULA, its agents and employees from and against all loss or expenses (including costs and attorney fees) resulting from liability imposed by law upon CSULA because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with this letter agreement, and due or claimed to be due to the negligence or willful misconduct of the District, its agents or employees.

Each party shall maintain all insurance coverages (e.g., Workers’ Compensation insurance) necessary to comply with federal, state, or local requirements. Additionally, the parties agree to maintain general liability insurance coverage in amounts not less than One Million Dollars (\$1,000,000) per occurrence, Five Million Dollars (\$5,000,000) in the aggregate. Each party agrees to provide the other party, upon written request, with a certificate of insurance evidencing the required insurance coverage during the duration of this Letter Agreement.

Please indicate your agreement with the terms and conditions set forth in this letter agreement by signing below and returning a copy to the undersigned.

The District looks forward to participating with CSULA in this Intern Credential Program. Please do not hesitate to contact me at \_\_\_\_\_ (phone number) or via email at \_\_\_\_\_ (email address) if I can provide any further information regarding our participation in the program.

Sincerely,

Name: District Level Administrator  
Title:

Name: Exclusive Representative  
of the Certified Employees  
Title:

ACKNOWLEDGED, AGREED & ACCEPTED:

Division of Curriculum and Instruction  
Charter College of Education  
California State University, Los Angeles

By: \_\_\_\_\_  
Name: \_\_\_\_\_



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



To: Magnolia Public Schools  
From: Patrick Ontiveros, MPS General Counsel  
Date: August 2, 2019

**RE: MOU of Internship Program Between University of Redlands Schools of Education and Magnolia Science Academy-8 (Bell)**

Magnolia Public Schools General Counsel has reviewed the Memorandum of Understanding provided by the University. His recommendation is to add “or willful misconduct” after all “negligence” language to have a complete statement showing “negligence or willful misconduct” to ensure complete coverage of any misconduct situation by the intern. Upon making the requested changes to this MOU, Magnolia Science Academy-8 (Bell) will go into partnership with the University.

**RE: Internship Program Between California State University of Los Angeles (CSULA) and Magnolia Science Academy-8 (Bell)**

The commitment letter provided by Magnolia Science Academy-8 (Bell) and reviewed by the MPS General Counsel is to be accepted and signed by CSULA.

A handwritten signature in black ink that reads "Patrick Ontiveros".

Patrick Ontiveros  
MPS General Counsel

A handwritten date "08/02/19" written in black ink.

Date

A handwritten signature in black ink that reads "Alfredo Rubalcava".

Alfredo Rubalcava  
MPS CEO & Superintendent

A handwritten date "8/2/19" written in black ink.

Date

# Cover Sheet

## Approval of Use of Reserves for MSA-3 Textbooks Purchase

**Section:** II. Action Items  
**Item:** C. Approval of Use of Reserves for MSA-3 Textbooks Purchase  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** II C MSA 3 Textbooks.pdf



Board Agenda Item #	II C- Action Item
Date:	8-8-2019
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Shandrea Daniel, Principal of MSA 3
RE:	Approval of Use of Reserves for Book Purchase

### Proposed Board Motion

Motion: To approve a one-time use of \$36,000 in reserves for textbooks, instructional/supplemental (re-usable) materials.

### Background

- Providing textbooks in Science (NGSS aligned), English (AP textbooks, novels, additional EL & Sped Department copies), Math, & History (AP and SAT, Common-Core aligned, additional EL & Sped Department copies), AP Courses and instructional materials for students at MSA 3 to have hands-on and project-based learning.

### Budget Implications

- \$36,000-one-time purchases that are re-usable for multiple years at MSA 3.
  - English-textbooks & novels for core classes & electives- (\$4000)
  - Math- textbooks for Advanced Courses (\$4,000)
  - Science-update textbooks with NGSS (\$11,000)
  - History-update textbooks for core classes and electives (\$4,000)
  - Advanced Placement, SAT & enrichment (\$6,000)
  - Instructional material for general education/enrichment courses, project-based assignments and advanced placement courses (\$3,000)
  - Supplemental Material & Supplies for students in Steam Lab, and classrooms (\$4,000)
    - Noise Canceling items for testing
    - Ear phones to strengthen listening skills
    - Resources for mastery with mathematics-multiplication, division, subtraction & addition, vocabulary concepts
    - EL resources to help with reclassification
    - Notebooks, binders, paper, pencils, pens, dividers, materials for science projects, art-integration projects
    - Tape recorders
    - Test Prep
- Projected Ending Fund Balance as of 2018-19 Second Interim Report is \$743,965.

# Cover Sheet

## Approval of College Board as an Approved Vendor

**Section:** II. Action Items  
**Item:** D. Approval of College Board as an Approved Vendor  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** II D College Board Vendor.pdf



Board Agenda Item #	II D- Action Item
Date:	Thursday August 8, 2019
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Erdinc Acar, Chief Academic Officer
RE:	Approval of College Board as Approved Vendor

#### Proposed Board Motion

I move that the board to approve College Board as a sole Service Provider.

#### Introduction and Background

College Board is a not-for-profit organization that connects students to college success. Magnolia Public Schools has been using College Board's AP, Pre-SAT and SAT programs since its inception. College Board's AP, Pre-SAT and SAT programs are unique services and programs that higher education institutions require for admission to their programs and issue college credits for. Please accept this statement per Magnolia Policy to classify College Board as a sole service provider.

#### Budget Implications

Following are estimated amounts per school based on last year's actual expenses and will be paid out of 2019-20 budgets.

	Actual Amount Paid  2018-19
MSA 1	\$13,140
MSA 2	\$6,565
MSA 3	\$3,579
MSA 4	\$5,763
MSA 5	\$1,789
MSA SA	\$6,023
Estimated Total	\$36,859

#### Exhibits (attachments):

- Sole Service Provider Request



Wednesday, July 31, 2019

To: Magnolia Finance Department

From: Alfredo Rubalcava, Chief Executive Officer and Erdinc Acar, Chief Academic Officer

Re: College Board as Sole Service Provider

Dear Team,

College Board is a not-for-profit organization that connects students to college success. Magnolia Public Schools has been using College Board's AP, Pre-SAT and SAT programs since its inception.

College Board's AP, Pre-SAT and SAT programs are unique services and programs that higher education institutions require for admission to their programs and issue college credits for.

Please accept this statement per Magnolia Policy to classify College Board as a sole service provider.

Sincerely,

Alfredo Rubalcava - CEO & Superintendent

# Cover Sheet

## Approval of Revisions to 2019-20 Adopted Budget

**Section:** II. Action Items  
**Item:** E. Approval of Revisions to 2019-20 Adopted Budget  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** II E 19-20 Revised Budget.pdf





Board Agenda Item #	Agenda #
Date:	August 8, 2019
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Lead:	Nanie Montijo, Chief Finance Officer and Karl Yoder, DMS
RE:	Revision to 2019-20 Adopted Budget

### **Proposed Board Recommendation:**

Staff recommends approval of revisions to the 2019-20 board adopted budget where total budgeted amounts in object codes 6100 (Site Improvements) and 6400 (Equipment) will be transferred to Object Code 4461 (Fixed Asset Suspense-Improvements) and 4464 (Fixed Assets Suspense-Equipment).

### **Background:**

Effective July 1, 2019, all financial reporting to state, federal and local authorizers must use the State SACS software to generate the reports to be submitted. The software does not allow Charter schools to use object codes 6100 and 6400 which is part of the board approved budget. Per LACOE's recommendation, staff is requesting reclassification of these line items in order to be in compliance with the standard reporting requirements. Total amount of board approved expenses per school site and MERF will remain the same.

### **Budget Impact:**

None.

### **How Does This Action Relate/Affect/Benefit All MSAs?**

All MPS Schools will be in full compliance with the State SACS Software.

### **Name of Originator:**

Nanie Montijo, Chief Financial Officer and Karl Yoder, DMS

### **Attachments**

Summary of Line Items for Reclassification

## Cover Sheet

### Approval of Resolution for MSA-SA Gym Name in Recognition of Former Board Member

**Section:** II. Action Items  
**Item:** F. Approval of Resolution for MSA-SA Gym Name in Recognition of Former Board Member  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** II F MSA SA Gym Name.pdf



Board Agenda Item #	II F - Action Item
Date:	August 8, 2019
To:	MPS Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Alfredo Rubalcava, CEO & Superintendent
RE:	MSA Santa Ana Gym Name

\*\*\* THIS RESOLUTION WAS REVIEWED AND APPROVED BY THE MPS NOM/GOV COMM.

#### Proposed Board Motion

I move that the MPS Board approve the resolution to name the Magnolia Science Academy-Santa Ana gymnasium “Dr. Remzi Oten Gymnasium” in recognition of former MPS Board Member.

#### Background

Dr. Remzi Oten was part of the founding Board Members of Magnolia Public Schools and re-joined the Board March 12, 2015 to October 5, 2017.

#### Budget Implications

None

#### Exhibits (attachments):

Resolution

**MAGNOLIA EDUCATIONAL & RESEARCH FOUNDATION  
BOARD OF DIRECTORS**

**RESOLUTION NAMING MAGNOLIA SCIENCE  
ACADEMY – SANTA ANA GYMNASIUM  
Resolution #20190808-1**

WHEREAS, the Magnolia Science Academy- Santa Ana has recently completed construction on a gymnasium;

WHEREAS, Dr. Remzi Oten has been an extremely valuable member of the Magnolia Public Schools community as a founding Board member, subsequently re-joining the Board at a critical time, and making significant contributions and donations of time and funds to the Magnolia Public Schools at critical junctures in the schools’ history.

THEREFORE, IT IS RESOLVED, that the Magnolia Science Academy gymnasium will be named the “Dr. Remzi Oten Gymnasium.”

PASSED AND ADOPTED by the Board of Directors at a regular meeting held on August 8, 2019.

Resolved on August 8, 2019 by the following vote:

<b>Board Member</b>	<b>Vote</b>
Dr. Saken Sherkhanov	
Dr. Umit Yapanel	
Mr. Serdar Orazov	
Dr. Salih Dikbas	
Mr. Haim Beliak	
Ms. Charlotte Brimmer	
Ms. Sandra Covarrubias	
Ms. Diane Gonzalez	
Mr. Shohrat Geldiyev	

Aye:                      Nay:                      Abstention:                      Absent:

\_\_\_\_\_  
Dr. Saken Sherkhanov, Chairperson

\_\_\_\_\_  
Date

# Cover Sheet

## Approval to Appoint Facility/Audit Committee Chair

**Section:** II. Action Items  
**Item:** H. Approval to Appoint Facility/Audit Committee Chair  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** II H Facility:Audit Chair Appointment.pdf



Board Agenda Item #	II H- Action Item
Date:	8/8/2019
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Alfredo Rubalcava, CEO & Superintendent
RE:	Approval to Assign Facility/Audit Committee Chairperson

### Proposed Board Motion

I move that the board appoint Mr. Haim Beliak as the Chair of the Facility/Audit Committee of the Magnolia Public Schools Board of Directors.

### Introduction/ Background

Due to Board Member, Charlotte Brimmer's resignation on July 18, 2019, the Facility/Audit committee now lacks a Chairperson. Staff is recommending to appoint Mr. Haim Beliak due to his close approximation to the schools.

The Committee will now consist of the following members;

- Mr. Haim Beliak (Chair), Dr. Umit Yapanel, Dr. Salih Dikbas
- Dr. Saken Sherkhanov will continue to serve as an alternate.

There have been no additional committee members added, the committee will now perform its duties with only three (3) Committee Members rather than four (4).

### Budget Implications

- None

### Exhibits (attachments):

- None

# Cover Sheet

## Upcoming Board Membership Renewals and Recruitment Efforts

**Section:** III. Information/Discussion Items  
**Item:** A. Upcoming Board Membership Renewals and Recruitment Efforts  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** III A Board Membership Renewals and Recruitment.pdf



Board Agenda Item #	III A Information Item
Date:	August 8, 2019
To:	Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Alfredo Rubalcava, CEO & Superintendent
RE:	Board Membership Renewals

\*\*\* This information was presented to the Nom/Gov Committee in July 2019, there have been changes since.

### Proposed Board Motion

Discussion item, no action required at this time. The board membership renewals are not due yet but staff would like to make the committee aware of what renewals are upcoming during the 2019-20 school year and what recruitment effort are in place.

### Introduction

Below are the board memberships that require renewals during 2019-20.

- Ms. Diane Gonzalez- term (1) expires December 10, 2019
- Dr. Salih Dikbas- term (1) expires December 10, 2019
- Mr. Shohrat Geldiyev- term (1) expires March 11, 2020

### Background

- Ms. Gonzalez will have served her first 5-year term (onboarded 12/11/14)
- Dr. Dikbas will have served a 2- year 9-month term (onboarded 4/21/16), he completed former Dr. Kaynak's term.
- Mr. Shohrat Geldiyev will have served a 1-year 9-month term (onboarded 6/15/18)

The MPS Bylaws state that each board director shall serve five-year staggered terms. In addition, the number of directors shall be no less than three and no more than 11.

### Recruitment Information

- Currently there are 8 MPS Board of Directors whom represent MPS communities and are experts in the Science, Technology, Engineering, Math, Academics, Parent and Community Engagement, Finance, and Operational Management fields:
  - Dr. Dikbas is the San Diego County representative and an engineering expert
  - Mr. Shohrat Geldiyev is the Orange County representative and an expert in information technology
  - Ms. Sandra Covarrubias is the MPS parent representative along with an MSA-2 community member and an expert in parent and community engagement



- Mr. Beliak, Dr. Sherkhonov, Ms. Gonzalez all represent our Los Angeles County community and are experts in parent and community engagement along with academics
- Serdar and Umit guide MPS through their expertise in finance and construction/operations management

There are currently 3 vacant seats. MPS staff is actively searching for new board members through our field-experts and through the MPS website.

The Board Member online application platform is always open, allowing for year-round recruitment and review of nominations and applicants. Here is the recruitment link:

<https://docs.google.com/a/magnoliapublicschools.org/forms/d/e/1FAIpQLSe0HL43CRPQ2dGhgyyDJh5ocxADAB9gEr0F1etr9Zvoq2P2Tw/viewform?c=0&w=1>

MPS Board Members and the MPS community want to continue to strengthen the diversity of the board by recruiting additional board members who bring diverse expertise and represent the communities served. By adding more board members, the board can evenly distribute the work required to effectively govern the organization through board and committee meetings.

#### Budget Implications

- None

#### Exhibits (attachments):

- Current Board Member Terms

MPS Board Member Terms										
	Name	Lastname	Designation	1st Term		2nd Term		3rd Term		
				Beginning	End term	Beginning Term	End term	Beginning Term	End term	
1	Mr.	Saken	Sherkhanov	President	11/13/08	11/12/13	12/12/13	12/11/18	12/13/18	12/12/23
2	Rabbi	Haim	Beliak	Vice Chair	2/9/17	2/8/22				
3	Dr.	Umit	Yapanel	Director	10/11/12	10/10/17	10/12/17	10/11/22		
4	Mrs.	Diane	Gonzalez	Director	12/11/14	12/10/19				
5	Mr.	Shohrat	Geldiyev	Director	6/15/18	3/11/20				
6	Mr.	Serdar	Orazov	Director	9/10/15	9/9/20				
7	Dr.	Salih	Dikbas	Director	4/21/16	12/10/19				
8	Ms.	Sandra	Covarrubias	Director/Parent	8/11/17	8/10/22				

# Cover Sheet

## Facilities Updates

**Section:** III. Information/Discussion Items  
**Item:** B. Facilities Updates  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** III B Facilities Updates.pdf



Board Agenda Item #:	III.B.
Date:	August 8, 2019
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools ("MPS") Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Patrick Ontiveros, General Counsel & Director of Facilities
RE:	FACILITIES UPDATES

#### Background

No action recommended. Information only. Most relevant updates are highlighted in yellow.

SCHOOL	UPDATES	NEXT STEPS
<b>MSA-1</b>	<p>New High School Building Construction Update:</p> <ul style="list-style-type: none"> <li>The establishment of permanent power is holding up some processes that are needed in order to achieve occupancy. Facilities Director, Principal and GC have been working with LADWP and LADBS to establish permanent power. We are hoping, at minimum, to get occupancy for at least the first floor. See Exhibit A for pictures of progress.</li> <li>A contingency plan to open at the Bridge Bible Fellowship is available but not desirable. A lease amendment was signed.</li> </ul>	<p>New High School Building Construction:</p> <ul style="list-style-type: none"> <li>Continue with construction activities</li> <li>Follow up with LADWP, LADBS and enlist council office to assist</li> </ul>
	<p>Prop 39 Energy Efficiency Grant (<b>\$255,528.00</b>):</p> <ul style="list-style-type: none"> <li>The HVAC work is in process and should be completed soon.</li> <li>The LED lighting work has been completed and paid out.</li> </ul>	<p>Prop 39 Energy Efficiency Grant:</p> <ul style="list-style-type: none"> <li>Complete work.</li> </ul>
<b>MSA-2</b>	<p>Campus Improvements:</p> <ul style="list-style-type: none"> <li>Facilities Dept submitted updated budget to LAUSD with revised pricing from Williams Scotsman.</li> <li>Per LAUSD, the cost of the project is greater than the school's reserves. MPS will reduce the scope. If awarded, CSFIG money may be able to pay for some or all of these costs.</li> </ul>	<p>Campus Improvements:</p> <ul style="list-style-type: none"> <li>Revise scope of work</li> </ul>

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SCHOOL	UPDATES	NEXT STEPS
	Prop 39 Energy Efficiency Grant ( <b>\$228,414.50</b> ): <ul style="list-style-type: none"> <li>All projects approved</li> </ul>	Prop 39 Energy Efficiency Grant: <ul style="list-style-type: none"> <li>Independent Contractor is handling implementation</li> </ul>
<b>MSA-3</b>	Prop 39 Co-location: <ul style="list-style-type: none"> <li>MSA-3 to negotiate with LAUSD principal for additional space</li> <li>Search for private site continues.</li> </ul>	Prop 39 Co-location: <ul style="list-style-type: none"> <li>Seeking additional classrooms from LAUSD</li> <li>Continue with site search</li> </ul>
	Prop 39 Energy Efficiency Grant ( <b>\$247,000</b> ): <ul style="list-style-type: none"> <li>All contracts approved by Ad Hoc Committee and signed with contractual "out" in the event LAUSD does not approve project</li> </ul>	Prop 39 Energy Efficiency Grant: <ul style="list-style-type: none"> <li>Project still requires approval by LAUSD; pursuing approval</li> <li>Independent Contractor is handling implementation</li> </ul>
<b>MSA-4</b>	Prop 39 Co-location: <ul style="list-style-type: none"> <li>MSA-4 negotiating for additional space.</li> <li>Search for private site continues.</li> </ul>	Prop 39 Co-location: <ul style="list-style-type: none"> <li>Seeking additional classrooms from LAUSD</li> <li>Continue with site search and strategize for future move</li> </ul>
	Prop 39 Energy Efficiency Grant ( <b>\$231,070</b> ): <ul style="list-style-type: none"> <li>All contracts approved by Ad Hoc Committee and signed with contractual "out" in the event LAUSD does not approve project</li> </ul>	Prop 39 Energy Efficiency Grant: <ul style="list-style-type: none"> <li>Project still requires approval by LAUSD; pursuing LAUSD approval</li> <li>Independent Contractor is handling implementation</li> </ul>
<b>MSA-5</b>	Prop 39 Co-location: <ul style="list-style-type: none"> <li>MSA-5 principal to reach out to LAUSD principal about additional space</li> </ul>	Prop 39 Co-location: <ul style="list-style-type: none"> <li>MSA-5 principal will reach out to LAUSD principal to secure additional space</li> </ul>
	Prop 39 Energy Efficiency Grant ( <b>\$234,833</b> ): <ul style="list-style-type: none"> <li>All contracts approved by Ad Hoc Committee and signed with contractual "out" in the event LAUSD does not approve project</li> </ul>	Prop 39 Energy Efficiency Grant: <ul style="list-style-type: none"> <li>Project still requires approval by LAUSD; pursuing approval</li> <li>Independent Contractor is handling implementation</li> </ul>

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SCHOOL	UPDATES	NEXT STEPS
<b>MSA-6</b>	<p>Lease</p> <ul style="list-style-type: none"> <li>Lease/Facilities Usage Agreement being finalized..</li> </ul>	<p>Lease</p> <ul style="list-style-type: none"> <li>MPS and MSA-6 staff to negotiate lease; no change, still in process</li> </ul>
	<p>Prop 39 Energy Efficiency Grant (<b>\$58,836.53</b>):</p> <ul style="list-style-type: none"> <li>Contracts for lighting retrofit and solar installation have been approved</li> </ul>	<p>Prop 39 Energy Efficiency Grant:</p> <ul style="list-style-type: none"> <li>Installations will be scheduled upon landlord and tenant reaching a resolution on a lease</li> <li>Independent Contractor is handling implementation</li> </ul>
<b>MSA-7</b>	<p>Prop 39 Energy Efficiency Grant (<b>\$238,410.00</b>):</p> <ul style="list-style-type: none"> <li>HVAC installation was completed</li> <li>Cool roof installation was completed</li> <li>Lighting and plug load management to be completed</li> </ul>	<p>Prop 39 Energy Efficiency Grant:</p> <ul style="list-style-type: none"> <li>Independent Contractor is handling implementation</li> </ul>
	<p>Other Capital Improvements</p> <ul style="list-style-type: none"> <li>Playground – Contract and award of contract approved by Ad Hoc Committee; installation in process</li> <li>Restrooms – Contractor selected; start on 8/12</li> </ul>	<p>Other Capital Improvements:</p> <ul style="list-style-type: none"> <li>Playground – work is underway</li> <li>Restrooms -- contractor should start Monday and will be completed in one week</li> <li>Independent Contractor is handling implementation</li> </ul>
<b>MSA-8</b>	<p>Prop 39 Energy Efficiency Grant (<b>\$232,428.36</b>):</p> <ul style="list-style-type: none"> <li>All contracts approved by Ad Hoc Committee and signed with contractual “out” in the event LAUSD does not approve project</li> </ul>	<p>Prop 39 Energy Efficiency Grant:</p> <ul style="list-style-type: none"> <li>Continue follow up with LAUSD</li> <li>Independent Contractor is handling implementation</li> </ul>
<b>MSA-SAN DIEGO</b>	<p>Close Out:</p> <ul style="list-style-type: none"> <li>No change; Need to schedule “handyman” to visit campus to make final fixes noted by Certified Access Specialist</li> <li>Need to remedy some fire department notices.</li> </ul>	<p>Close Out:</p> <ul style="list-style-type: none"> <li>Fix ADA signage issues</li> <li>Get Inspector of Record (“IOR”) sign-off</li> </ul>
<b>MSA-SANTA ANA</b>	<p>There are some warranty issues that need to be addressed by the general contractor.</p>	<p>In process.</p>

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Exhibit A  
Pictures of Current Construction Progress





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Exhibit A

Pictures of Current Construction Progress

