



## Magnolia Public Schools

### Regular Board Meeting

---

#### Date and Time

Thursday May 18, 2023 at 6:00 PM PDT

#### Location

Magnolia Science Academy -1: 18238 Sherman Way, Reseda, CA 91335

---

#### Access to the Board Meeting

Any interested parties or community members from remote locations may attend the meeting at any Magnolia Science Academy school, or the addresses where Board Members are joining from. Dialing information is included below:

By dialing into; 1.669.444.9171

**Meeting ID:** 978 5606 4990 - **Passcode:** 021250

- Magnolia Science Academy-San Diego - 6525 Estrella Ave., San Diego, CA 92120 (Dr. Salih Dikbas)
- 305 Cherry Drive, Pasadena, CA 91105 (Mr. Daniel Sheehan)

Zoom: <https://zoom.us/j/97856064990?pwd=MHhBZCtGT0xEMlZpNEZQZVJ3RDZBPZz09>

#### Accessibility

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. Members of the public who need special accommodations or translation are strongly encouraged to contact Magnolia Public Schools at least 24 hours in advance of the Board meeting so assistance can be assured. Please contact Jennifer Lara at 213-628-3634 or email [jlara@magnoliapublicschools.org](mailto:jlara@magnoliapublicschools.org) with such requests.

---

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.

### Public Comment Procedures

Magnolia Public Schools greatly values public comment during Board meetings. For members of the public who would like to speak, please fill out the Public Speaker Form which can be accessed at [magnoliapublicschools.org](http://magnoliapublicschools.org), there will also be speaker cards to be filled out prior to the beginning of the meeting. By law, the Board is only allowed to discuss or take action on items listed on the agenda. The Board may, at its discretion, refer a matter to MPS staff or add the issue to a future board meeting date for discussion. Public speakers are limited to three (3) minutes and speakers with interpreters up to six (6) minutes.

Please note that the agenda item times for when that item will be discussed or taken action on is subject to change on the day of the Board meeting to accommodate public speaker times indicated above. For any questions regarding this meeting please email [board@magnoliapublicschools.org](mailto:board@magnoliapublicschools.org) or call (213) 628-3634 ext. 21101.

### Board Members:

Mr. Mekan Muhammedov, Chair  
 Ms. Sandra Covarrubias, Vice-Chair  
 Dr. Umit Yapanel  
 Dr. Salih Dikbas  
 Ms. Diane Gonzalez  
 Mr. Daniel Sheehan  
 Mrs. Esra Eldem Tunc

CEO & Superintendent:  
 Mr. Alfredo Rubalcava

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:00 PM</b>
Opening Items			
<b>A. Call the Meeting to Order</b>			1 m
<b>B. Pledge of Allegiance</b>			1 m

	Purpose	Presenter	Time
<b>C.</b> Record Attendance and Guests			1 m
<b>D.</b> Approval of Agenda	Vote		1 m
<b>E.</b> Public Comments			7 m
<b>F.</b> Approval of Minutes from MPS Regular Board Meeting - April 13, 2023	Approve Minutes		1 m
<b>II. Consent Items</b>			<b>6:12 PM</b>
<b>A.</b> Approval of Teaching MOU Renewal Between California State University Dominguez Hills & Magnolia Public Schools	Vote	Suat Acar	3 m
<b>B.</b> Approval of CTC Form CL-500 Declaration of Need (Emergency Permits)	Vote	Derya Hajmeirza	3 m
<b>III. Information/Discussion Items</b>			<b>6:18 PM</b>
<b>A.</b> Elections for Student Board Member Students nominated and voted by their peers will make an oral presentation to the Board of their candidacy.	Discuss	Jason Hernandez	40 m
<b>B.</b> Magnolia Public Schools Community Schools Initiative: Authentic Community Engagement	Discuss	Brenda Lopez	30 m
<b>C.</b> Grows, Glows & Priorities Presentations Presenting Schools <ul style="list-style-type: none"><li>• Magnolia Science Academy - Santa Ana</li><li>• Magnolia Science Academy - San Diego</li></ul>	Discuss		30 m
<b>D.</b> Glows, Grows and Priorities Update Update from Magnolia Science Academy-4.	Discuss	Musa Avsar	10 m
<b>E.</b> 403b & 457 Plans for MPS Wide Implementation For the 2023-24 school year	Discuss	Steve Budhraj	10 m
<b>F.</b> ClassWallet Tool Implementation to Improve Organizational Needs	Discuss	Steve Budhraj	10 m

	Purpose	Presenter	Time
<b>IV. Action Items</b>			<b>8:28 PM</b>
<b>A.</b> Approval of 2023-24 School Calendars for all Magnolia Public Schools	Vote	David Yilmaz	10 m
<b>B.</b> Approval of Resolution Empowering MPS CEO & Superintendent to Make Necessary Moves for Staffing and Organizational Changes  To align with enrollment and funding projections and long-term objectives	Vote	Suat Acar	7 m
<b>C.</b> Approval of Award of Contract for Asbestos and Lead Based Paint Abatement and Demolition at 7111 Winnetka Ave.	Vote	Audit & Facilities Committee	5 m
<b>D.</b> Approval of Acceptance of Title Transfer to 7111 Winnetka Ave from MPM Sherman Winnetka LLC	Vote	Audit & Facilities Committee	7 m
<b>V. Closed Session</b>			<b>8:57 PM</b>
<b>A.</b> Public Announcement of Closed Session	FYI		1 m
<b>B.</b> Public Employee Performance Evaluation (§ 54957) - Title: CEO & Superintendent			40 m
<b>C.</b> Report Out of Closed Session	FYI		1 m
<b>VI. Closing Items</b>			<b>9:39 PM</b>
<b>A.</b> Adjourn Meeting			1 m

# Coversheet

## Approval of Minutes from MPS Regular Board Meeting - April 13, 2023

**Section:** I. Opening Items  
**Item:** F. Approval of Minutes from MPS Regular Board Meeting - April 13, 2023  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Regular Board Meeting on April 13, 2023

APPROVED



## Magnolia Public Schools

### Minutes

#### Regular Board Meeting

---

**Date and Time**

Thursday April 13, 2023 at 7:00 PM

**Location**

Magnolia Science Academy-1: 18238 Sherman Way, Reseda, CA 91335

---

**Board Members:**

Mr. Mekan Muhammedov, Chair  
Ms. Sandra Covarrubias, Vice-Chair  
Dr. Umit Yapanel  
Dr. Salih Dikbas  
Ms. Diane Gonzalez  
Mr. Daniel Sheehan  
Mrs. Esra Eldem Tunc

**CEO & Superintendent:**

Mr. Alfredo Rubalcava

---

**Directors Present**

D. Sheehan (remote), E. Eldem Tunc (remote), M. Muhammedov, S. Covarrubias, U. Yapanel

**Directors Absent**

D. Gonzalez, S. Dikbas

---

**Directors who left before the meeting adjourned**

---

D. Sheehan

**Guests Present**

J. Lara

---

**I. Opening Items**

**A. Call the Meeting to Order**

M. Muhammedov called a meeting of the board of directors of Magnolia Public Schools to order on Thursday Apr 13, 2023 at 7:20 PM.

**B. Pledge of Allegiance**

Meeting participants and guests said the pledge of allegiance.

**C. Record Attendance and Guests**

Refer to attendance information recorded above.

**D. Approval of Agenda**

U. Yapanel made a motion to approve the agenda as presented.

S. Covarrubias seconded the motion.

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

**Roll Call**

M. Muhammedov	Aye
S. Covarrubias	Aye
S. Dikbas	Absent
E. Eldem Tunc	Aye
D. Gonzalez	Absent
U. Yapanel	Aye
D. Sheehan	Aye

**E. Public Comments**

B.Lopez, Chief External Officer, provided an update regarding their marketing plan and said their focus was to make an impact to student enrollment, recruitment and retention of the families focusing on organic family referrals and digital marketing.

J.Hernandez, Director of Student Services, provided an update on Student Board Member election process stating that school sites will be having elections at their schools to select the student chosen by their peers. Those elected students will then present to the Board at the May meeting.

M.Craig, Dean of Academics at MSA-San Diego, reported that the schools Archery Team competed at Conference Championships in which they won along with students placing at singles divisions. They will have their State Championship this weekend.

G.Serce, Principal at MSA-San Diego & Regional Director, reported that the schools Robotics Team participated in a competition and two teams both placed in 2nd place. He also added that A.Rubalcava, CEO & Superintendent, was nominated for the Charter Stars Legacy Award. A.Rubalcava, commented that sadly a MSA-1 student passed away. MSA-1 community and staff are working together to support students and the child's family during this difficult time. A moment of silence was held.

**F. Approval of Minutes from MPS Regular Board Meeting - March 9, 2023**

U. Yapanel made a motion to approve the minutes from Regular Board Meeting on 03-09-23.

S. Covarrubias seconded the motion.

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

**Roll Call**

S. Dikbas	Absent
U. Yapanel	Aye
D. Sheehan	Aye
S. Covarrubias	Aye
E. Eldem Tunc	Aye
D. Gonzalez	Absent
M. Muhammedov	Aye

**G. Approval of Minutes from MPS Board Retreat (Regular Board Meeting) - March 18, 2023**

U. Yapanel made a motion to approve the minutes from Board Retreat on 03-18-23.

S. Covarrubias seconded the motion.

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

**Roll Call**

U. Yapanel	Aye
D. Gonzalez	Absent
S. Dikbas	Absent
S. Covarrubias	Aye
D. Sheehan	Aye
M. Muhammedov	Aye
E. Eldem Tunc	Aye

**H. Break**

Five minute break was taken to accommodate those observing Ramadan. The agenda will resume after the break.

**II. Consent Items**

**A. Approval of Charter School Annual Report to the Los Angeles County Office of Education for Magnolia Science Academy-1, 2, 3, and 5**



U. Yapanel made a motion to approve the Charter School Annual Report to the Los Angeles County Office of Education for Magnolia Science Academy-1, 2, 3, and 5.

M. Muhammedov seconded the motion.

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

**Roll Call**

M. Muhammedov	Aye
D. Sheehan	Aye
U. Yapanel	Aye
D. Gonzalez	Absent
S. Covarrubias	Aye
E. Eldem Tunc	Aye
S. Dikbas	Absent

**B. Approval of Updated Magnolia Public Schools Health & Safety Policy**

U. Yapanel made a motion to approve the updated Magnolia Public Schools (MPS) Health & Safety Policy.

M. Muhammedov seconded the motion.

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

**Roll Call**

D. Gonzalez	Absent
E. Eldem Tunc	Aye
S. Covarrubias	Aye
S. Dikbas	Absent
D. Sheehan	Aye
U. Yapanel	Aye
M. Muhammedov	Aye

**III. Information/Discussion Items**

**A. 2022-23 MPS Educational Partners Survey Results & Reflections and Public Feedback to Inform LCAP**

D.Yilmaz, Chief Accountability Officer, presented the educational partner survey results and highlights. He went over the topics of the survey and the questions that were asked. He went over the data such as the participation rates for the students, families and staff. He went over the rates of participation rates over the past 5 years. D.Yilmaz, also went over the percentage of overall satisfaction in different areas.

**B. Glows, Grows and Priorities Presentations**

MSA-4, 6, 7 and 8 presented their Glows, Grows & Priorities Presentations. Board questions were addressed by school site and Home Office staff.

**IV. Action Items**

**A.**

### **Approval of Magnolia Public Schools Administration of Medication Policy**

J.Hernandez, Director of Student Services, presented the policy. He provided background that this originated due to the medical emergencies taking place across the United States and schools associated with fentanyl. Sought to memorialize a policy within MPS. There are practices in place, but a policy to administer medication was believed to be the best course of action. He went over the policy which was in collaboration with CharterSafe, YM&C and school site leadership. Current practices were added to the policy in addition to the usage of Narcan (nasal spray).

S. Covarrubias made a motion to approve the Magnolia Public Schools (MPS) Administration of Medication Policy for immediate adoption across all MPS schools sites.

U. Yapanel seconded the motion.

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

#### **Roll Call**

E. Eldem Tunc	Aye
M. Muhammedov	Aye
S. Covarrubias	Aye
D. Sheehan	Aye
U. Yapanel	Aye
D. Gonzalez	Absent
S. Dikbas	Absent

### **B. Approval of Construction Manager for the Property at 7111 Winnetka Ave for the CSFP Project**

M.Muhammedov, Board Chair & Chair of the Audit & Facilities Committee, reported out of the Committee's discussion and reported that the Committee approved for their recommended approval to the full Board. He also mentioned the ask to bring updated budgets and keep the Committee informed of any updates or changes for Board review. P.Ontiversos, General Counsel & Director of Facilities, elaborated on the selection process and the final decision to choose Erickson-Hall Construction as the Construction Manager. Board questions were addressed by staff.

M. Muhammedov made a motion to approve the selection of Erickson-Hall Construction ("EH") to provide construction management services for MSA-5's new construction project at 7111 Winnetka Ave in Winnetka (the "Project") based on a multi-prime delivery method for a total fee of \$3,850,000 (\$3,784,607 plus \$65,393 contingency) and further approve that MPS Staff be authorized to negotiate and sign a professional services contract for said services in such form as MPS Staff may deem appropriate and in the best interests of MPS.

S. Covarrubias seconded the motion.

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

#### **Roll Call**

U. Yapanel	Aye
D. Gonzalez	Absent
M. Muhammedov	Aye

**Roll Call**

D. Sheehan	Aye
E. Eldem Tunc	Aye
S. Covarrubias	Aye
S. Dikbas	Absent

**V. Closed Session**

**A. Public Announcement of Closed Session**

M.Muahmmmedov announced that the Board will be going into closed session to discuss Public Employee Performance Evaluation for the CEO & Superintendent & Conference with Legal Counsel for one case and would report out in any actions that may be taken.

**B. Public Employee Performance Evaluation (§ 54957) - Title: CEO & Superintendent**

This item was discussed in Closed Session.

**C. Conference with Legal Counsel — Anticipated Litigation § 54956.9(b) - One Case**

This item was discussed in Closed Session.

D. Sheehan left at 12:37 AM.

**D. Report Out of Closed Session**

M.Muhammedov announced in Open Session at 1:33am that the Board discussed this matters and directed the staff to take necessary actions.

**VI. 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 11:59 PM.

Respectfully Submitted,

M. Muhammedov

Meeting adjourned at 1:34am as mentioned in the audio.

## Coversheet

### Approval of Teaching MOU Renewal Between California State University Dominguez Hills & Magnolia Public Schools

**Section:** II. Consent Items  
**Item:** A. Approval of Teaching MOU Renewal Between California State University Dominguez Hills & Magnolia Public Schools  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** II\_A\_MOU Between CSUDH & MPS.pdf



Agenda Item:	II A: Consent Item
Date:	May 18, 2023
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools (“MPS”) Board of Directors (the “Board”)
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead(s):	Suat Acar, Chief Operations Officer
RE:	Teaching Memorandum of Understanding (MOU) Renewal Between California State University Dominguez Hills (CSUDH) & Magnolia Public Schools (MPS)

**Action Proposed:**

I move that MPS Board of Directors approve the renewal agreement between Magnolia Public Schools (MPS) & California State University Dominguez Hills (CSUDH) for the term 2023-2026.

**Purpose:**

The CSUDH will utilize the resources MPS provides to the student teachers.

**Background:**

Colleges utilize the districts (or Charter Schools) in order to provide the essential on the job training to the student teachers. MPS already has multiple student teacher agreements with numerous colleges at this point and CSUDH is already one of them. The current agreement is set to expire within this year and with the Board’s approval we plan to renew the agreement for another 3 years term.

**Analysis:**

These types of agreements, or partnerships benefit both the colleges and their prospective teachers as well as the districts, or in our case, the charter schools. Colleges benefit because the state requires the teacher candidates to have certain classroom experience under experienced teachers. And the districts benefit because they can offer these teacher candidates their future career homes right at the place they conclude their student teaching assignments.

**Impact:**

With the approval the renewal agreement the MPS will continue to serve the CSUDH student teachers on its sites.

**Exhibits:**

- Memorandum of Understanding Between MPS & CSUDH



CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS

Contract# \_\_\_\_\_

**STUDENT TEACHING AGREEMENT**  
**AGREEMENT TERM: \_\_\_\_\_**

**THIS AGREEMENT entered into by and between the State of California through the Trustees of the California State University on behalf of the State University, noted below, all of which are hereinafter called State or State University, and the School district, noted below, hereinafter called the District:**

**WITNESSETH**

**WHEREAS, the District is authorized to enter into agreements with the State, to provide teaching experience through practice teaching to students enrolled in teacher training curricula of the State University; and**

**WHEREAS, any such agreement may provide for the payment for the services rendered by the District of an amount not to exceed the actual cost to the District of the services rendered; and**

**WHEREAS, it has been determined between the parties hereto that the payments to be made to the district under this agreement do not exceed the actual cost to the district of the services rendered by the District; and**

**WHEREAS, the honorarium or payment provided herein is intended to be transmitted promptly by the District to the supervising teacher as compensation for and recognition to services performed for the student teacher in the supervisory teacher's charge;**

**NOW THEREFORE, it is mutually agreed between the State and the District as follows:**

**SPECIAL PROVISIONS**

**PARTIES:** Trustees of the California State University  
California State University, Dominguez Hills  
Procurement and Contracts  
1000 E. Victoria Street, Carson, CA 90747  
(310)243-3799

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TERM:** \_\_\_\_\_ This agreement may be terminated by either party upon 30 day advanced written notice, provided current students in the teaching training program will be allowed to complete their training requirements until said terminated semester.

The **SERVICES** to be provided by District to State shall not exceed the Semester Units of Practice Teaching nor the Quarter Units of Practice Teaching, as set forth on the Master Teacher Date Sheet(s).

The State shall pay District for such services at the **RATE AND AMOUNT** of \$16.67 per quarter unit, and \$25.00 per semester unit, not to exceed the total payment as set forth on the Master Teacher Data Sheet(s).

**GENERAL TERMS**

1. The District shall provide to State University students teaching experience through practice teaching in schools and classes of the district not to exceed the units of practice teaching set forth in the Special Provisions. Such practice teaching shall be provided in such schools or classes of the District and under the direct supervision and instruction of such employees of the District, as the District and the State through their duly authorized representatives may agree upon. State University shall confirm that students have completed and passed the TB test and fingerprinting check before starting services.

The District may, for good cause, refuse to accept for practice teaching any student of the State University assigned to practice teaching in the District, and upon request of the District, made for good cause, the State shall terminate the assignment of any student of the State University to practice teaching in the district.

"Practice teaching" as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of the District holding valid

life diplomas or credentials issued by the State Board of Education, other than emergency or provisional credentials, authorizing them to serve as classroom teachers in the school or classes in which the practice teaching is provided.

2. The State will pay the district for the performance by the District of all services required to be performed under this agreement at the rates set forth in the Special Provisions for each semester or quarter unit of practice teaching.

A semester unit of practice teaching for elementary and secondary schools is approximately twenty (20) minutes of practice teaching daily for five (5) days a week for eighteen (18) weeks. A quarter unit of practice teaching is two-thirds (2/3) of a semester unit. For community colleges and/or adult schools, it is a daily three (3) days a week for eighteen (18) weeks during regular session.

3. An assignment of a student of the State University to practice teaching in schools or classes of the District shall be, at the discretion of the State, either for approximately nine (9) weeks or for approximately eighteen (18) weeks, but a student may practice teaching in such school or classes.

**Documentation is required to show the student by the State University has received both tuberculosis (TB) and fingerprint clearance before practice teaching.**

The assignment of a student of the State University to practice teaching in the District shall be deemed to be effective for purposes of this agreement as of the date the student presents to the proper authorities of the District the assignment card or the other document given the student by the State University effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

In the event the assignment of a student of the State University to practice teaching is terminated by the State University for any reason, the District shall receive payment for assignment for nine (9) weeks only. If a student is assigned by the State University to another teacher of the District after an assignment has become effective, this shall be considered for payment purposes as an entirely new and separate assignment.

Absences of a student from assigned practice teaching shall not be counted as absences in computing the semester units of practice teaching provided the student by the District.

4. Within a reasonable time following the close of each semester or quarter of the State University, the District shall submit an invoice, in duplicate, to the State University Accounts Payable Department for payment, at the rate provided herein, for all units of practice teaching provided by the District under and in accordance with this agreement during said semester or quarter. The District shall attach to the invoice a certificate, in duplicate, executed by a duly authorized representative of the District certifying that the District expended or became obligated to expend in providing such practice teaching and amount no less than the amount of the invoice. The State will pay the amount of such invoice from moneys made available for such purpose by or pursuant to the laws of the State.

5. Notwithstanding any other provisions of the agreement, the State shall not be obligated by this agreement to pay the District any amount in excess of the total sum set forth in the special Provisions.

6. The parties agree that District is not to assume nor shall it assume by this agreement any liability under the California Worker's Compensation Insurance and Safety Act for, by or on behalf of any State University students while under the performance of this agreement.

7. The Learning Site and the University agree to indemnify, defend and hold harmless each other from any and all liability for any personal injury, damages, wrongful death or other losses and costs, including but not limited to reasonable attorney fees and defense costs, arising out of the negligence or willful misconduct of their respective officers, employees, agents or volunteers in the performance of this Agreement. This paragraph will survive expiration or termination of this Agreement.

Each party agrees to maintain general liability coverage of at least \$1,000,000 per occurrence, \$2,000,000 aggregate and to provide evidence of coverage upon request. Insurance must be placed with insurers with a current A.M. Best rating of at least A: VII..

STATE OF CALIFORNIA  
Trustees of the California State University DOMINGUEZ HILLS

By \_\_\_\_\_

**Designee**  
Procurement, Contracts, Logistical & Support Services  
1000 E. Victoria Street Carson, CA 90747 310-243-3799

By \_\_\_\_\_

Name (Please Print): \_\_\_\_\_

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

SI: \_\_\_\_\_

=====

**CERTIFICATION**

**I, the duly appointed and acting Clerk or Secretary of the governing Board of the School District listed below, do hereby certify that the following is a true and exact copy of a portion of the Minutes of the regular meeting of said Board held on**

\_\_\_\_\_, \_\_\_\_\_.  
(Month/day)

**"It was moved, seconded and carried that the attached contract the Trustees of the California State University, whereby the University may assign students to the schools in the school District for practice teaching, be approved; and the \_\_\_\_\_ is hereby authorized to execute the same."**

**District** \_\_\_\_\_

**County** \_\_\_\_\_

**By** SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

Clerk, Secretary or Governing Board of the School District



## Coversheet

### Approval of CTC Form CL-500 Declaration of Need (Emergency Permits)

**Section:** II. Consent Items  
**Item:** B. Approval of CTC Form CL-500 Declaration of Need (Emergency Permits)  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** II\_B\_CTC Form CL-500 Declaration of Need.pdf



Agenda Item:	II B: Consent Item
Date:	May 18, 2023
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools (“MPS”) Board of Directors (the “Board”)
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead(s):	Derya Hajmeirza, Director of Human Resources
RE:	Approval of CTC Form CL-500 Declaration of Need (Emergency Permits)

### 1. **Action Proposed:**

I move that the Board approve the Commission on Teaching Credential (“CTC”) Form CL-500 Declaration of Need for all Magnolia Public Schools (Magnolia Science Academy-1 through 8, Santa Ana, and San Diego) for the 2023-24 school year.

### 2. **Introduction**

The CTC CL-500 Form Declaration of Need estimates how many emergency permits a public school system will need for the current school year.

### 3. **Background**

Public schools within California must complete and submit to the CTC-Commission on Teacher Credentialing the CL-500 form Declaration of Need. The purpose of this form is for schools to anticipate how many emergency permits they will need to cover teacher assignments for each school year.

Passage of AB1505 and AB1219 have changed how charter schools credential and monitor teacher assignments. A result of the passage of these bills, charter schools must now submit form CL-500 to the CTC on an annual basis. School districts have always had to submit this form. This item will require an annual board approval each school year.

Approval of the attached Declaration of Need will cover all counties in which Magnolia Public Schools operates campuses. One declaration of need form per county will be submitted to the CTC. The number of permits listed on each county form may differ based on the need and number of schools in each county.

### 4. **Budget Implications:** There are no budget implications.

### 5. **Exhibits:**

- Declaration of Need CL-500 form (for all related counties)



State of California  
 Commission on Teacher Credentialing  
 Certification Division  
 1900 Capitol Avenue  
 Sacramento, CA 95811-4213

Email: [credentials@ctc.ca.gov](mailto:credentials@ctc.ca.gov)  
 Website: [www.ctc.ca.gov](http://www.ctc.ca.gov)

## DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2023-2024

Revised Declaration of Need for year: \_\_\_\_\_

### FOR SERVICE IN A SCHOOL DISTRICT OR DISTRICT/COUNTY AUTHORIZED CHARTER SCHOOL

Name of District or Charter: Magnolia Public Schools dba Magnolia Science Academy District CDS Code: 64733

Name of County: Los Angeles County County CDS Code: 19

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board/body of the school district or charter school specified above adopted a declaration at a regularly scheduled public meeting held on **05/18/2023** certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2024.

Submitted by (Superintendent, Board Secretary, or Designee):

Derya Hajmeirza		Director of HR
<i>Name</i>	<i>Signature</i>	<i>Title</i>
714-362-9588	213-628-3634	
<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>
250 E. 1ST STR. STE. 1500, LOS ANGELES CA 90012		
<i>Mailing Address</i>		
hr@magnoliapublicschools.org		
<i>E-Mail Address</i>		

### FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY, CHARTER SCHOOL OR NONPUBLIC SCHOOL AGENCY

Name of County \_\_\_\_\_ County CDS Code \_\_\_\_\_

Name of State Agency \_\_\_\_\_

Name of NPS/NPA \_\_\_\_\_ County of Location \_\_\_\_\_

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/ NPA specified above adopted a declaration on   --/--/----  , at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, 2024.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
EMail Address		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

**AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS**

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
CLAD/English Learner Authorization (applicant already holds teaching credential)	<u>          8          </u>
Bilingual Authorization (applicant already holds teaching credential)	<u>          0          </u>
List target language(s) for bilingual authorization: _____	
Resource Specialist	<u>          0          </u>
Teacher Librarian Services	<u>          0          </u>

**LIMITED ASSIGNMENT PERMITS**

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	8
Single Subject	26
Special Education	8
TOTAL	42

AUTHORIZATION(S) FOR SINGLE SUBJECT LIMITED ASSIGNMENT PERMITS (A separate page may be used if needed)	ESTIMATED NUMBER NEEDED
Math	4
English	4
Physics	1
Foudational Level Science	4
Chemistry	1
Biology	1
Art	1
Drama	1
Industrial and Technology Education	2
Foreign Language (Spanish)	1
Physical Education	1
Geo Sciences	1
Social Sciences	4

**EFFORTS TO RECRUIT CERTIFIED PERSONNEL**

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to [www.cde.ca.gov](http://www.cde.ca.gov) for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

**EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL**

Has your agency established a District Intern program? Yes **No**

If no, explain. Participate in other intern programs

Does your agency participate in a Commission-approved college or university internship program? **Yes** No

If yes, how many interns do you expect to have this year? 3

If yes, list each college or university with which you participate in an internship program.

LACOE, The Chicago School of Education, Pepperdine University, CSUN, CSUDH, Alliant International University

If no, explain why you do not participate in an internship program.

ATTACHMENT-

LIST OF LA COUNTY MAGNOLIA PUBLIC SCHOOLS DBA MAGNOLIA SCIENCE ACADEMY WITH  
CDS CODE

MSA-1:	19	10199	6119945
MSA-2:	19	10199	0115212
MSA-3:	19	10199	0115030
MSA-4:	19	64733	0117622
MSA-5:	19	10199	0137679
MSA-6:	19	64733	0117648
MSA-7:	19	64733	0117655
MSA-8:	19	64733	0122747



State of California  
 Commission on Teacher Credentialing  
 Certification Division  
 1900 Capitol Avenue  
 Sacramento, CA 95811-4213

Email: [credentials@ctc.ca.gov](mailto:credentials@ctc.ca.gov)  
 Website: [www.ctc.ca.gov](http://www.ctc.ca.gov)

## DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2023-2024

Revised Declaration of Need for year: \_\_\_\_\_

### FOR SERVICE IN A SCHOOL DISTRICT OR DISTRICT/COUNTY AUTHORIZED CHARTER SCHOOL

Name of District or Charter: Magnolia Public Schools dba Magnolia Science Academy District CDS Code: 76893-0130765

Name of County: Orange County County CDS Code: 30

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board/body of the school district or charter school specified above adopted a declaration at a regularly scheduled public meeting held on **05 / 18 / 23** certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until **June 30, 2024**.

Submitted by (Superintendent, Board Secretary, or Designee):

Derya Hajmeirza	_____	Director of HR
Name	Signature	Title
714-362-9588	213-628-3634	_____
Fax Number	Telephone Number	Date
250 E. 1ST STR. STE. 1500, LOS ANGELES CA 90012		
Mailing Address		
hr@magnoliapublicschools.org		
EMail Address		

### FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY, CHARTER SCHOOL OR NONPUBLIC SCHOOL AGENCY

Name of County \_\_\_\_\_ County CDS Code \_\_\_\_\_

Name of State Agency \_\_\_\_\_

Name of NPS/NPA \_\_\_\_\_ County of Location \_\_\_\_\_



The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/ NPA specified above adopted a declaration on \_\_/\_\_/\_\_ at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until **June 30, 2024**.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

<i>Name</i>	<i>Signature</i>	<i>Title</i>
<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>
<i>Mailing Address</i>		
<i>E-Mail Address</i>		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

**AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS**

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

<b>Type of Emergency Permit</b>	<b>Estimated Number Needed</b>
CLAD/English Learner Authorization (applicant already holds teaching credential)	4 _____
Bilingual Authorization (applicant already holds teaching credential)	0 _____
List target language(s) for bilingual authorization: _____	
Resource Specialist	0 _____
Teacher Librarian Services	0 _____

**LIMITED ASSIGNMENT PERMITS**

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	2
Single Subject	12
Special Education	2
TOTAL	16

AUTHORIZATION(S) FOR SINGLE SUBJECT LIMITED ASSIGNMENT PERMITS (A separate page may be used if needed)	ESTIMATED NUMBER NEEDED
Math	2
English	2
Physics	1
Foudational Level Science	1
Chemistry	1
Biology	1
Art	0
Drama	1
Industrial and Technology Education	0
Foreign Language (Spanish)	1
Physical Education	1
Geo Sciences	0
Social Sciences	1

**EFFORTS TO RECRUIT CERTIFIED PERSONNEL**

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to [www.cde.ca.gov](http://www.cde.ca.gov) for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

**EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL**

Has your agency established a District Intern program? Yes **No**

If no, explain. Participate in other intern programs

Does your agency participate in a Commission-approved college or university internship program? **Yes** No

If yes, how many interns do you expect to have this year? 3

If yes, list each college or university with which you participate in an internship program.

LACOE, The Chicago School of Education, Pepperdine University, CSUN, CSUDH, Alliant International University

If no, explain why you do not participate in an internship program.



State of California  
 Commission on Teacher Credentialing  
 Certification Division  
 1900 Capitol Avenue  
 Sacramento, CA 95811-4213

Email: [credentials@ctc.ca.gov](mailto:credentials@ctc.ca.gov)  
 Website: [www.ctc.ca.gov](http://www.ctc.ca.gov)

## DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2023-2024

Revised Declaration of Need for year: \_\_\_\_\_

### FOR SERVICE IN A SCHOOL DISTRICT OR DISTRICT/COUNTY AUTHORIZED CHARTER SCHOOL

Name of District or Charter: Magnolia Public Schools dba Magnolia Science Academy District CDS Code: 68338-0109157

Name of County: San Diego County County CDS Code: 37

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board/body of the school district or charter school specified above adopted a declaration at a regularly scheduled public meeting held on **05 / 18 / 23** certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until **June 30, 2024**.

Submitted by (Superintendent, Board Secretary, or Designee):

Derya Hajmeirza		Director of HR
<i>Name</i>	<i>Signature</i>	<i>Title</i>
714-362-9588	213-628-3634	
<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>
250 E. 1ST STR. STE. 1500, LOS ANGELES CA 90012		
<i>Mailing Address</i>		
hr@magnoliapublicschools.org		
<i>EMail Address</i>		

### FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY, CHARTER SCHOOL OR NONPUBLIC SCHOOL AGENCY

Name of County \_\_\_\_\_ County CDS Code \_\_\_\_\_

Name of State Agency \_\_\_\_\_

Name of NPS/NPA \_\_\_\_\_ County of Location \_\_\_\_\_

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/ NPA specified above adopted a declaration on \_\_ /--/ --- , at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until **June 30, 2024**.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

_____	_____	_____
<i>Name</i>	<i>Signature</i>	<i>Title</i>
_____	_____	_____
<i>Fax Number</i>	<i>Telephone Number</i>	<i>Date</i>
_____		
<i>Mailing Address</i>		
_____		
<i>E-Mail Address</i>		

► *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

**AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS**

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

<b>Type of Emergency Permit</b>	<b>Estimated Number Needed</b>
CLAD/English Learner Authorization (applicant already holds teaching credential)	5 _____
Bilingual Authorization (applicant already holds teaching credential)	0 _____
List target language(s) for bilingual authorization: _____	
Resource Specialist	0 _____
Teacher Librarian Services	0 _____

**LIMITED ASSIGNMENT PERMITS**

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	2
Single Subject	6
Special Education	2
TOTAL	10

AUTHORIZATION(S) FOR SINGLE SUBJECT LIMITED ASSIGNMENT PERMITS (A separate page may be used if needed)	ESTIMATED NUMBER NEEDED
Math	1
English	1
Physics	0
Foudational Level Science	1
Chemistry	0
Biology	0
Art	0
Drama	0
Industrial and Technology Education	1
Foreign Language (Spanish)	0
Physical Education	1
Geo Sciences	0
Social Sciences	1

**EFFORTS TO RECRUIT CERTIFIED PERSONNEL**

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to [www.cde.ca.gov](http://www.cde.ca.gov) for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

**EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL**

Has your agency established a District Intern program? Yes **No**

If no, explain. Participate in other intern programs

Does your agency participate in a Commission-approved college or university internship program? **Yes** No

If yes, how many interns do you expect to have this year? 3

If yes, list each college or university with which you participate in an internship program.

LACOE, The Chicago School of Education, Pepperdine University, CSUN, CSUDH, Alliant International University

If no, explain why you do not participate in an internship program.

# Coversheet

## Elections for Student Board Member

**Section:** III. Information/Discussion Items  
**Item:** A. Elections for Student Board Member  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** MPS Student Board Candidates 2023.pdf





# MPS Student Board Candidates

Current Grade: 11th



Anthony Samer Abasi

Passions: Astronomy, Medicine, Volleyball

Qualification: *Graduating Los Angeles Valley College, East Los Angeles College, and Los Angeles Pierce College next year, with a total of seven Associate Degrees.*

- Volunteered as a biochemistry lab assistant at California State University Northridge over last summer.
- Remotely volunteered as an observational astronomy research assistant at California State University Northridge.
- Volunteer at Dignity Health Northridge Hospital.
- Created and presented a TED-Ed Student Talk on the importance of productive struggle.
- Math teacher's assistant for topics ranging from Algebra to Calculus.

Vision: A positive school community that empowers students, giving them the tools to both inspire them to achieve their goals, as well as aid them.

Goals if selected: Bridge the gap between administration and students. Enhance board members' understanding of impact felt by the students. Monitor policy implementation for student feedback. Promote academic achievement through student empowerment.





Alejandro Guevara

School Name: Magnolia Science Academy 2  
Current Grade: 11th

Passions: Playing Guitar and Bass; Music; Video Editing

Qualification: Taken Multiple College Courses; Can get things done; Willing to put in the time and effort

Vision: To make the arts a more pronounced part of MSA

Goals if selected: Create Opportunities for students; Give Students a way to express themselves



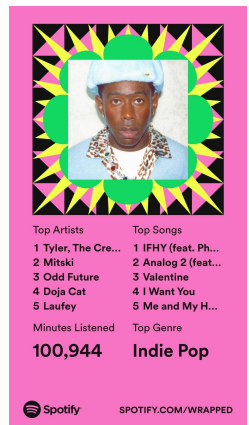


Current Grade: 11th

Passions: Riding roller coasters, listening to music, science, doing things outside of my comfort zone, self-improvement

Qualification:

- ★ Loyal student of MPS (Attended MSA-5 from 6th-11th grade and stuck with MPS after MSA5 moved buildings)
- ★ Bilingual (Spanish & English, 4 on AP Spanish exam)
- ★ Completed 5 Dual Enrollment courses and 1 AP course (All A's aside from 1 B)
- ★ Proficient/advanced on SBAC & MAP testing (both English and Math) from middle school up until now
- ★ Graduated middle school with high honor roll
- ★ Won HOWL awards
- ★ Ranked #2 in graduating class of 2024 (Weighted GPA: 4.25, Unweighted GPA: 3.99)
- ★ Volunteer work: tutor refugees from across the world English (every Saturday)
- ★ Won 2nd place in Steam Expo and MSA5 science fair (life sciences category, both in high school)



**Melissa De La Rosa**

Vision: For MPS to become a supportive and welcoming community that allows students and parents to become more engaged in school relations, for students to grow as individuals and most importantly, enjoy attending MPS.

Goals if selected: Create strategies that will help students grow internally and show initiative, leadership, willingness, and comfortability with public speaking. Create a more engaged environment between both students and parents across the MPS and their respective schools. Change the current systems in school to provide satisfaction to students.



Current Grade: 10th

Passions: Playing the cello, baseball, volleyball, volunteering, lifting, snowboarding, leadership and reading.

Qualification:

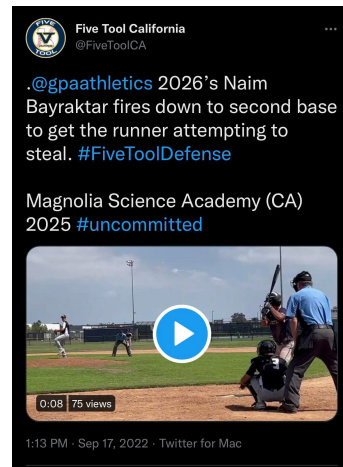
- 3 years of holding student government position (high school and middle school)
- 3 years of teaching 3rd and 4th grade (volunteer for Saturday and summer school)
- WE Club V.P., Human Rights Watch Treasurer
- Ranked 1st in class of 2025
- Taken around 15 college level courses
- Participated in Broadcom master (national level science fair twice (placed as top 300 within nation))
- Placed 1st place, twice, in Orange County Science Fair
- Place 4th in California State Science Fair
- 1 year of Junior Level College/D3 Baseball (GPA Baseball & BPA Baseball)
- 7 years of baseball in total
- 6 years of playing cello
- Award from mayor of Santa Ana and Lou Correa (Congressman of District 46)

Vision: Want to bring a more open, accapeting, and enthusiastic environment within all of our schools.

Goals if selected: Create a closer relationship within each school itself and as a district together. Bring a better understanding to the needs of students and bring new ideas coming directly from the students (whole district). Create a more engaged environment within schools.

Links:

- [National Science Fair](#)
- [WE Club](#)
- [California State](#)
- [GPA Baseball](#)
- [Five Tool Baseball](#)



Naim Bayraktar



## Coversheet

### Magnolia Public Schools Community Schools Initiative: Authentic Community Engagement

**Section:** III. Information/Discussion Items  
**Item:** B. Magnolia Public Schools Community Schools Initiative: Authentic  
Community Engagement  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** III\_B\_MPS Community Schools Initiative.pdf



Agenda Item:	III B: Information/Discussion Item
Date:	May 18, 2023
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools (“MPS”) Board of Directors (the “Board”)
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead(s):	Dr. Brenda D. Lopez, Chief External Officer Site-Based Community School Coordinators at each Magnolia Science Academy (MSA)
RE:	Magnolia Public Schools Community Schools Initiative: Authentic Community Engagement

**Action Proposed:**

No action is needed. This item is solely information but may spark interest and further conversation.

**Purpose:**

The purpose of today’s presentation is to inform and update Board members as well as the public about our year-long glows, growth, and success of the community School process, and rather than have you hear it from me, I am providing space and place for you to hear directly from our Community School Coordinators leading the work daily in their individual learning communities. We will also hear testimonials from Educational Partners to hear about their lived experience with community school work.

**Background:**

In 2021, the State of California made a significant \$3 billion dollar investment to convert several thousand schools in historically under-invested neighborhoods into centers of community life and providers of vital services for families as well as students.

In 2022, Magnolia Public Schools led by Dr. Lopez, CXO, applied for nine community school planning program grants; all nine schools were awarded 200K per school for a 1-year grant. The grant would fund building a solid foundation for all our schools anchored in the four pillars of the community schools framework.

- Integrated Student Supports
- Expanded and Enriched Learning Time and Opportunities
- Active Family and Community Engagement
- Collaborative Leadership and Practices

In 2023, Magnolia Science Academy San Diego was the 10th school site in our network to be awarded the CCSPP Planning Grant.

**Analysis:**

Community school work is an ongoing process that entails many moving parts. It especially encompasses the commitment once heard at a Multi-Systems of Support (MTSS) Conference *Nothing about us without us*. The meaning of this phrase represents that before decisions are finalized regarding resources,



allocating funds, and investing in partnerships we need to authentically engage our Educational Partners (students, staff, families, and community members) throughout the school year. In order to start this process, each school site transitioned from having a school site model to a Parent Advisory Committee (PAC) Group serving the role of a steering committee. Our stretch goal in the next two years is to create an organizational-level steering committee to inform the overall community schools work grounded in data (both quantitative and qualitative) with decision-making.

**Impact:**

Continued growth over the next five years and beyond!

**Budget Implications:**

\$9.98 Million towards continuing with the implementation of Community School work across eight school sites.

**Exhibits:** Slide Deck: Magnolia Community School Initiative



# Magnolia Community Schools Initiative 2022-2023

CCSPP Planning Cohort

# Magnolia's Mission and Vision

**MISSION:** Magnolia Public Schools provides a safe and nurturing community using a whole-child approach to provide a high-quality, college preparatory STEAM educational experience in an environment that cultivates respect for self and others.

**VISION:** Graduates of Magnolia Public Schools commit to building a more peaceful and inclusive global society by transforming traditional ideas with creative thinking, effective communication, and the rigor of science.

# Background

In 2021, the State of California made a significant \$3 billion dollar investment to convert several thousand schools in historically under-invested neighborhoods into centers of community life and providers of vital services for families as well as students.

In 2022, Magnolia Public Schools applied for nine community school planning program grants, all nine schools were awarded \$200K per school for a 1-year grant. The grant funds opportunities to build a solid foundation for schools anchored in the four pillars of the community schools framework.

- Integrated Student Supports
- Expanded and Enriched Learning Time and Opportunities
- Active Family and Community Engagement
- Collaborative Leadership and Practices

In 2023, Magnolia Science Academy San Diego became the 10th school site in our network to be awarded the CCSPP Planning Grant for the 2023-2024 school year.

# Timeline

## June - July 2022

Hired nine Community School Coordinators to lead the school site work, Conducted an inventory of current partnerships within MPS and external partnerships. Started to plan, research and connect to local community organizations.

## August - September 2022

Introduced our community model to students, families, staff, community as well as the roles and responsibilities of CSCs and in some cases explain the difference between the PACE work.

## October - November 2022

Conducted Assets and Needs Assessment Survey and Focus Groups to better understand glows and grows as a community. Continue to build trust and connection with learning community.

## December 2022 - January 2023

Reviewed data results to form an action plan to better support of students, families and staff. This helped identify needed programs and partnerships.

## February - March 2023

Parallel to leading the planning work, developed eight site specific implementation plans and applied for the CCSPP Implementation Grant in March.

## May 2023

The list of Implementation Plan Grant awardees released and approval set for May 18th on the California State Board of Education (SBE) agenda. Each Magnolia School that applied is on the award list, totaling over almost 10 million dollars across eight schools for the next five years.

# Network wide impact



1

What does it look like for Magnolia families to thrive?

2

What does a dream community school look like?



# MAGNOLIA RESEDA SCIENCE ACADEMY

## Collaborative Leadership and Practices

- Parent Advisory Council (PAC)
- Parent Task Force (PTF)
- Assets & Needs Assessments
- Data Walks
- Focus Groups
- Councilmember CD3, Sen. Caroline Menjivar, Congr. Tony Cardenas



## Expanded and Enriched Learning Time and Opportunities

- Saturday School
- Before/After school tutoring
- Summer School
- College Field Trips

## Integrated Student Supports

- 7 on campus Mobile Clinics (SCMC)
- Backpack donations
- Student essential donations



## Active Family and Community Engagement

- Parent Task Force (PTF)
- Parent Advisory Council (PAC)
- Coffee with Admin
- Community Resource Fairs
- 10 week Parent English Language Course



# MSA 1 Key Takeaways



**85% of our students know who to reach out to on campus for academic support other than their teachers.**

**89% of our families feel like staff at our Magnolia school take their concerns seriously and get responses in a timely manner.**

**80% of our staff feel like there are positive dynamics among staff/students and staff/parents.** (Data from our October Assets and Needs Assessment)

***"They help me when I'm down so I rise like a warrior" - MSA1 Student***





PROUD TO BE A COMMUNITY SCHOOL

California Community School Partnership Program

# OUR GROWTH



## Expanded Learning Time and Opportunities



## Active Family and Community Engagement



## Integrated Student Support



## Collaborative Leadership and Practices







Leading Together, Our Community Model

## KEY TAKEAWAYS



Of students believe our school provides opportunities for students to share their voice in student councils, clubs, and leadership programs.

\*Data from October 2022 CS Assets & Need Assessment Survey



Of students believe they have a good overall school experience.

\*Data from Spring 2023 Panorama Educational Survey

Students believe our school provides a safe environment for all students.



\*Data from October 2022 CS Assets & Need Assessment Survey



\*Data from Spring 2023 Panorama Educational Survey

"I am happy I can finally ask for help without feeling embarrassed. My parents work really hard to get us what we need but sometimes it's not enough. Now I have shoes and cool clothes to wear. All free! Thank you!" -MSA2 Student



Local Control and Accountability Plan



California Kids Investment and Development Savings Program



California's Mental Health Movement



CONGRESS.GOV



**MAGNOLIA**  
SCIENCE ACADEMY 3

**CARSON**

**MSA 3**

**August '22 - September '22** - Introduced the Community School Model to our students, families and community as well hold our 1st Parent Advisory Meeting in October

**October '22 - November '22** - Conducted our Assets and Needs Survey school wide with students, staff & families participating. We also conducted Focus Groups with our students, families and staff to understand the needs of our community.

**December '22 - January '23** - Discussing our findings from our Assets and Needs Survey with our team, students and parents. Then outlining a plan of action to address the survey. Introduced our school with Crossroads to help mentorship with students and conducted a campus clean up!

**February '23 - June '23** - Securing beneficial partnerships for our students, staff and families



Fall Resource Festival/Back to School Night Fair



Holly J Mitchell awarded MSA 3 \$5,000 for Backpacks, school supplies, and hygiene kits



Campus Clean up

## VIPERS Display of Community



Where were the schools before the CCSPP?

- Few partnerships with the community
- Parent engagement was put on pause due to COVID

Where are we with the CCSPP model?

- Partnership with Socal Crossroads in school site
- Parent College with collaboration with the community (AADAP, DMH, Wilmington Community Clinic, Women's Shelter of Long Beach)

Where are we going?

- MSA 3 will continue and search for partnerships with the community for our students, staff and families

# MSA 4 CS Journey

**August '22 - September '22** - Introduced the Community School Model to our students, families and community as well hold our 1st Parent Advisory Meeting in September

**October '22- November '22** - Conducted our Assets and Needs Survey school wide with students, staff & families participating. We also conducted Focus Groups with our students, families and staff to get a better idea on how to service our community.

**December '22- January '23** - Discussing our findings from our Assets and Needs Survey with our team, students and parents. Then outlining a plan of action to address the survey.

**February '23- June '23** - Researching and securing beneficial partnerships for our students, staff and families



**Community Resource Fair/Fall Festival**



**Baby2Baby/ Family2Family**



**Assmb. Isaac Bryan district 55, working with his amazing team & letting him know about MSA 4**





# VENICE

# MSA 4 Key Takeaways



# 1

## Where were the schools before the CCSPP?

- 25% of families not aware of our workshops offerings
- 37% of our students not being aware how to access social emotional & mental health services



# 2

## Where are we with the CCSPP model?

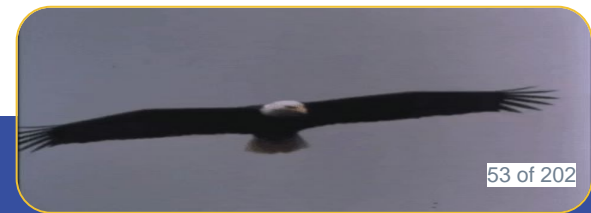
- Providing student with social emotional services (Plus Me Project)
- Working with Venice Family Clinic
- Parent College for our parents in providing courses and securing workshops for them



# 3

## Where are we going?

- Soaring and growing our school culture and community. Securing meaningful and beneficial partnerships and resources for our students, families and community.



## MSA 5's 1st year journey as a Community School

### Expanded Learning Time & Opportunities:

- Catalina Island overnight science camp
- UCLA leadership program

### Collaborative Leadership & Practices:

- Parent Advisory Committee (PAC)
- Asset & Needs & Assessment

### Active Family & Community Engagement:

- Community resource fair
- Community volunteering
- Neighborhood council meetings
- Parent meetings

### Integrated Student Support:

- 99 home visits completed
- Free mobile clinic
- Mental health



**LOS LOBOS' Display of Community**

## LOS LOBOS' Display of Community



# 1

Based on data results from surveys conducted with stakeholders:

- 26% of families are unaware of offered workshops focusing on variety of topics. Parent attending workshop conducted by New Economics for Women was connected and assisted regarding immigration services.
- 37% of students don't know who to reach out to on school site for social, health, and mental health services. Student's parent unaware of onsite counseling and was connected to Mitchell Family Counseling.

# 2

Although we are still in the development stage of our community schools model, we have built a strong team that is dedicated to assisting all the educational partners.

# 3

To provide students, parents, staff, and community members with deliberate partnerships toward growth and connection to the four pillars of community schools, MSA-5 will continue to build its Community School based on data.



# MSA 6 Journey as a CS

## TIGERS KEY TAKEAWAYS



**92%**  
OF STAFF FEEL THE SCHOOL COMMUNITY IS ABLE TO ESTABLISH AND MAINTAIN HEALTHY AND REWARDING RELATIONSHIPS.

Data from October 2022 CS Assets & Need Assessment Survey



**99%**  
My school provides opportunities for students to share their voices in student councils, clubs, and leadership programs

Data from October 2022 CS Assets & Need Assessment Survey



**74%**  
Families



**80%**  
Students

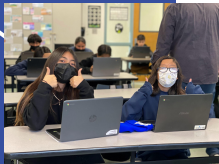


**93%**  
Staff

**OUR STAFF, STUDENTS, AND FAMILIES BELIEVE THEY HAVE A GOOD OVERALL SCHOOL EXPERIENCE**

Data from Spring 2023 Panorama Educational Survey

"While our school is small in numbers our schools show up in mighty ways. Always providing a space for all to feel seen, safe, and welcomed"  
-Ms. Mackey



# Leader in Me







By working together, pooling our resources, and building on our strengths, we can accomplish great things.  
- Ronald Reagan

# HOME OF THE TIGERS

**School Year 2022-2023**

01

02

03

04

## COLLABORATIVE LEADERSHIP PRACTICES

## EXPANDED LEARNING OPPORTUNITIES

## FAMILY AND COMMUNITY ENGAGEMENT

## STUDENT SUPPORT

- Parent Advisory Committee
- Parent Task Force
- Staff
- Focus Groups
  - Students
  - Parents
  - Staff
- Needs Assessments
- Data Walks
- Met with Local Officials (Assembly member Isaac Bryan: District 55)

- SEL Program (Leaders In Me)
- Koreatown Public Library Media Lab
- Hollywood-Wilshire Wellness Community Program
  - Physical Class (Zumba)
  - WIC
  - Free Produce Pick Up
  - Support Groups...etc
- Public Health Vaccine clinics
- Baby2Bay
  - Basic Needs items

- Parent Advisory Committee
- Parent Task Force
- Community Resource Fairs
- Multicultural Food Festivals
- Parent Workshops
  - Parent College
  - Volunteering Opportunities
- Increasing Family Involvement with MPS Punch card program

- SEL Learning
- PBIS Assemblies
- Focus Groups
- Field Trip Funding
- Mental Health Support
- After School Clubs
- Tutoring
- Think Together Evening Program
- Saturday School
- Student Led Fun Activities



## Collaborative Leadership Practices

- MET Team
- Parent Advisory Council & Parent Task Force
- Staff
- Conducted the Asset & Needs Assessment
- Hosted Focus groups
- Data Walks
- Met with Local Elected Officials

## Expanded Learning Opportunities

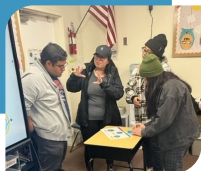
- Strengthen and Solidified 7 Pre Existing Partnerships
- Introduced 17 new Partnerships
- Created MSA7 Community Map (Northridge)
- Chamber of Commerce Connections

## Family and Community Engagement

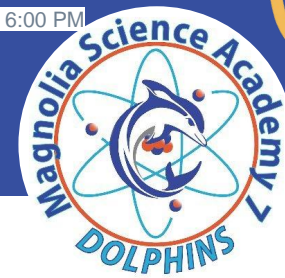
- Parent Advisory Council (PAC)
- Parent Task Force (PTF)
- Coffee with the Admins
- Community Resource Fair
- Family Events (7)
- Parent Meetings (25)
- Monthly Workshops
- Workshop Series
- Increase Family involvement

## Student Support

- 3 on Campus Mobile Clinics
- Community Closet/Hub
  - Clothing & Shoes
  - School Supplies
  - Hygienic Goods
  - Diapers
- School wide Assemblies
- Field Trip Funding



# MSA 7 Key Takeaways



97% of Staff believe that there is positive dynamics between staff, students and families.



98% of Families state that MSA7 provides a simulating and supportive environment for its students



98% of Families state that staff at MSA7 are caring, responsive, supportive and respectful.



"It is so welcoming to see that staff, knows my child's name and greets them every morning."  
-Parent of MSA 7 Student



82% of Students agree that the school staff want the best for them, and support them to excel

1

Students Approval Rating - 73%  
Staff Approval Rating - 90%  
Family Approval Rating - 99%

2

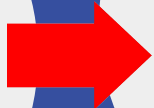
MSA7 is still working on finalizing its Community School Model, using this year of planning to really take into consideration what ALL of our educational partners really want and need.

3

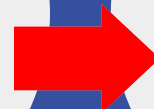
MSA7 will continue its work on becoming a community hub of resources, that offer a comprehensive approach to student wellbeing inclusive of health, social services, academics, development and more.

# MSA 8-Bell Journey as a CS

**August 22:**  
Students, Families, Staff, and Community were introduced for the first time to Community School Model with Community School Coordinator



**September - November '22:**  
Assets and Needs Assessment Surveys along with Focus Groups were conducted to better understand community needs



**January '23:**  
Based on data collected after survey, Needs were determined and a plan was created to accomplish goals for partnerships and programs to meet the needs of our community



**February '23**  
All information were shared with Parents, Staff & Community. Then we focused on programs that will support student, families, staff and include community



# MSA 8-Bell Key Takeaways



1

**Increasing the offering for parent trainings and involvement. (i.e Over 22 hours of parent training)**

2

Where are we with the CCSPP model?  
**We are improving day by day. Our Enrollment Applications for 2023-24 school year increased comparing with the previous year. Waiting list for 8th graders**

3

Where are we going?  
**Task Force including Educational Partners  
Increasing choice and voice  
Continue to Civic Engagement in our local communities  
Weekly newsletter and communication (ie. monthly calendar)  
Monthly Student Town Hall Meeting (Led by Students)  
More Effective Student Ambassador Programs**



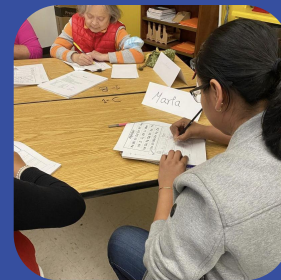
# Our Journey as a CS

## Take Action Mental Health Day



## Community Safety Meeting

## Expanded Learning

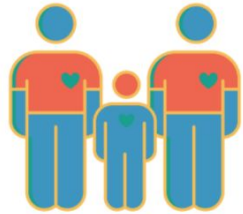




# MSA-SA Key Takeaways



**Community  
Advisory Committee**



**Student Quote by:  
Anthony Quiterio**

I feel there is a good community among the students no matter race or where we come from, we all do our best to support each other. We as students have a strong voice and I believe when we present valid points that are beneficial for the student body, we see the change.

1

Developed over 12 new partnerships that support our community needs and help strengthen our MTSS. We have also establish new relationships with council members and the distinct departments in the city of Santa Ana.

2

Our community schools' model is still in its development phase, but we have grown a strong team that is committed to supporting all the educational partners.

3

We look to further develop the capacity of our CAC and parent leadership and with the continued support from the city of Santa Ana, we will establish a neighborhood association to elevate the voice of our community and school.

# Thank You





# Coversheet

## Grows, Glows & Priorities Presentations

**Section:** III. Information/Discussion Items  
**Item:** C. Grows, Glows & Priorities Presentations  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** MSA-Santa Ana GGP 2022-23.pdf  
MSA-San Diego GGP 2022-23.pdf



# GLOWS, GROWS, & PRIORITIES

*Magnolia Science Academy - Santa Ana  
2022-2023*



# GLOWS



## Academics:

- Received CTE Grant and started CTE Software Development Pathway with collaboration of Santa Ana College
- Provided high number of AP courses (8)
- Dual Enrollment Program with Santa Ana College - 5 classes in total, 3 online and 2 in person on our campus
- Continued to hold data driven meetings with teachers
- Increase efficiency of small group interventions with stronger before and after school programs and Saturday School
- Schoolwide participation schoolwide to the International Kangaroo Math Competition
- Our Elementary VEX Robotics Team made it to the State Championships
- College Readiness:
  - 93% College Commitment
  - 24 UC and 50 CSU Acceptances
  - 4 UC Berkeley and 1 UCLA commitment
- US Best High Schools
  - Ranked 7th in OC, 63 in CA



## School Climate/Culture

- A strong Student Government (Secondary) and Student Council (Elementary)
- Received SILVER status for PBIS!
- Organized multiple assemblies and Spirit Weeks with a collaborative effort by teachers, students, and school administration
- Implemented PBIS and strategized close follow up with student behavior concerns
- PBIS Houses and competitions
- Continue to use Social Emotional Learning (SEL) curriculum
- Maintained daily student attendance of 94% and above
- Improved truancy issues by consistently communicating with parents
- Increased satisfaction rates in SEL surveys by all stakeholders (teachers, students, and parents)
- Continued CIF sports as a positive school culture
- Organized Sports in Elementary and Middle School with competitions
- Strengthened our Elementary School Band and performances outside school community
- College Counselor conducted Individual meetings with all high school students to increase college readiness

Powered by BoardOnTrack

## Parent and Community Communication:

- By using tools (ParentSquare) and the weekly newsletter, The Hook.
- Engaged parents and community with holding School Site Council, ELAC, and other meetings
- Continued support from Congressman Lou Correa, Mayor Valerie Amezcuca, Assemblymember Avelino Valencia
- Improved community involvement with building several partnerships with local organizations
- Awarded the CA Community Schools Partnership Program grant and we now have a Community Liaison
- Increased social media usage
- Ran several successful fundraising Campaigns
- Informative Transition Meetings to 6th and 8th Grade parents

## Facilities:

- Improved playground for elementary students
- Improved secondary playground to make more room for sports
- Added scoreboard to the gym
- Improved the safety at the campus



# GROWS



*MSA-SA's Girls Varsity Volleyball team is ready for the win!*

- Improving the campus to become more competitive in CIF Sports
- Increasing number of home visits
- Maintaining outside facilities such as a shade structure over the lunch area and adding a digital marquis to the front of the school.
- Improving Saturday School every Saturday by providing additional support with focused intervention.
- Planning more off-site fun activities with our staff.
- Planning more fun lunchtime activities for PBIS
- Utilizing the MPS High Quality Instructional Tool during informal walkthroughs and observations with admin and Home Office staff to make them more formative rather than evaluative.
- Improving Average Daily Attendance



# PRIORITIES

1

## ACADEMICS

Improving SBAC Math Proficiency by 5% and retaining the ELA rate.

Improving CTE Pathways Program

2

## ENROLLMENT

Reaching targeted enrollment number 530

Improving retention of 6th graders and 8th graders

3

## ATTENDANCE

Improving Daily Average Attendance to 96%

4

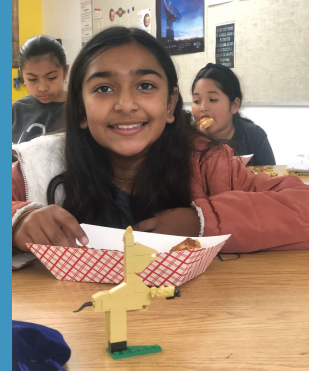
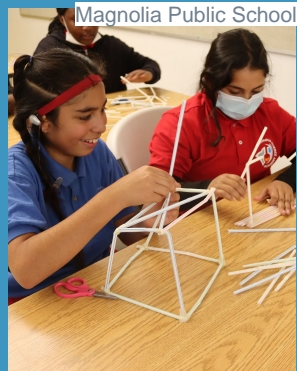
## EXTRACURRICULAR

Improving sports programs to elementary and middle school

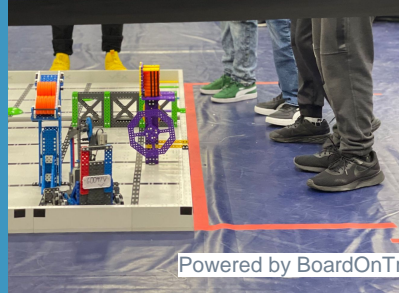


Powered by BoardOnTrack





# ELEMENTARY SCHOOL





# SECONDARY SCHOOL



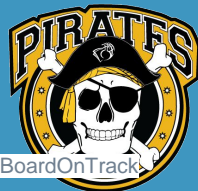
Powered by BoardOnTrack





# SPORTS @ ELEMENTARY & SECONDARY

Soccer, Basketball,  
Volleyball, E-Sports,  
Cross Country,  
Track and Field



Powered by BoardOnTrack





# COMMUNITY EVENTS

Festivals, Fundraising Dinners,  
Parent Events, Office Visits, Cup  
of Coffee with Principals



Powered by BoardOnTrack





# GLOWS, GROWS, & PRIORITIES

*Magnolia Science Academy San Diego  
2022-2023*



# GLAWS

- Strong SBAC Scores after Distance Learning
- Decrease in Suspension Rate
- Significant increase in 23-24 Applications, New Open House Model, Lottery for 6th Grade
- Archery SD Conference Champions, 2nd at CA State
- Started Offering Free Breakfast
- Strong Parent Advisory Committee and Parent Task Force
- Met Fundraising Goal to offer more Field Trips
- King Tut Immerse Experience Grant
- Community Schools Planning Grant- \$199,753
- Esser 3 Summer Grant-\$60K
- Baby 2 Baby and Parent Donations for Homeless Students during Holiday Season
- 12th Multicultural Food festival-[Click Here](#) for a Video Highlight
- Higher Student and Parent Participation in school events
- Soccer, Cross country, Flag Football and basketball teams and achievements
- Over 20 after school clubs led by students and staff
- Holiday Visit to Neighborhood Principals
- News Highlights [Love STEM SD](#), 6th Grade Camp- [KPBS](#), [10NEWS](#)
- Visit from Elected Officials
- DC Trip and 6th Grade Camp
- Saturday School and field trips to engage students over the weekend



Award Winning SeaPerch Teams



Air Cannon Activity at Petco Park



Special Commendation from City Council Member



Award Winning Archery Team at State Championship



**MAGNOLIA SCIENCE ACADEMY**  
A CALIFORNIA DISTINGUISHED SCHOOL

# GLAWS

- Survey Results/Participation
- Two is Too many Attendance Celebrations
- Academic Goal Celebrations
- Spirit Days
- Weekly SEL common Lessons based on Zones of Regulations/Habitudes
- Data PD and ADL PD
- Student Led Assemblies
- Diverse Student Population
- Professional Development: She Thrives SDCOE Women's Leadership Conference,
- Kickboard School Culture and -Principal for a day celebrations
- E-Hall Pass implementation
- Internet Safety and Cyber Security assembly by SDPD Foundation and DEA
- Elected Official Visits in Sacramento
- Strong SBAC Plan to celebrate student Achievement
- Elected Student Leadership (1st Year)
- Vex and SeaPerch robotics achievements
- Successful Band Concerts and Talent Show
- Wizard Party- Student Appreciation Day
- Community Events: SDFSE, San Diego Steam Expo, College and Career Week, Food Drive, Bingo Night

Wizards organizing Food Drive Donations



Winter Band Concert

## "PREP WEEK" SPIRIT DAYS

				
✕	✕	✕	✕	✕
<b>MON 5/8</b>	<b>TUES 5/9</b>	<b>WED 5/10</b>	<b>THUR 5/11</b>	<b>FRI 5/12</b>
Don't forget to get your rest before we test!	Use your powers to conquer the SBAC test!	Total Concentration!!	Knock it outta the park on the SBAC test!	Wizard Spirit! Wear school colors!
<b>PJs DAY!</b>	<b>Superhero Day!</b>	<b>Anime Day!</b>	<b>Sports Dress Day!</b>	<b>Blue/Purple</b>

Principal For a Day Lunch & Serce Dogs for TwolsTooMany Winners



**MAGNOLIA SCIENCE ACADEMY**  
A CALIFORNIA DISTINGUISHED SCHOOL

## SAN DIEGO STEAM EXPO

Cohosted by  
**Magnolia Science Academy & Grossmont College**

**A FREE, FUN Family Friendly Event** featuring interactive VexIQ & LEGO Robots, hands-on Science demos, live musical and cultural performances and much more.

**OPEN to the PUBLIC**

# GROWS

- Attendance- Below 95% ADA due to Flu Season
- Chronic Absenteeism
- Saturday School Student Participation
- Parent Workshops
- Facility Grant and SB 740 Applications
- SBAC scores for some of the student groups.
- Lunch and Breakfast Participation
- Special Education Positions and Service Provider Shortage
- Facility Improvements: Artificial Turf, Landscaping, Shade Structures, Marquee Sign
- Payscale- Base Salary
- Home visits
- MTSS Certification Program Completion Rate
- First Girls Basketball team
- Student Parent Orientation and Welcome Back Picnic



Private Qualcomm Tour for Saturday School Students



Girls Basketball Team



## MSA WIZARDS Goals 2022-23



**MAGNOLIA SCIENCE ACADEMY**  
A CALIFORNIA DISTINGUISHED SCHOOL

# PRIORITIES

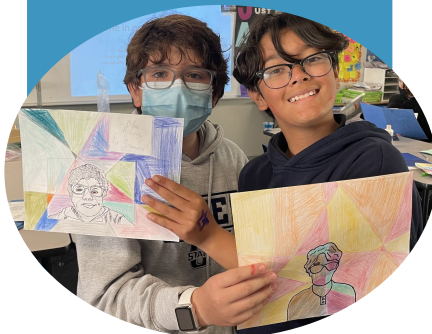
1

ENROLLMENT



2

SBAC/MAP  
GROWTH



3

FACILITY  
IMPROVEMENTS



4

AVERAGE DAILY  
ATTENDANCE  
(ADA)

SCHOOL  
CULTURE -  
ZONES OF  
REGULATION



**MAGNOLIA SCIENCE ACADEMY**  
A CALIFORNIA DISTINGUISHED SCHOOL

# Coversheet

## 403b & 457 Plans for MPS Wide Implementation

**Section:** III. Information/Discussion Items  
**Item:** E. 403b & 457 Plans for MPS Wide Implementation  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** III\_E\_403b & 457 MPS Implementation Plans - Discussion.pdf



Agenda Item:	III E: Information/Discussion Item
Date:	May 18, 2023
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools (“MPS”) Board of Directors (the “Board”)
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead(s):	Steve Budhreja Ed.D, Chief Financial Officer
RE:	403b & 457 Plan for MPS Wide Implementation for 2023-24 School Year

### **Action Proposed:**

No Board action will be taken for this item at this time. MPS Administration has researched several options to provide additional retirement compensation to all Magnolia Public Schools (MPS) employees. This item is being placed as information/discussion in order to describe potential 403b & 457 plan options that could be made available for MPS staff beginning in the next fiscal year.

### **Background:**

Currently, MPS has a 401k plan through John Hancock that is available for Home Office employees only. There are some Home Office employees that wish to contribute towards their retirement through the 401k plan but cannot do so because of rules related to the existing 401k plan. Specifically, the plan does not allow employees whose annual salary exceeds \$135,000 to contribute under the plan as they are considered to be “highly compensated” employees under IRS rules.

One of the options that would help mitigate this issue would be to allow for a 457 plan option that would allow these employees to contribute up to \$22,500 towards their retirement in order to provide for a retirement savings and also reduce their annual tax liability.

In addition to adding a 457 plan, MPS is evaluating a 403b plan option that is commonly used among Local Education Agencies. This plan would effectively convert existing Home Office 401k plan participants into a new 403b plan and also offered to all MPS employees and not just Home Office staff. The 403b plan option would allow school site employees to have a supplemental retirement plan if they choose to participate that would be in addition to their current Cal STRS or PERS.

Costs: One of the challenges that MPS must consider when rolling out these plan options to allow employees is the additional expenses that would be associated with these plans. In contemplation, the following items must be into consideration before making a decision.

- The 457 plan would be limited to only a select number of MPS employees (less than ten) and requires no employer contribution or match.
- The 403b plan option would allow all employees to contribute up to \$22,500 annually of their taxable income to supplement their retirement
- Discretionary Option - Both of the above noted plans would not require MPS to match dollar for dollar employee contributions but rather be “discretionary” meaning that MPS could decide each year whether to contribute from anywhere between 1 – 4 percent for its





employees.

### **Timeline**

Should MPS decide to move forward with dissolving the existing John Hancock 401k plan and move towards the implementation of the Nationwide Financial 457 & 403b plans, we would send out communication to all MPS employees during Summer 2023 and provide information on how to enroll, investment plan options, beneficiary information etc. We currently estimate that less than half of employees would choose to participate based on costs and reluctance for having additional withholdings being deducted from their paychecks.

### **Budget Implications:**

Based on current estimates, we anticipate the annual costs to be approximately \$660,000 assuming a 50 percent participation rate. If approved, MPS would utilize funds from the anticipated Employee Retention Credit (ERC) to cover the costs of this program for the 2023-24 fiscal year. The ERC credits are expected to be approximately \$6 million and we would like to utilize \$1.3 million of those proceeds to cover the costs of a maximum 4% match for the first two years of the program (23/24 & 24/25). The first year match would take place at the end of the 23/24 fiscal year once we have determined the number of eligible participants. This item would be brought forth and included as part of budget approval/updates during the next fiscal year.

### **Exhibits:**

The attached presentation covers additional details of the plans as well as projected annual costs. Any additional information would be gathered and presented during the June 8<sup>th</sup> board meeting for Board approval.



Allied Wealth Partners &  
Nationwide will create  
*optimized retirement plans.*



# *We are building a new 403(b) + 457 Plan together*

## 403(b) Plan

The 403(b) is for ALL Magnolia Public School staff



## 457 Plan

The 457 Plan is limited to Highly Compensated Employees (person making over \$135,000)



**\*\*IMPORTANT\*\***  
**\*\*These plans are separate & mutually-exclusive from any/all CalSTRS/ CalPERS plans\*\***



## The 2 Components of the 403(b) plan:

### *Employee Contribution:*

This refers to the participant's salary deferral each pay period

### *Discretionary Contribution:*

A voluntary component to be added each year by Magnolia Public Schools into the plan for the participants



## 457 Facts:

- We now can integrate a 457 plan (based upon your Charter School classification)
- This addition will complement, and not offset the existing 403(b)
- Our 457-plan resource is positioned to provide a totally bundled solution for Magnolia.

*Our due diligence determined that this plan does not permit the requisite employer contribution*



Welcome

Five Reasons to Start Saving Today

What Kind of Investor Are You?

## Here are some of the key facts and features of Pension2.

You can learn more, download an enrollment form, and make transactions by going to [Pension2.com](https://www.pension2.com). Or you can call the toll-free Pension2 information line at **844-electP2** (844-353-2872). Pension2 service representatives are available to help you—whether you have questions, need more information, or just need help enrolling or making a transaction. Don't be shy, feel free to call.

Click on topic below for more information, or [click here](#) if you would like a printable version of your plan highlights summary.

**Eligibility**



**Enrolling**



**Contributions**



Contribution is the term used for the money you put into Pension2. Your contribution amount is the dollar amount that you designate on the salary reduction agreement which is then deducted automatically each payroll period and deposited to your Pension2 account.

Pension2 allows you to defer any amount, subject to annual limits, from your paycheck on a pre-tax basis—or on an after-tax basis to a Roth 403(b) and/or 457(b), if offered—to those plans through Pension2, subject to IRS annual contribution limits. Please refer to [www.voya.com/IRSlimits](https://www.voya.com/IRSlimits) for current limitations.

**Age 50 Catch-up Contributions**



# Magnolia Public Schools 403(b) Plan Expense Comparison Summary

<b>Fee Description</b>	<b>John Hancock 401(k)</b>	<b>Nationwide 403(b)</b>
Weighted Net Expense	\$1,582	\$780
Wrap Fees	\$6,790	\$6,790
Administration Fees***	\$8,010	\$0
Participant Fees	\$696	\$1,392
Total Fees	\$17,078	\$8,961
Total Expense Ratio	2.24%	1.175%

**\*\*\*\* SAVINGS = \$8,117 or 1.065% \*\*\*\***

\*\*\* John Hancock's administration fees of \$8,010 cover additional services such as fund selection & monitoring, consulting, plan compliance, plan reporting & other administrative services. Nationwide includes these services in their wrap fees.

John Hancock does NOT provide a 3(38) investment manager, so the plan Trustees bear the liability for the plan IN THE EVENT OF AN AUDIT. Nationwide provides a 3(38) fiduciary & their fees are already included in the wrap fee.

# Coversheet

## ClassWallet Tool Implementation to Improve Organizational Needs

**Section:** III. Information/Discussion Items  
**Item:** F. ClassWallet Tool Implementation to Improve Organizational Needs  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:**  
III\_F\_ClassWallet Tool for Implementation to Improve Organizational Needs.pdf





Agenda Item:	III F: Information/Discussion Item
Date:	May 18, 2023
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools (“MPS”) Board of Directors (the “Board”)
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead(s):	Steve Budhrajia Ed.D, Chief Financial Officer
RE:	ClassWallet Tool for Implementation to Improve Organizational Needs for the 2023-24 School Year

**Action Proposed:**

No Board action will be taken for this item at this time.

**Background:**

MPS Administration has researched several options for school site principals to assist in their day to day needs for procurement. In the past, we used petty cash at the school sites to allow the principals to make discretionary purchases for some unexpected purchases (parking, snacks, reimbursements, emergency procurement etc.) MPS removed the petty cash option several years as cash dispersals can sometime be difficult to track and are often subject to scrutiny from our authorizers and auditors.

**Analysis:**

The MPS Finance Department has researched various options that would allow for school site principals to have funds available for discretionary spending including bank cards, AMEX, revisiting petty cash and software. Based on the analysis, we recommend a program called ClassWallet, which allows each principal access to a virtual wallet that is pre-loaded monthly fixed amount of up to \$1,000 that can be used for unexpected purchases.

One of the unique features about ClassWallet is that it has built-in features that allow for a complete audit trail on all purchases. For example, the electronic receipt capture feature allows transactions including receipts to be uploaded to the mobile app using the camera feature on smartphones. An electronic review of those transactions allows the Finance Department the ability to review all transactions and reduce or suspend activity if the transaction detail is not sufficient or amount exceeds allotment.

After careful review and discussion with the site principals, we think that this program can allow principals to meet their day-to-day needs while still maintaining strict standards for audit and compliance. Therefore, we are recommending this application for all MPS site principals and the CEO department.



**Budget Implications:**

The fees are fifteen cents (.15) per transaction and annual licensing cost are approximately \$3,000. While, the amount does not exceed the board threshold guidelines, the payment method that will be used has been updated and will also be updated in our MPS Board Policies & Procedures.

**Exhibits:**

- ClassWallet Master Service Agreement

## ClassWallet Master Service Agreement

The terms of this Master Agreement (the "Agreement") apply to the contract for services entered into by **Kleo, Inc. d/b/a ClassWallet** and Magnolia Public Schools (hereinafter referred to as the "Client"). This Agreement is subject to change upon written notice by ClassWallet to Client.

1. ClassWallet's Responsibilities.
  - a. ClassWallet shall provide the Client with the services and products listed in Exhibit A (collectively, the "Services").
  - b. During the term specified, ClassWallet shall provide the Client with only those Services for the duration of the Term of this Agreement as listed in Exhibit A.
  - c. Use commercially reasonable efforts to make the Services available 24 hours per day, 7 days per week (99.9% uptime), except for circumstances beyond the control of ClassWallet or scheduled downtime or maintenance.
  - d. Provide the Client with basic support for the Services ordered from ClassWallet from 8:00 a.m. to 8:00 p.m. (Eastern Time), Monday through Friday and 10:00 a.m. to 4:00 p.m. (Eastern Time) Saturday via email, web-based chat application and phone.
  
2. Client's Responsibilities.
  - a. Ensure that it and the users mutually authorized by it and ClassWallet ("Users") are in compliance with the terms of this Agreement.
  - b. Ensure that all Users are aware of and in compliance with this Agreement.
  
3. Fees and Payment for Contracted Services
  - a. Cost for Contracted Services for the is listed in Exhibit B.
  - b. The Client shall timely pay the fees listed in Exhibit B in accordance with the invoices issued to the Client by ClassWallet. At any time during the Term, the Client may contract with ClassWallet for additional Services.
  - c. Failure by the Client to make timely payments in accordance with the Contract for Services and invoices issued by ClassWallet shall result in an assessment of late charges at the rate of one and a half percent (1.5%) per month or the maximum permitted by the applicable law, if less. In its sole discretion, ClassWallet may suspend or discontinue its obligations to provide Services or make the Services unavailable under this Agreement if any amounts due by the Client are more than thirty (30) days late. The Client agrees to pay, to the extent permitted by law, the expenses of enforcement and collection of any amounts overdue including, without limitation, administrative costs, attorneys' fees and costs, and collection company fees.
  - d. ClassWallet may assess late fees to any delinquent billing account after the grace period has ended. In the event of a returned payment on a billing account or financial aid application, ClassWallet may assess a returned payment fee payable by the Party who submitted the payment.
  - e. Fees are subject to increase at the end of the Term.

4. Fund Collection And Remittance

- a. ClassWallet is not a chartered banking entity.
- b. The Client authorizes ClassWallet to act as an agent for the Client to collect and distribute funds to the Users. Any funds that ClassWallet collects as agent for the Client at the Client's direction shall be retained by ClassWallet and remitted to the Client in accordance with the timelines established for each product. ClassWallet shall hold the funds it collects from the Client in a segregated account titled the "ClassWallet Segregated Account f/b/o Customer" (the "ClassWallet Segregated Account") solely for the purpose of collecting funds from the Client, and remitting them to the Users, as agreed and permitted by law.
- c. By acting as a conduit between the Client and the Users, ClassWallet exercises no control over the funds other than as contemplated herein. ClassWallet will not commingle its own funds in the ClassWallet Segregated Account. ClassWallet will not use the funds for its own benefit, except as may be explicitly permitted by the Client. ClassWallet reserves the right to deduct any late fees, processing fees, and other fees from the funds in the ClassWallet Segregated Account, as applicable.
- d. All funds in the ClassWallet Segregated Account shall be the property of the Client.

5. Intellectual Property

- a. ClassWallet grants the Client, and the Client accepts a limited non-transferable and non-exclusive license solely to use the Services for the Term. The Client shall not permit any third party access to the Services and services provided by ClassWallet, unless expressly authorized and agreed to in writing by ClassWallet.
- b. The Client agrees and acknowledges that the Services are the sole and exclusive property of ClassWallet and/or its suppliers, and that the Client shall not have any right, title, or interest to any such Services or copies thereof, except as expressly authorized in this Agreement. ClassWallet reserves all rights.
- c. The Client shall not copy, modify, reverse engineer, disassemble, decompile, or make derivative works of the Services provided by ClassWallet, or any portion thereof, and shall not use the Services, or any portion thereof, other than as intended and provided for in this Agreement and the Contract for Services.
- d. The Client agrees to respect and not remove, obliterate, or cancel from view any copyright, trademark, confidentiality or other proprietary notice, mark, or legend appearing on any of the Services or the materials found on the ClassWallet website.
- e. ClassWallet may modify its Services from time to time
- f. If the Client desires additional functions or enhancements to the Services provided by ClassWallet, ClassWallet may, in its sole discretion, develop new functions or improvements to the existing Services for additional consideration to be mutually agreed upon. Any updates to the Services, new functions and enhancement shall be the sole property of ClassWallet.
- g. ClassWallet agrees and acknowledges that the Client and the Users own the rights, title and interest in and to all of the non-public data provided to ClassWallet or uploaded to or stored

in the Services by the Users and the Client. The Client and the Users grant ClassWallet the right to manipulate, modify, and edit all data provided by ClassWallet in connection with the services and Services provided hereunder. Client has sole responsibility for the accuracy, quality, integrity, legality, reliability, appropriateness, and intellectual property ownership of, or right to use, all such Client and User data.

6. Confidentiality and Privacy

- a. The Client agrees and acknowledges that the Services, including but not limited to the documentation and software, provided to the Client by ClassWallet constitute valuable, proprietary Services and contain intellectual property and confidential information of ClassWallet and/or its suppliers. Accordingly, the Client agrees not to disclose to any person, other than Users, any non-public portion of the Services, including but not limited to the documentation and any software that may be provided by ClassWallet hereunder. Furthermore, the Client agrees to take all reasonable efforts necessary to preserve the full confidentiality of all non-public portions of the Services provided to it by ClassWallet, including but not limited to any trade secrets.
- b. In providing services and Services under this Agreement, ClassWallet may receive non-public personal information from the Client and its Users. Such information may be gathered from a variety of transactions and documents. For example, enrollment agreements, applications, and other forms may contain such information. ClassWallet agrees not to disclose non-public, personal information received by it from the Client or its Users, except as: (a) permitted or required by law; (b) authorized by the Client or the Users; or (c) may be necessary to complete a transaction in the ordinary course of business. ClassWallet may share information, such as the transaction history of Users, with the Client, as permitted by law. Please see the ClassWallet privacy policy for additional information.
- c. ClassWallet acknowledges and agrees that it has implemented security measures, including physical, procedural and electronic safeguards, to protect non-public personal information provided to it and/or uploaded or input to the Services by the Client or the Users from access by unauthorized parties, consistent with applicable law.

7. Indemnification

The Client agrees to indemnify, defend and hold harmless ClassWallet, and its officers, directors, employees, agents, successors and assigns, from any and all losses and threatened losses arising from or in connection with (a) any breach of this Agreement or the Contract for Services by Client or any Users; or (b) the license to or use of the Services and the ClassWallet website by the Client or any Users.

8. Limitation Of Liability

- a. IN NO EVENT SHALL CLASSWALLET'S' AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT EXCEED THE TOTAL AMOUNT PAID BY THE CLIENT DURING THE TERM.
  - b. IN NO EVENT SHALL CLASSWALLET HAVE ANY LIABILITY TO THE OTHER PARTY FOR ANY LOST PROFITS OR REVENUES OR FOR ANY INDIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL OR PUNITIVE DAMAGES HOWEVER CAUSED ARISING OUT OF OR RELATED TO THIS AGREEMENT OR CONTRACT FOR SERVICES WHETHER OR NOT THE PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, TO THE EXTENT PERMITTED BY APPLICABLE LAW.
  - c. CLASSWALLET DOES NOT WARRANT OR GUARANTEE (a) THAT THE CLIENT'S ACCESS TO THE WEBSITE OR THE SERVICES WILL BE UNINTERRUPTED OR ERROR-FREE; (b) THAT THE WEBSITE OR THE SERVICES WILL OPERATE IN COMBINATION WITH HARDWARE, SOFTWARE, OR DATA OTHER THAN THAT DESIGNATED IN THE DOCUMENTATION; OR (c) THAT THE QUALITY OF THE SERVICES AND ANY PROFESSIONAL SERVICES PERFORMED IN CONNECTION HERewith WILL MEET SUBSCRIBER'S REQUIREMENTS OR EXPECTATIONS. ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTY OF TITLE, NON-INFRINGEMENT, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ARE HEREBY DISCLAIMED BY CLASSWALLET TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW.
  - d. THE SERVICES OR CLASSWALLET WEBSITE MAY BE SUBJECT TO LIMITATIONS, DELAYS, DELIVERY FAILURES, AND SIMILAR PROBLEMS INHERENT IN THE USE OF THE INTERNET AND ELECTRONIC COMMUNICATIONS AND CLASSWALLET IS NOT RESPONSIBLE FOR, AND SHALL NOT HAVE ANY LIABILITY IN CONNECTION WITH, ANY DAMAGES THAT ARISE AS A RESULT OF SUCH PROBLEMS.
9. The term (the "**Initial Term**") of this Agreement shall commence on the 19<sup>th</sup> Day of May, 2023 (the "Effective Date") and shall continue through June 30<sup>th</sup> 2023. Upon written notice by the Client, this Agreement can be extended for an additional twelve (12) months (the "Renewal Term") with an updated and amended Exhibit B. The Initial Term and any Renewal Terms shall be collectively referred to herein as the "**Term**."
10. Termination
- a. If ClassWallet commits a material breach of this Agreement and fails to cure such a breach within thirty (30) days after receipt of written notice of breach from the Client to ClassWallet, then the Client may, by giving notice to ClassWallet, terminate this Agreement.
  - b. If the Client commits a material breach of this Agreement, including but not limited to non-payment or late payment of the applicable fees, ClassWallet may terminate this Agreement upon written notice of such termination to the Client.
  - c. ClassWallet and the Client shall have the right to terminate the Agreement upon written notice to the other party: (a) upon the institution by or against either party of insolvency, receivership or bankruptcy proceedings or any other proceedings for the settlement of either party's debts, (b) upon either party making an assignment for the benefit of creditors, or (c) upon either party's dissolution or ceasing to do business.

d. Upon termination of this Agreement for whatever reason, to the extent commercially feasible, ClassWallet shall maintain online Client access to the Client's data for the period of two calendar years from contract termination.

11. Use of Name and Logo

Client hereby grants to ClassWallet the express right to use Client's organization name and logo in marketing, sales, financial, and public relations materials and other communications, including but not limited to email announcements, newsletters and marketing, banners, investor presentations, printed collateral, solely to identify Customer as a ClassWallet customer. ClassWallet hereby grants to Client the express right to use ClassWallet's name and logo solely to identify ClassWallet as a provider of services to Client. Other than as expressly stated herein, neither party shall use the other party's marks, codes, drawings or specifications without the prior written permission of the other party.

12. Force Majeure

Neither ClassWallet nor the Client shall be liable for any delay or default in performing hereunder if and to the extent such delay or default is caused by conditions beyond its control, including but not limited to act of God, war, fire, terrorist act, act or order of the government, labor dispute, network outages, or transportations delays, or delays associated with the performance of third parties or vendors not under the direct or indirect control of the non-performing party. The affected party will promptly notify the other party of the circumstances causing its delay or failure to perform and of its plans to implement a work-around solution.

13. Errors

Occasionally, even though it is outside of the scope of services regularly provided by ClassWallet and it is not required to do so, ClassWallet may assist the Client with data entry into the Services provided hereunder. The Client agrees that ClassWallet is not responsible for any errors or omissions that might occur during the data entry process.

14. Survival

Upon the expiration or termination of this Agreement, the obligations of ClassWallet and the Client to each other shall come to an end, except that the provisions of Section 5 (Intellectual Property), Section 6 (Confidentiality And Privacy), Section 7 (Indemnification) and Section 8 (Limitation Of Liability) shall survive and remain in full force and effect.

15. Arbitration

Upon the demand of the Client or ClassWallet, any dispute concerning the parties' duties or liabilities shall be resolved by binding arbitration in accordance with the terms of this Agreement. Arbitration proceedings shall be administered by the American Arbitration Association ("AAA") or such other administrator, as the parties shall mutually agree upon in accordance with the AAA Commercial Arbitration Rules. All disputes submitted to arbitration

shall be resolved in accordance with the Federal Arbitration Act (Title 9 of the United States Code), notwithstanding any conflicting choice of law provision. The arbitration shall be conducted at a location in Delaware selected by the AAA or other administrator. All statutes of limitation applicable to any dispute shall apply to any arbitration proceeding. All discovery activities shall be expressly limited to matters directly relevant to the dispute being arbitrated. Judgment upon any award rendered in arbitration may be entered in any court having jurisdiction.

16. Governing Law

This Agreement and the rights and obligations and relations of the Parties hereto shall be governed by the laws of the State of Delaware.

17. Notices

All notices and other communications required or permitted to be given under this Agreement shall be in writing and shall be personally served or mailed, postage prepaid and addressed to the respective parties as follows:

To ClassWallet:

ClassWallet  
6100 Hollywood Blvd  
Suite 108  
Hollywood, FL 33024

To The Client:

Magnolia Public Schools  
250 E. 1st Street, Suite 1500  
Los Angeles, CA 90012

18. Severability

If any provision of this Agreement or the application thereof shall, to any extent, be invalid or unenforceable, the remainder of this Agreement shall not be affected thereby and each provision of this Agreement shall be valid and enforced to the fullest extent permitted by law and be independent of every other provision of this Agreement.

19. Waiver

The waiver by ClassWallet of the breach of any provision of this Agreement on the part of the Client, shall not operate nor be construed as a waiver of any subsequent breach or deprive ClassWallet of the right to enforce thereafter that provision or any other provision of this Agreement.



20. Non-Assignability

The Client may not assign this Agreement nor any rights hereunder without the prior written consent of ClassWallet.

21. Entire Agreement

This Agreement, as may be updated or amended from time to time by ClassWallet, together with the Contract for Services, and the documents incorporated therein, constitute the entire agreement of ClassWallet and the Client as to the matters contained therein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered in this Agreement and the Contract for Services.

Client	ClassWallet
By: _____	By: _____
Print: _____	Print: _____
Title: _____	Title: _____
Date: _____	Date: _____

**Exhibit A – Product, Services and Fees****Schedule of Fees**

<b>Available Features</b>	<b>Annual Fee Per Student</b>
Marketplace	Included
Marketplace Premium (includes Amazon)	\$1.00
Reimbursement	\$0.15
Card Program	\$1.00
DirectPay*	\$0.15

**\*Direct Pay 2.5% processing fee at time of transaction, payable by vendor or administrator**

***Notional Virtual Wallet Account***

Through ClassWallet, each account holder is provided a virtual wallet. The Client allocates a balance to each virtual wallet account which indicates to the account holder how much they are able to spend. Account holders can access and view their balance through any electronic device: computer, tablet or smartphone.

ClassWallet holds Client funds in one omnibus bank account and acts as the record keeper and as the financial intermediary between the Client, the omnibus bank account, the parent, and the provider.

Account holders can spend the funds through any one of ClassWallet features:

- Debit card
- DirectPay transaction
- Marketplace purchase
- Reimbursement request

After payments are verified, ClassWallet facilitates the payment from the omnibus account.

Virtual wallet accounts can be:

- Loaded periodically, at any frequency the Client determines appropriate
- Suspended
- De-funded and funds returned to the Client

The account holder cannot make deposits into the virtual wallet account. Only Client administrators can fund virtual wallet accounts.

***Restrictions***

The Client may establish restrictions on which payment features - debit card, directpay, marketplace, reimbursement - it shall make available to the account holders. All individual accounts will default to these restrictions unless different restrictions are assigned to a particular account.

### *Other Information*

ClassWallet will support all outstanding balances in account holders' virtual wallet accounts after the contract period.

### **Marketplace**

---

The ClassWallet solution is unique in that it has an integrated ecommerce marketplace that allows users to spend dollars from their virtual wallets without having to use a debit card at all.

Account holders log into their ClassWallet account and then through the marketplace select which vendor they will like to shop from. Today over 40 leading brands are incorporated into the marketplace including Amazon, Scholastic, School Specialty, Really Good Stuff and many others that sell education materials exclusively. The Client reserves the ability to allow which vendors would be included in the marketplace.

Account holders do not need a debit card to check out. So long as there is sufficient balance in their account, the vendor will accept ClassWallet as adequate form for payment. If the account holder does not have sufficient funds, the account holder can top up using a personal credit card and complete the checkout process.

All vendors agree to provide ClassWallet SKU-level data of each transaction which in turn ClassWallet provides to the Client through detailed reporting capabilities.

Ecommerce Marketplace Feature	Value
<b>Automated settlement and reconciliation</b>	ClassWallet settles and reconciles all payments with vendors.
<b>Vendor curation</b>	ClassWallet has the capability of including only vendors approved by the Client, therefore ensuring any marketplace transaction is an authorized one.
<b>Pre-approval capability</b>	If desired, the Client can get pre-approval of ecommerce transactions prior to the transaction being completed.
<b>Transaction annotation</b>	The ClassWallet platform has the capability to capture additional information from the user such as notes or completion of the Client configured form fields to associate with each bill payment.

## **Card Program**

---

The ClassWallet debit card comes with multiple restrictions such as:

- MCC Code restrictions,
- ATM withdrawal restrictions,
- Merchant cash back restrictions, and
- Teller cash withdrawals restrictions.

The ClassWallet debit card has additional features that reduce opportunity for misuse of funds and lower administrative overhead costs for the Client. These features include:

Feature	Description
<b>Electronic receipt capture</b>	Account holders can upload receipts into the ClassWallet platform and associate them with specific debit card charges. Users can upload using the ClassWallet mobile application and camera phone, or a desktop scanner.
<b>Charge annotation and classification</b>	At the Client's discretion, the ClassWallet platform can be configured to capture information associated with each debit card charge such as explanatory comments, or other related data important to the Client

### ***Other features of the ClassWallet Debit Card and transaction processing and settlement information***

1. ClassWallet supports any agreement required to process debit transactions.
2. The ClassWallet debit card allows for Personal Identification Number (PIN) and signature-based purchases.
3. The ClassWallet debit card is not a stored value card.
4. The ClassWallet debit card has no line of credit associated with it.
5. The account holder cannot make deposits to the debit card.
6. The ClassWallet debit card provides for authorization and settlement of transactions on the Mastercard authorization and settlement network.
7. The ClassWallet debit card is accepted by all merchants that accept Mastercard.
8. ClassWallet mails all cards and account information directly to the account holder.

### *Card Issuance*

The ClassWallet Debit Card is issued by Mastercard.

Once an administrator has established an account on the ClassWallet platform, the account holder may request the card through a self-service form on the ClassWallet platform. As an alternative, the Client can provide account holder information to ClassWallet. Cards are shipped directly to the account holder's address and provided within 5 – 7 business days

For purposes of transition, ClassWallet supports bulk enrollment via spreadsheet templates.

### *Card Format*

The standard card design is:

- ClassWallet logo
- 16 digit number
- First name and last name of account holder
- Expiration date

For a fee, ClassWallet can design cards specifically for the Client including such items as the Client official seal, etc.

### *Card Replacement*

In the instance an account holder misplaces a card, the account holder may contact either the Client system administrator or a ClassWallet customer service representative at 877-969-5536 or by email at [help@classwallet.com](mailto:help@classwallet.com). ClassWallet customer service representatives require the account holder to provide certain user information to verify identity. Cards will be canceled and suspended immediately upon receipt of notice. The account holder will receive a replacement within 5 to 7 business days.

Client administrators can access account holders information 24 hours a day, 7 days a week and remove all funds from the account holder's account therefore disabling the ability for the card to facilitate any purchases.

There is a \$10 card replacement fee.

### *Disputed Items and Charge Backs*

All ClassWallet debit cards are protected with ClassWallet's \$0 Fraud Liability Guarantee, which means the account holder is never responsible for unauthorized purchases on his card.

If the account holder detects a fraudulent charge, they must contact ClassWallet customer service at 877-969-5536 or at [help@classwallet.com](mailto:help@classwallet.com).

### *Customer Information Privacy Principles*

ClassWallet's mission is to meet the desires of its customers. Entrusted with sensitive financial information, ClassWallet respects the privacy of its customers and are committed to treating customer information responsibly. ClassWallet clearly understands and will abide by the Client's requirements concerning the privacy of account holder information. ClassWallet's Customer Information Privacy Principles are readily available to its customers through its website.

Further, ClassWallet limits the amount and type of customer information it collects and retains to that which is required to establish and manage customer accounts, understand customer needs, provide customer services, offer new products and services, and comply with legal and regulatory requirements. ClassWallet will not contact individual account holders for any reason except as required for usage of the ClassWallet solution.

ClassWallet honors its consumer customers' requests to be excluded from marketing solicitations. ClassWallet does not disclose customer information outside the company companies, except:

- To conduct its business (for example, in connection with completing customer transactions, transferring customer accounts, or sharing information with credit reporting agencies, persons verifying account status, or persons providing services for us).
- When it suspects fraud or are otherwise required or permitted to do so by law or regulation.
- When a customer requests or gives it permission to do so, or to make available products or services it believes may be of interest to its customers.

## **Reimbursement**

---

Through ClassWallet, users may link the ClassWallet virtual account to their personal bank account securely by providing banking information via web access on the ClassWallet platform. ClassWallet does not store any banking information of account holders.

<b>Features</b>	<b>Description</b>
<b>Electronic receipt capture</b>	Users can upload receipts into the ClassWallet platform using the ClassWallet mobile application and their phone camera, or a desktop scanner.
<b>Electronic review of receipts</b>	Client will have the ability to review receipts via web access through the ClassWallet administration dashboard.
<b>Approve (Whole), Approve (In Part), Deny</b>	Client administrator can approve the reimbursement either in whole or in part (i.e. reimbursement for certain items in a receipt, but not all). Administrators may also deny the reimbursement request. This activity is conducted through via web access through the ClassWallet administration dashboard.
<b>Automated ACH</b>	ClassWallet automates the reimbursement by way of ACH direct deposit to the account holder's bank acct

## **DirectPay**

---

ClassWallet enables users to pay service providers and merchants via ACH payment. In order to take advantage of this feature, a minimal onboarding process would be required of the payees to complete a form verifying banking information. ClassWallet defers to the Client as to which merchants and service providers would be allowed to participate, and to define the registration process for service providers.

Features	
<b>Pre-approval capability</b>	If desired, the Client can get pre-approval of DirectPay payments prior to the transaction being completed. Pre-approval is available on a distribution-by-distribution basis and need not be an all-or-nothing proposition.
<b>Merchant curation</b>	ClassWallet has the capability of including only merchants approved by the Client, therefore ensuring any online bill payment is an authorized one.
<b>Transaction annotation</b>	The ClassWallet platform has the capability to capture additional information from the user such as notes or completion of the Client configured form fields to associate with each bill payment.
<b>ACH Settlement</b>	The Client will not have to manage wire or check payments separately, saving administration time and costs.

## **Mobile Browser Compatible**

---

ClassWallet is fully compatible with mobile iOS and Android browsers.

The mobile browser features include:

- Ability to view current balance
- Review reports
- Initiate a reimbursement request
- Initiate a DirectPay payment
- Upload documentation to support reimbursement, DirectPay and debit card transactions.

The marketplace is not available through mobile phones, but is available through mobile tablets.



## ***Transaction Reporting***

---

ClassWallet allows the Client to view real-time account transaction activity as well as historical data of transactions via web access to the ClassWallet administration dashboard, with the ability to filter by such fields as:

- Account holder
- Transaction type
- Date
- DistributionID
- And more

All reports are available in real time via secure web access through the ClassWallet administrative dashboard. Administrators can view all funds received and spent in real time, and easily generate reports. ClassWallet offers the Client unparalleled control and accountability of accounts, and maximum ease of use.

Account holders and administrators have real-time access to account balances and a full transaction history of funding and purchases. ClassWallet is a hierarchy role-based platform. Account holders have access to data relevant to their specific account; Client administrators have access to all accounts across the program.

**Exhibit B – Cost of Services (Initial Term Only)****Support**

	<b>Annual Fee per Student (A)</b>	<b>Number of Students (B)</b>	<b>Subtotal (A x B)</b>
Annual License	\$0.25	3900	\$975.00
<b>Subtotal</b>			<b>\$975.00</b>

**Features**

<b>Contracted Services</b>	<b>Annual Fee per Student (A)</b>	<b>Number of Students (B)</b>	<b>Subtotal (A x B)</b>
Card Program	\$1.00	3900	\$3,900.00
Card Program (50% early adopter discount)	-\$0.50		-\$1,950.00
<b>Subtotal</b>			<b>\$1,950.00</b>

**Price**

<b>Subtotal Support</b>	\$975.00
<b>Subtotal Features</b>	\$1,950.00
<b>Total</b>	<b>\$2,925.00</b>

**Payment Terms**

100% of fees due at signing.

**This offer is valid until May 31, 2023.**

# Coversheet

## Approval of 2023-24 School Calendars for all Magnolia Public Schools

**Section:** IV. Action Items  
**Item:** A. Approval of 2023-24 School Calendars for all Magnolia Public Schools  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** IV\_A\_2023-24 School Calendars for All MPS.pdf

Agenda Item:	IV A: Action Item
Date:	May 18, 2023
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools (“MPS”) Board of Directors (the “Board”)
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead(s):	David Yilmaz, Chief Accountability Officer
RE:	Approval of 2023-24 School Calendars for All Magnolia Public Schools (MPS)

**1. Action Proposed:**

I move that the Board of Directors approve the 2023-24 School Calendars for all Magnolia Public Schools (MPS).

**2. Purpose:**

We need to share our 2023-24 school calendar with our educational partners and start planning for the next school year as early as possible.

**3. Background:**

*Instructional Minute Compliance*

Per the California Education Code, charter schools have to offer at least 175 instructional days annually and also meet the required annual instructional minutes, which are 64,800 minutes for grades 9-12, 54,000 minutes for grades 4-8, 50,400 minutes for grades 1-3, and 36,000 minutes for kindergarten. MPS has always complied with the required instructional days and minutes; our instructional minutes are well above the state-required minimums, especially in grades K-8. At MPS instructional minutes on a regular day range from 335 minutes in elementary to 390 minutes in high school. The following table shows the annual instructional minutes for our schools in 2022-23.

School	# of instructional days	# of minutes offered annually	Minimum # of minutes required	# of minutes above the requirement
<b>6-12 Schools</b>				
MSA-1	185	65,236	64,800	436
MSA-2	185	65,240	64,800	440
MSA-3	185	65,225	64,800	425
MSA-4	185	65,919	64,800	1,119
MSA-5	185	65,260	64,800	460
MSA-Santa Ana	180	65,200	64,800	400
<b>Middle Schools</b>				
MSA-6	180	55,750	54,000	1,750

MSA-Bell	180	60,785	54,000	6,785
MSA-San Diego	180	60,785	54,000	6,785
Elementary Schools				
MSA-7	180	56,220	54,000	2,220
MSA-Santa Ana Elem * highest grade 6	180	56,305	54,000	2,305

#### 4. Analysis:

##### *180 vs. 185 school days*

Prior to 2021-22: Prior to 2021-22 MPS offered about 180/181 days of instruction in alignment with the local districts. Depending on our PD days and other details of the specific year’s calendar, such as start and end dates, school breaks and holidays, we chose between 180 and 181. In case of emergency school closures, additional day(s) have helped our high schools meet their annual instructional minutes without having to go through the filing of a “Request for Allowance of Attendance Because of Emergency Conditions” with the CDE.

2021-22: In order to address unfinished learning and overcome trauma due to COVID-19, many charter schools and districts extended the 2021-22 school year with the funds available to address the staffing, programs, and service needs. MPS also collected parent and staff feedback through surveys and presentations on several calendar options for the MPS 2021-22 school calendar. In 2021-22, all MPS schools in Los Angeles offered 185 instructional days, whereas MSA-San Diego and Santa Ana offered 180.

2022-23: The main discussion for 2022-23 was about whether to continue to offer 185 days or revert to the 180/181-day calendar. What played a key factor in our decision was SB 328. A major change taking place in 2022-23 was the school start time for our high schools. SB 328 approved by the Governor requires the school day for middle schools and high schools, including those operated as charter schools, to begin no earlier than 8:00 a.m. and 8:30 a.m., respectively. Our schools have traditionally started at 8:00 and the shift of high school start time to 8:30 a.m. would push the school end time by half an hour, creating many drawbacks for our after-school program, parent pick-up, teacher prep time for the next day, and more. If our high schools reverted from the 185-day calendar to the 180/181-day calendar, the school end time would be pushed even further, adding to the drawbacks.

After discussions with the school staff and leadership and careful consideration, our high schools in Los Angeles chose to continue with the 185-day calendar. This helped tremendously with meeting annual instructional minutes without having long school days that have late end times. MSA-Santa Ana, however, chose to continue with 180 days since they are a TK-12 school. The remaining schools, MSA-6, 7, Bell, and San Diego, which are elementary or middle, also chose the 180-day calendar over the 185-day calendar since they could still start their day at 8:00 a.m. and easily meet their annual minutes in a 180-day calendar.

2023-24: As in 2021-22 and 2022-23 calendars, our high schools in Los Angeles will continue to offer 185 instructional days in 2023-24. The remaining schools will have a 180-day calendar.

2023-24 School Calendars

Attached and below is the proposed 2023-24 academic calendar for MPS.

2023-24 MPS ACADEMIC CALENDAR							Holidays & Breaks
		MSA-1,2,3,4,5	MSA-6	MSA-7,8	MSA-Santa Ana	MSA-San Diego	Important Dates
JUL	Independence Day	7/4 (Tue)	7/4 (Tue)	7/4 (Tue)	7/4 (Tue)	7/4 (Tue)	
AUG	First Day of Instruction	8/15 (Tue)	8/10 (Thu)	8/15 (Tue)	8/14 (Mon)	8/21 (Mon)	
SEP	Labor Day	9/4 (Mon)	9/4 (Mon)	9/4 (Mon)	9/4 (Mon)	9/4 (Mon)	
SEP	Staff P.D. Day (Pupil Free Day)	9/22 (Fri)	9/22, 10/16	9/22 (Fri)	9/22 (Fri)	9/22 (Fri)	
NOV	Veterans Day	11/10 (Fri)	11/10 (Fri)	11/10 (Fri)	11/10 (Fri)	11/10 (Fri)	
NOV	Thanksgiving Break	11/20-11/24	11/20-11/24	11/20-11/24	11/20-11/24	11/20-11/24	
DEC	Last Day of First Semester	12/19 (Tue)	12/19 (Tue)	12/19 (Tue)	12/15 (Fri)	12/15 (Fri)	
DEC	Winter Break	12/20-1/8	12/20-1/8	12/20-1/8	12/16-1/8	12/16-1/2	
JAN	Staff P.D. Day (Pupil Free Day)	1/8 (Mon)	1/8 (Mon)	1/8 (Mon)	1/8 (Mon)	1/2 (Tue)	
JAN	First Day of Second Semester	1/9 (Tue)	1/9 (Tue)	1/9 (Tue)	1/9 (Tue)	1/3 (Wed)	
JAN	M. L. King Day	1/15 (Mon)	1/15 (Mon)	1/15 (Mon)	1/15 (Mon)	1/15 (Mon)	
FEB	Presidents' Day	2/19 (Mon)	2/19 (Mon)	2/19 (Mon)	2/16-2/19	2/16-2/19	
MAR	Staff P.D. Day (Pupil Free Day)	3/1 (Fri)	3/1, 4/15, 5/6	3/1 (Fri)	3/1 (Fri)	3/1 (Fri)	
MAR/APR	Spring Break	3/25-3/29	3/25-3/29	3/25-3/29	4/1-4/5	4/1-4/5	
APR	Cesar Chavez Day	4/1 (Mon)	4/1 (Mon)	4/1 (Mon)	4/1 (Mon)	-	
MAY	Memorial Day	5/27 (Mon)	5/27 (Mon)	5/27 (Mon)	5/27 (Mon)	5/27 (Mon)	
JUN	Last Day of Instruction	6/12 (Wed)	6/5 (Wed)	6/5 (Wed)	6/6 (Thu)	6/7 (Fri)	
JUN	Juneteenth	6/19 (Wed)	6/19 (Wed)	6/19 (Wed)	6/19 (Wed)	6/19 (Wed)	
	# of Instructional Days:	185	180	180	180	180	
	# of Staff P.D. (Pupil Free) Days:	3	6	3	3	3	

MSA-1 thru 5

MSA-1 through 5 will follow the LAUSD calendar very closely in terms of start and end dates and holidays and breaks, with the exception of our three MPS-wide staff development days, one in the fall (September 22), one in the winter (January 8), and one in the spring (March 1). Different from MPS, LAUSD calendar has Admission Day (September 1) as a holiday and two unassigned days (September 25 and April 24). The following table compares our school breaks and no-student days with those of the district.

	LAUSD	MSA-1 thru 5
First Day of Instruction	8/15	The same as LAUSD
Winter Break	2.5 weeks (12/20-1/5)	The same as LAUSD
Spring Break	1 week (3/25-3/29)	The same as LAUSD

Last Day of Instruction	6/5	6/12
Other:	No-student days on 9/1, 9/25, 4/24;	No-student days (PD days for staff) on 9/22, 1/8, 3/1
# of Instructional Days	180	185

*MSA-6 thru 8*

As explained above, MSA-6 through 8 chose the 180-day calendar over the 185-day calendar since they can still start their day at 8:00 a.m. and easily meet their annual minutes in a 180-day calendar being an elementary/middle school. For MSA-7 and Bell, the 5-day difference from the MSA-1 through 5 calendars will be the 5-school days-early closure. MSA-6 would normally follow this calendar, but they chose to start earlier than MSA-7 and Bell due to a few reasons. MSA-6 moved to a new Prop-39 location this school year and desires to start school earlier than LAUSD to establish the school culture at their co-located site. MSA-6 has also invested in three additional PD days as approved by the academic department. As a result, their calendar will be little bit off from the MSA-7 and Bell calendars.

*MSA-Santa Ana*

After careful consideration and feedback from their educational partners, MSA-Santa Ana has chosen to follow a very similar school calendar to SAUSD's. The differences from the SAUSD and MSA-Santa Ana calendars were discussed with the school administration, and they believe that the differences will not impact student attendance considering the grade span of the school is K-12 and that the school will communicate any differences closely with the parents. MSA-Santa Ana administration has also stated that having a 2-week winter break like SAUSD would negatively impact their ADA, so they would rather continue to have a 3-week winter break as they have been doing for the last few years. MSA-Santa Ana school leadership team believes that this proposed calendar will be in the best interest of their community. The following table compares MSA-Santa Ana school breaks and no-student days with those of the SAUSD.

	<u>SAUSD</u>	<u>MSA-Santa Ana</u>
First Day of Instruction	8/14	The same as SAUSD
Winter Break	2 weeks (12/25-1/5)	3 weeks (12/16-1/8)
Spring Break	1 week (4/1-4/5)	The same as SAUSD
Last Day of Instruction	5/30	6/6
Other:	No-student days on 10/2, 11/3, 11/17, 12/22, 2/16, 5/31	No-student days (PD days for staff) on 9/22, 1/8, 3/1
# of Instructional Days	180	180

*MSA-San Diego*

After their educational partners’ feedback, MSA-San Diego school leadership team has decided to follow the SDUSD calendar very closely except for three MPS symposium days and the last day of school. The school desired to be in sync with the SDUSD for winter and spring breaks. The following table compares MSA-San Diego school breaks and no-student days with those of the SDUSD.

	<u>SDUSD</u>	<u>MSA-San Diego</u>
First Day of Instruction	8/21	The same as SDUSD
Winter Break	2 weeks plus two days (12/18-1/2)	The same as SDUSD
Spring Break	1 week (4/1-4/5)	The same as SDUSD
Last Day of Instruction	6/6	6/7
Other:	No-student day on 1/2	No-student days (PD days for staff) on 9/22, 1/2, 3/1
# of Instructional Days	180	180

**5. Impact:**

We developed the calendars in collaboration with the school leadership teams who have sought feedback from their educational partners (staff and parents). LAUSD, SDUSD, and SAUSD calendars have been carefully considered while finalizing our calendars, making it more convenient for our families and mitigating the risk of reduced ADA.

For professional development, MPS will continue to have summer PD for admin, teachers, and new teachers in the summer as well as our staple teacher symposium days during the year. In addition, we are adding January 8, 2023, the Monday after the winter break, as a PD/preparation day.

*Next Steps*

After board approval of the school calendar, the schools will finalize other important dates on their school calendar (orientation, back to school night, parent conferences, lottery, etc.) MPS Home Office has created a calendar for all such important dates and some of those dates are flexible, to be decided by the sites, while other important dates are set MPS-wide. For example, summer PD, progress report dates and MAP test dates will be MPS-wide; back to school night and lottery dates will be site-specific within the windows determined by the Home Office.

School sites will also finalize their bell-schedules and complete the “2023-24 Instructional Minutes Calculation” form to ensure they are compliant with the annual instructional minute requirements. The forms will be signed by the school leadership and submitted to the Chief Accountability Officer for compliance and audit purposes and to prepare well in advance for the new school year. If the school leadership needs to make any changes to the school’s schedule after their submission of the instructional minute calculation form, the approval process will be repeated.





**6. Budget Implications:**

N/A

**7. Committee Recommendations:**

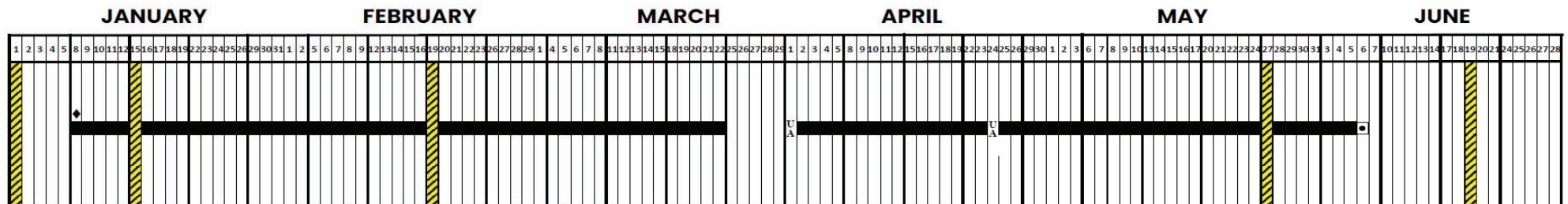
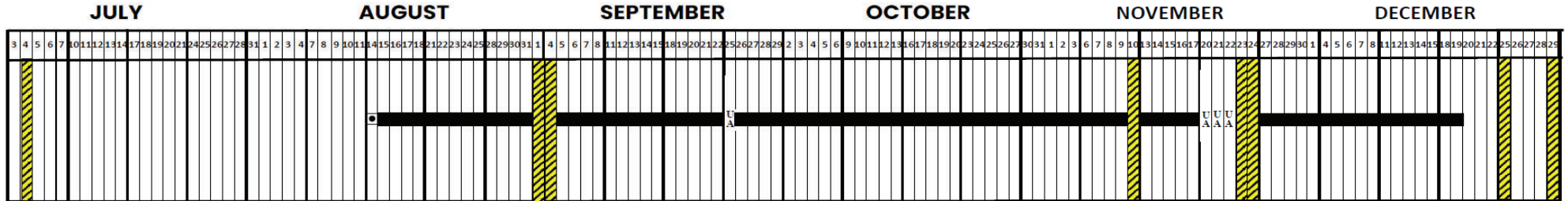
N/A

**8. Exhibits:**

1. 2023-24 MPS Academic Calendar (Page 7)
2. 2023-24 LAUSD Calendar (Page 8)
3. 2023-24 SAUSD Calendar (Page 9)
4. 2023-24 SDUSD Calendar (Page 10)

2023-24 MPS ACADEMIC CALENDAR							Holidays & Breaks
		MSA-1,2,3,4,5	MSA-6	MSA-7,8	MSA-Santa Ana	MSA-San Diego	Important Dates
JUL	Independence Day	7/4 (Tue)	7/4 (Tue)	7/4 (Tue)	7/4 (Tue)	7/4 (Tue)	
AUG	<b>First Day of Instruction</b>	<b>8/15 (Tue)</b>	<b>8/10 (Thu)</b>	<b>8/15 (Tue)</b>	<b>8/14 (Mon)</b>	<b>8/21 (Mon)</b>	
SEP	Labor Day	9/4 (Mon)	9/4 (Mon)	9/4 (Mon)	9/4 (Mon)	9/4 (Mon)	
SEP	Staff P.D. Day (Pupil Free Day) [1]	9/22 (Fri)	9/22, 10/16	9/22 (Fri)	9/22 (Fri)	9/22 (Fri)	
NOV	Veterans Day	11/10 (Fri)	11/10 (Fri)	11/10 (Fri)	11/10 (Fri)	11/10 (Fri)	
NOV	Thanksgiving Break	11/20-11/24	11/20-11/24	11/20-11/24	11/20-11/24	11/20-11/24	
DEC	<b>Last Day of First Semester</b>	<b>12/19 (Tue)</b>	<b>12/19 (Tue)</b>	<b>12/19 (Tue)</b>	<b>12/15 (Fri)</b>	<b>12/15 (Fri)</b>	
DEC	Winter Break	12/20-1/8	12/20-1/8	12/20-1/8	12/16-1/8	12/16-1/2	
JAN	Staff P.D. Day (Pupil Free Day)	1/8 (Mon)	1/8 (Mon)	1/8 (Mon)	1/8 (Mon)	1/2 (Tue)	
JAN	<b>First Day of Second Semester</b>	<b>1/9 (Tue)</b>	<b>1/9 (Tue)</b>	<b>1/9 (Tue)</b>	<b>1/9 (Tue)</b>	<b>1/3 (Wed)</b>	
JAN	M. L. King Day	1/15 (Mon)	1/15 (Mon)	1/15 (Mon)	1/15 (Mon)	1/15 (Mon)	
FEB	Presidents' Day	2/19 (Mon)	2/19 (Mon)	2/19 (Mon)	2/16-2/19	2/16-2/19	
MAR	Staff P.D. Day (Pupil Free Day) [2]	3/1 (Fri)	3/1, 4/15, 5/6	3/1 (Fri)	3/1 (Fri)	3/1 (Fri)	
MAR/APR	Spring Break	3/25-3/29	3/25-3/29	3/25-3/29	4/1-4/5	4/1-4/5	
APR	Cesar Chavez Day	4/1 (Mon)	4/1 (Mon)	4/1 (Mon)	4/1 (Mon)	-	
MAY	Memorial Day	5/27 (Mon)	5/27 (Mon)	5/27 (Mon)	5/27 (Mon)	5/27 (Mon)	
JUN	<b>Last Day of Instruction</b>	<b>6/12 (Wed)</b>	<b>6/5 (Wed)</b>	<b>6/5 (Wed)</b>	<b>6/6 (Thu)</b>	<b>6/7 (Fri)</b>	
JUN	Juneteenth	6/19 (Wed)	6/19 (Wed)	6/19 (Wed)	6/19 (Wed)	6/19 (Wed)	
	<b># of Instructional Days:</b>	185	180	180	180	180	
	<b># of Staff P.D. (Pupil Free) Days:</b>	3	6	3	3	3	

# Instructional Calendar – 2023–2024



<b>IMPORTANT DATES:</b>					
07-04-2023	Independence Day	12-20-2023 thru 01-05-2024	Winter Break	04-24-2024	Armenian Genocide Day
08-15-2023	First Day of Instruction	01-08-2024	Second Semester Begins	05-27-2024	Memorial Day
09-01-2023	Admission Day	01-15-2024	Dr. Martin Luther King Jr. Birthday	06-05-2024	Last Day of Instruction
09-04-2023	Labor Day	02-19-2024	Presidents' Day	06-19-2024	Juneteenth Holiday
11-10-2023	Veterans Day Observed	03-25 thru 29-2024	Spring Break		
11-23 & 24-2023	Thanksgiving Holiday	04-01-2024	Cesar E. Chavez Birthday Observed		
82 – Instructional Days on the First Semester		98 – Instructional Days on the Second Semester		180 – Instructional Days	

Magnolia Public Schools - Regular Board Meeting - Agenda - Thursday May 18, 2023 at 6:00 PM  
**Santa Ana Unified School District 2023-2024 Academic School Calendar**

JULY 2023					AUGUST 2023					SEPTEMBER 2023					OCTOBER 2023					
M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	
3	4	5	6	7		1	2	3	4					1	2	3	4	5	6	
10	11	12	13	14	7	8	9	10	11	4	5	6	7	8	9	10	11	12	13	
17	18	19	20	21	14	15	16	17	18	11	12	13	14	15	16	17	18	19	20	
24	25	26	27	28	21	22	23	24	25	18	19	20	21	22	23	24	25	26	27	
31					28	29	30	31		25	26	27	28	29	30	31				
4 Holiday - Independence Day					Duty Day - PD Days 8/9 - 8/10 11 Duty Day - Student Free Day 14 First Day of Fall Instruction Back to School Night: ES 8/24; HS: 8/31 Modified Day: ES:8/25					4 Holiday - Labor Day 22 Progress Reports: 6 Weeks (K-12) Back to School Night IS: 9/7 Modified Day HS: 9/1 IS: 9/8					2 Duty Day - Student Free Day: (IS) Parent Conference					
Instructional Days: 0					Instructional Days: 14					Instructional Days: 20					Instructional Days: IS: 21, ES/HS: 22					
NOVEMBER 2023					DECEMBER 2023					JANUARY 2024					FEBRUARY 2024					
M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	
		1	2	3					1	1	2	3	4	5					1	2
6	7	8	9	10	4	5	6	7	8	8	9	10	11	12	5	6	7	8	9	
13	14	15	16	17	11	12	13	14	15	15	16	17	18	19	12	13	14	15	16	
20	21	22	23	24	18	19	20	21	22	22	23	24	25	26	19	20	21	22	23	
27	28	29	30		25	26	27	28	29	29	30	31			26	27	28	29		
2 End of Trimester: (ES-58 Days) Progress Reports: 12 Week (HS/IS) Duty Day - Student Free Day: K-12: 11/3, ES: 11/17 Holiday Modified Day/Parent Conferences: ES 11/13-11/16 Non-Instruction - Thanksgiving Recess					21 End of Semester (HS 86 Days)/Modified Days (IS/HS) Progress Reports: 6 Weeks (ES) Duty Day - Student Free Day (HS)/End of Semester/Modified Day (IS) 86 Days/Full day (ES) Holiday Winter Break Modified Day: HS: 12/19, K-12: 12/20					8 First Day of Spring Instruction 15 Holiday - Martin Luther King, Jr. Day Holiday Winter Break					12 Holiday - Lincoln Day 15 Progress Reports: 6 Weeks (IS/HS) 16 Duty Day - Student Free Day (K-12) 19 Holiday - Washington Day 23 End of Trimester: (ES-59 Days) Modified Day/Parent Conferences: ES:2/28-3/1					
Instructional Days: ES: 14, IS/HS: 15					Instructional Days: HS: 15, ES/IS: 16					Instructional Days: 17					Instructional Days: 18					
MARCH 2024					APRIL 2024					MAY 2024					JUNE 2024					
M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	
				1	1	2	3	4	5			1	2	3	3	4	5	6	7	
4	5	6	7	8	8	9	10	11	12	6	7	8	9	10	10	11	12	13	14	
11	12	13	14	15	15	16	17	18	19	13	14	15	16	17	17	18	19	20	21	
18	19	20	21	22	22	23	24	25	26	20	21	22	23	24	24	25	26	27	28	
25	26	27	28	29	29	30				27	28	29	30	31						
Modified Day/Parent Conferences: ES:3/1 28 Open House: HS: 3/28 29 Progress Reports: K-12/Modified Day: HS					Non-Instruction - Spring Recess Open House: ES: 4/18 IS: 4/25 Modified Day: ES: 4/19, IS: 4/26					27 Holiday - Memorial Day Last Day of Instruction-End of Semester (IS/HS- 94 Days)/ End of Trimester (ES- 63 Days) / Modified Day (K-12) Duty Day - Student Free Day Modified Day: IS/HS: 5/28, K-12: 5/29										
Instructional Days: 21					Instructional Days: 17					Instructional Days: 21					Instructional Days: 0					

IMPORTANT INFORMATION	DAYS OF INSTRUCTION	Duty DAYS
1. <b>First Day of Service:</b> August 11, 2023	1. Students attend school <b>180</b> days	<b>Teacher Duty Days: 187 (5 Student Free Duty Days + 2 PD Days)</b>
2. <b>First Day of Instruction:</b> August 14, 2023	2. Parent Conferences: <b>Elementary School (ES):</b> November 13-17, 2023	<b>K-12:</b> November 3, 2023 & February 16, 2024
3. <b>Last Day of Service:</b> May 30, 2024	<b>Elementary School (ES):</b> February 26, 2023 - March 1, 2024	<b>Elementary:</b> November 17, 2023 <b>Intermediate:</b> October 2, 2024
Modified Wednesday ES/IS	<b>Intermediate School (IS):</b> October 2, 2023	<b>High School:</b> December 22, 2023

**SAN DIEGO UNIFIED SCHOOL DISTRICT  
2023-24 INSTRUCTIONAL CALENDAR  
FINAL**

**ADOPTED BY THE BOARD OF EDUCATION 5-10-22**

	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	TOTALS	
JULY	3	4 H	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31					Jul	0
AUGUST		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21 F	22	23	24	25	28	29	30	31		Aug	9
SEPTEMBER					1	4 H	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	Sep	20
OCTOBER	2	3	4	5	6 NI	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31				Oct	21
NOVEMBER			1	2	3	6	7	8	9	10 H	13	14	15	16	17	20 NI	21 NI	22 NI	23 H	24 H	27	28	29	30		Nov	16
DECEMBER					1	4	5	6	7	8	11	12	13	14	15	18 NI	19 NI	20 NI	21 NI	22 H	25 H	26 NI	27 NI	28 NI	29 H	Dec	11
JANUARY	1 H	2 NI	3	4	5	8	9	10	11	12	15 H	16	17	18	19 *	22	23	24	25	26	29	30	31			Jan	20
FEBRUARY				1	2	5	6	7	8	9	12	13	14	15	16 H	19 H	20	21	22	23	26	27	28	29		Feb	19
MARCH					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	Mar	21
APRIL	1 NI	2 NI	3 NI	4 NI	5 NI	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30				Apr	17
MAY			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27 H	28	29	30	31	May	22
JUNE	3	4	5	6 L	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28						Jun	4
																										<b>Total</b>	<b>180</b>

- H** Holiday
- F/L** First/Last Day of School
- NI** Non-Instructional Day (No School)
- Yellow** Instruction Day
- Blue**
- Orange**
- Green**
- Yellow**

\* end of semester 1

**2023 - 2024**

## Coversheet

### Approval of Award of Contract for Asbestos and Lead Based Paint Abatement and Demolition at 7111 Winnetka Ave.

**Section:** IV. Action Items  
**Item:** C. Approval of Award of Contract for Asbestos and Lead Based Paint Abatement and Demolition at 7111 Winnetka Ave.  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** IV\_C\_Contract of Asbestos and Lead Based Paint Apatement & Demolition at MSA-5 7111 Winnetka Street.pdf



Agenda Item:	IV C: Action Item
Date:	May 18, 2023
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools (" <b>MPS</b> ") Board of Directors (the " <b>Board</b> ")
From:	MPS Audit & Facilities Committee
Staff Lead(s):	Mustafa Sahin, Project Manager Patrick Ontiveros, General Counsel & Director of Facilities
RE:	Approval of Award of Contract for Asbestos and Lead Based Paint Abatement and Demolition at the Magnolia Science Academy—5 (" <b>MSA-5</b> ") New Construction Project at 7111 Winnetka Street.

1. **Action Proposed:**

Staff moves that the Board approve the award of a contract for (1) asbestos and lead based paint abatement and (2) site demolition for the Magnolia Science Academy—5 ("**MSA-5**") new Construction Project at 7111 Winnetka Street to Interior Demolition (together, the "**Project**") for a total fee of \$309,424.22 (\$229,954.22 for demolition and \$79,470.00 for asbestos abatement) and further approve that staff be authorized to negotiate and sign a professional services contract for said services in such form as staff may deem appropriate and in the best interests of Magnolia Public Schools.

2. **Purpose:**

The purpose of this proposed action is to approve the selection of Interior Demolition to abate the asbestos and lead based paint and demolish the existing building and site for the Project and to authorize MPS Staff to negotiate a final contract with Interior Demolition. The Project will be funded with the proceeds of a Charter School Facilities Program ("**CSFP**") award from the Office of Public School Construction ("**OPSC**").

3. **Background:**

***Acquisition of Winnetka Ave Property***

At its December 19, 2021 meeting, the MPS Board approved MPS signing a purchase and sale agreement ("**PSA**") for the purchase of the 7111 Winnetka Ave Property and making a good faith, refundable, escrow deposit of Two Hundred Thousand Dollars (\$200,000). Escrow for the purchase and sale of the Property was opened on December 22, 2021. MPS exercised all three (3) of its options to extend the contingency period. At its June 16, 2022 meeting the Board approved the waiver of the contingencies. At the June 16th meeting the Board also approved a loan from CLI Capital to fund the acquisition of the Property.



MPS assigned to MPM Sherman Winnetka LLC (“**Winnetka LLC**”) the right to acquire and take title to the Property with a loan from CLI Capital. Winnetka Ave LLC is a subsidiary of Magnolia Properties Management, Inc., a 501(c)(3) support corporation. Concurrent with the foregoing assignment, MPS entered into a lease for the Property with Winnetka Ave LLC. Escrow on the Property closed on October 21, 2022.

### ***CSFP Award***

MPS Staff applied for funding to the OPSC’s CSFP program during the application period held from May 2, 2022 to June 3, 2022. CSFP provides funding to charter schools for new school facilities. On October 26, 2022, the State Allocation Board (“**SAB**”) approved a preliminary apportionment in the amount of \$50,832,332. Awards made by CSFP are 50% loan and 50% grant. The loan portion is paid back by the award recipient and is amortized over 30 years. The CSFP award will be used to construct a new campus for MSA-5 which is currently co-located with MSA-1 on MSA-1’s campus.

### ***Architect of Record Selection***

The DLR Group was selected as the architect of record for the Project at the Board’s January 12, 2023 meeting..

### ***Asbestos Abatement and Demolition RFP***

Staff issued an RFP for asbestos abatement and demolition on March 28, 2023, the “**RFP**”). The RFP was sent to several demolition companies and was also posted on the MPS website. A copy of the RFP is attached as Exhibit A.

### ***Construction Management RFP Responses***

Staff received a total of four (4) proposals from Interior Demolition, Venterra Environmental, Restoration Management Company and NYM Construction. The proposals are summarized below.

	<b>Demo</b>	<b>Asbestos</b>	<b>Total</b>	<b>Note</b>
<b>Interior Demolition</b>	\$229,954.22	\$79,470.00	\$309,424.22	
<b>Venterra Environmental</b>	\$274,890.00	\$149,800.00	\$424,690.00	
<b>Restoration Management Company</b>		\$235,000.00	\$235,000.00	Submitted the proposal for only asbestos abatement
<b>NYM Construction</b>	\$319,800.00		\$319,800.00	Submitted the proposal for only demolition





Interior Demolition was also selected to demo MSA-1's old gym in 2017. After careful consideration, MPS Staff determined that Interior Demolition was the best fit for the Project including but not limited to the following reasons: price and favorable experience with them in 2017 for MSA-1 demolition project. Interior Demolition's response to the RFP is attached as Exhibit B. The other three (3) responses may be found with this [link](#).

4. **Analysis & Impact:**

MSA-5 is presently co-located on MSA-1's campus. With a combined student population of approximately 1,000 students the site is highly congested. Due to space limitations, both MSA-1 and MSA-5 are constrained in accepting more students. Prior to its move to the MSA-1 campus, MSA-5 was located on prop 39 Los Angeles Unified School District campuses. The Project will allow MSA-5 to occupy its own facilities on a permanent basis. MPS is seeking to conduct demolition as soon as feasible and practical to help meet a possible August 2024 occupancy.

5. **Budget Implications:**

All costs related to the Project, including asbestos abatement and demolition fees, will be paid for with the proceeds from the CSFP award. Therefore, there should be no impact on MSA-5's budget.

6. **Committee Recommendation(s):**

MPS Audit & Facilities convened for their meeting on Wednesday, May 10<sup>th</sup> and moved to approve this item for full Board approval.

7. **Exhibits:**

Exhibit A      RFP (Page 4)

Exhibit B      Interior Demolition RFP Response (Page 73)



## *EXHIBIT A*

# *Asbestos Abatement and Demolition RFP*



# MAGNOLIA PUBLIC SCHOOLS

Request for Qualifications / Proposals  
for (1) Asbestos Containing Materials and Lead Based Paint  
Abatement and (2) Building and Site Demolition at 7111 Winnetka  
Ave, Winnetka CA 91306

Due Date:

**March 10, 2023 by 5:00 PM**

## 1.0 INTRODUCTION

Magnolia Education & Research Foundation doing-business as Magnolia Public Schools ("MPS"), a charter school management organization, operates Magnolia Science Academy 5 ("MSA-5") located at 18238 Sherman Way Reseda CA 91335. The purpose of this RFP is to obtain proposals from qualified bidders that will enable Magnolia to select a qualified firm that can assist MSA5 in (1) the asbestos abatement and (2) demolition of the existing structure and site (each a "Project" and together, the "Projects"), in preparation for construction of a new building at 7111 Winnetka Ave.

Vendors may submit a proposal for both or either of the projects.

Please see the 2.0 Project Description for details. The Projects are being funded with an award from the State of California, Office of Public School Construction, under its Charter School Facilities Program ("CSFP"). Accordingly, all the requirements of the CSFP program are applicable including, prevailing wage and all public contract code requirements.

### Site Tour

A site tour will be facilitated.

### Proposals Due

Responses to the RFP are due no later than **5:00 PM (PST), Friday, March 10, 2023**, to the following individual:

Mustafa Sahin  
Facility Project Manager  
Magnolia Public Schools  
250 East 1<sup>st</sup> Street  
Suite 1500  
Los Angeles, CA 90012  
[msahin@magnoliapublicschools.org](mailto:msahin@magnoliapublicschools.org)  
760-587-6031

Questions regarding this RFP may be directed to the individual identified above via email.

### Proposal Format:

One (1) electronic PDF copy (by email) of your proposal must be delivered to the person indicated by the deadline stated above. Please endeavor to keep any emailed material to a single manageable file size (at or about 10 MBs) so that it may be easily distributed to the Selection Committee.

Respondents are encouraged to only include information pertinent to the Projects and the Selection Committee's ability to select the vendor best suited to successfully complete this job.

### Interviews:

Interviews will be held at the discretion of MPS and MSA-5. Interviews, if any, are expected to be held according to the schedule outlined above.

### Selection Committee:

The Selection Committee will be composed of representatives from MPS and MSA-5

## 1.1 Timeline

RFP Distributed: March 1, 2023

Proposals Due:	March 10, 2023
Interviews, if any (exact date and time TBD):	Week of March 13, 2023
Selection Announced:	Week of March 13, 2023
Contract Execution:	ASAP

## 2.0 PROJECT DESCRIPTION

The general scope of work is (1) the abatement of the asbestos and lead based paint and (2) the demolition of the existing one story structure and site asphalt on the site as indicated on the attached Alta survey and detailed within the scope of work. The site address is 7111 Winnetka Ave, Winnetka CA 91306. The successful respondent(s) shall be responsible for the following:

- Obtain all permits as required by State, County and Local Authorities.
- All soil erosion and sedimentation control measures as required including maintenance of such.
- All utility shutdowns and disconnections, including scheduling and coordination with utility companies, including demolition and capping of utilities at right of way for future use. This includes but is not restricted to electric, natural gas, water, storm, sanitary, phone, cable and fiber optic. All utility company fees for disconnections will be paid by the Owner.
- Lead and Asbestos Abatement per the LBP & ABM report.
- All Investigations and Assessments needed to develop a suitable abatement and demolition plan.
- Complete demolition of the structure on the property, including but not restricted to all below grade footings, foundations, slabs, piping, wiring and ductwork.
- Backfill of all excavated and/or demolished areas with compacted fill material.
- Coordination with all Owner's Consultants and Contractors.
- The selected firm shall provide temporary facilities, services, barriers, pollution controls, prevention of wind-blown debris leaving the site, enclosures, and removal and legal disposal of all demolition and construction debris as required by local, state, and federal codes. This includes securing the site during demolition, and until construction activity begins, with a temporary fence around the demolition areas.
- All demolition work must adhere to all municipal demolition regulations. It is the responsibility of the demolition contractor to verify these regulations and to adhere to them at all times.
- The existing one-story wood frame building is approximately 21,000 square feet and was constructed in 1979.
- The demolition plan will need to be submitted and approved by the City of Los Angeles Department of Building and Safety. Securing a demolition permit, and all other necessary municipal approvals, will be the responsibility of the selected firm.
- All bidders shall be responsible for familiarizing themselves with on-site job conditions. Failure to do so shall in no way incur any delays in work or extra cost to the Owner.

The building and premises are available for examination. Please coordinate site access with Mustafa Sahin, msahin@magnoliapublicschools.org or (760) 587-6031.

## 3.0 PROPOSAL FORMAT

Respondent shall format its response as set forth below to facilitate timely review and selection. Please be specific to the RFP, and do not include materials not explicitly requested, such as generic marketing materials.

### Your response should include the following:

- Letter of interest
- Name of your company and the individual responsible for the account
- Restate all the requirements of Section 4.0 and provide responses to each.

See Section 1.0 for additional proposal format clarifications.

#### **4.0 PROPOSAL REQUIREMENTS**

#### **4.1 Vendor Qualifications and Experience**

##### **4.1.1 Vendor Description.**

Provide a description of your company and why it is qualified to undertake the Project(s). In particular, describe your experience with similar projects (that is, projects subject to the California Public Contract code).

Provide the following:

A minimum of three (3) references, including

- (a) name and scope of the project
- (b) client name and contact information
- (c) contract amount

##### **4.1.2 Qualifications and Experience of Key Personnel.**

Identify the person(s) that will be principally responsible for working with the MPS and leading this engagement and their qualifications and experience.

##### **4.1.3 Insurance.**

Provide a description of vendor's insurance coverage.

#### **4.2 Cost**

Respondent's proposal should include an overall cost and should be broken down in detail. The proposal should also provide a break-down of any and all other costs and fees including, but not limited to, labor, delivery fees, installation fees, applicable taxes, etc.

#### **4.3 Schedule**

MPS and MSA-SA desire to complete this project as soon as possible, please also provide the expected completion of the project.

#### **4.4 Contract**

The successful respondent will be required to sign an agreement with Owner in the form of (AIA Document A101-2017). Please provide an affirmative statement of respondent's concurrence or else any changes that respondent desires to make to the form.

#### **5.0 CONTACT**

Questions to Owner will be accepted via email by the Project Manager identified above. Answers to questions will be provided to all participants as available.

**6.0 RFP/Q EXHIBITS**

**Exhibit A- Alta Survey**  
**Exhibit B- Asbestos Test**

**7.0 BID ACCEPTANCE/REJECTION & MODIFICATION**

The Owner reserves the right to modify this RFP/Q, reject any or all proposals, cancel the solicitation process at its sole discretion. Owner will endeavor to inform all parties who have expressed interest in submitting a response to this RFP/Q of any such changes.

**8.0 PROPOSAL VALIDITY**

RFP responses shall be valid until execution of a contract, which is expected to occur on or about the week of March 13, 2023. No changes to information received within the Respondent's proposal shall be changed or altered without approval by the Owner.

# Exhibit A

## ALTA and Topo Survey



LEGAL DESCRIPTION:

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF LOS ANGELES, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

LOTS 1 AND 2 OF TRACT NO. 24753, IN THE CITY OF LOS ANGELES, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 642 PAGES 47 AND 48 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

EXCEPTING THEREFROM LOT 2 AND THE NORTHERLY 30.05 FEET OF LOT 1, ALL MINERALS, OILS, PETROLEUM, AND KINDRED SUBSTANCE AND NATURAL GAS UNDER AND IN SAID LAND AS RESERVED IN DEED FROM W. F. RUTSHAUSER AND WIFE RECORDED IN BOOK 16963 PAGE 322, OFFICIAL RECORDS.

APN: 2135-038-016

PRELIMINARY REPORT PREPARED BY:

FIDELITY NATIONAL TITLE COMPANY

4400 MacArthur Blvd., Suite 200, Newport Beach, CA 92660  
TITLE OFFICER: Thomas Szopinski - TEL: (949) 622-5000

EXCEPTION ITEMS PER ORDER NO. 002-30078511-TS4, DATED DECEMBER 6, 2021

NOTE: EXCEPTION ITEMS IN THE PRELIMINARY REPORT IS PREPARED FOR THE CONVENIENCE OF THOSE PERSONS USING THIS SURVEY. FOR FULL DETAILS OF TITLE ITEMS, REFER TO THE COMPLETE REPORT AND TO THOSE DOCUMENTS REFERRED TO THEREIN.

- ITEM NO. A. PROPERTY TAXES, INCLUDING ANY PERSONAL PROPERTY TAXES AND ANY ASSESSMENTS COLLECTED TAXES, ARE AS FOLLOWS:
B. THE LIEN OF SUPPLEMENTAL OR ESCAPED ASSESSMENTS OF PROPERTY TAXES, IF ANY, MADE PURSUANT TO THE PROVISIONS OF CHAPTER 3.5
1. WATER RIGHTS, CLAIMS OR TITLE TO WATER, WHETHER OR NOT DISCLOSED BY THE PUBLIC RECORDS.
2. EASEMENT(S) FOR THE PURPOSE(S) SHOWN BELOW AND RIGHTS INCIDENTAL THERETO AS SET FORTH IN A DOCUMENT:
3. AN EASEMENT FOR STREET PURPOSES OVER THAT PORTION OF SAID LAND SHOWN AS "FUTURE STREET" ON THE MAP OF SAID TRACT NO. 24753...
4. A COVENANT AND AGREEMENT REGARDING MAINTENANCE OF YARDS OF AN OVERSIZED BUILDING
5. THE LAND DESCRIBED HEREIN IS INCLUDED WITHIN A PROJECT AREA OF THE REDEVELOPMENT AGENCY SHOWN BELOW...
6. A DEED OF TRUST TO SECURE AN INDEBTEDNESS IN THE AMOUNT SHOWN BELOW:
7. AN ASSIGNMENT OF ALL THE MONEYS DUE, OR TO BECOME DUE AS RENTAL, AS ADDITIONAL SECURITY FOR THE OBLIGATIONS SECURED BY DEED OF TRUST SHOWN AS ITEM NO. 6
8. MATTERS CONTAINED IN THAT CERTAIN DOCUMENT
9. A FINANCING STATEMENT AS FOLLOWS:
10. ANY EASEMENTS NOT DISCLOSED BY THE PUBLIC RECORDS AS TO MATTERS AFFECTING TITLE TO REAL PROPERTY...
11. MATTERS WHICH MAY BE DISCLOSED BY AN INSPECTOR AND/OR BY A CORRECT ALTA/NSPS LAND TITLE SURVEY...
12. ANY RIGHTS OF THE PARTIES IN POSSESSION OF A PORTION OF, OR ALL OF, SAID LAND, WHICH RIGHTS ARE NOT DISCLOSED BY THE PUBLIC RECORDS.

SURVEYOR'S NOTE:

GMON SURVEYING, INC., HAS RELIED SOLELY ON THE MENTIONED REPORT ORDER NO. 002-30078511-TS4, DATED DECEMBER 06, 2021, PREPARED BY FIDELITY NATIONAL TITLE COMPANY TO LOCATE TITLE MATTERS SHOWN HEREON UNLESS NOTED OTHERWISE. GMON SURVEYING, INC MAKES NO STATEMENT AS TO THE ACCURACY OR COMPLETENESS OF THE HEREON REFERENCED TITLE REPORT.

FURTHER ALL INTERESTED PARTIES ARE ADVISED THAT LIENS, TAXES, C.C. & R'S, TRUST DEEDS, COUNTY CONDITIONS, ORDINANCES, REGULATIONS, STANDARDS OR POLICIES HAVE NOT BEEN ADDRESSED BY THIS SURVEY OTHER THAN AS NOTED HEREON, AND THEN ONLY TO THE EXTENT ADDRESSED HEREON.

ITEMS 6A, 6B, 11A & 11B: DOCUMENTS NOT PROVIDED

NO EVIDENCE OF RECENT EARTH MOVING WORK, BUILDING CONSTRUCTION, OR BUILDING ADDITIONS OBSERVED ON THE PROCESS OF CONDUCTING THE FIELDWORK

BASIS OF BEARINGS:

THE BEARING N 00°01'17" W OF THE CENTERLINE OF WINNETKA AVENUE, AS SHOWN ON TRACT NO. 24753, RECORDED IN BOOK 642, PAGES 47 & 48, WAS USED AS THE BASIS OF BEARINGS SHOWN ON THIS MAP.

ABBREVIATIONS:

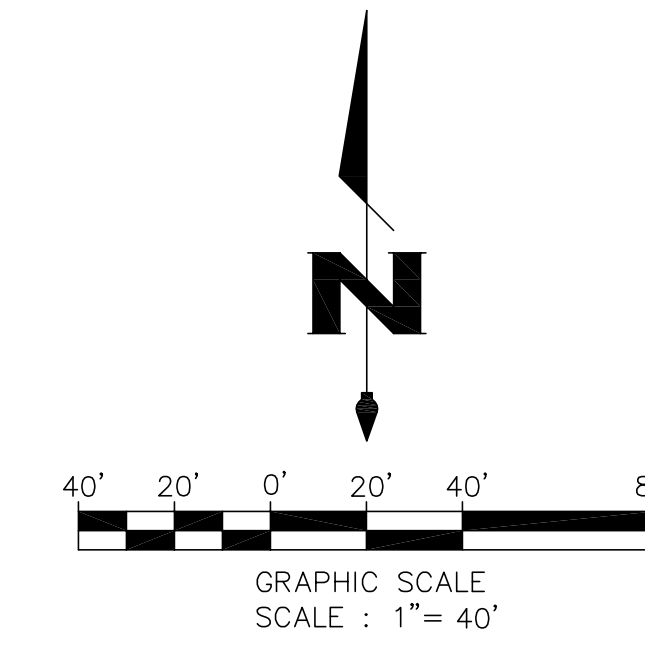
C.E.F.B. CITY ENGINEER FIELD BOOK
C/L CENTERLINE
M.B. MAP BOOK
PG. PAGE
PGS. PAGES

FLOOD ZONE:

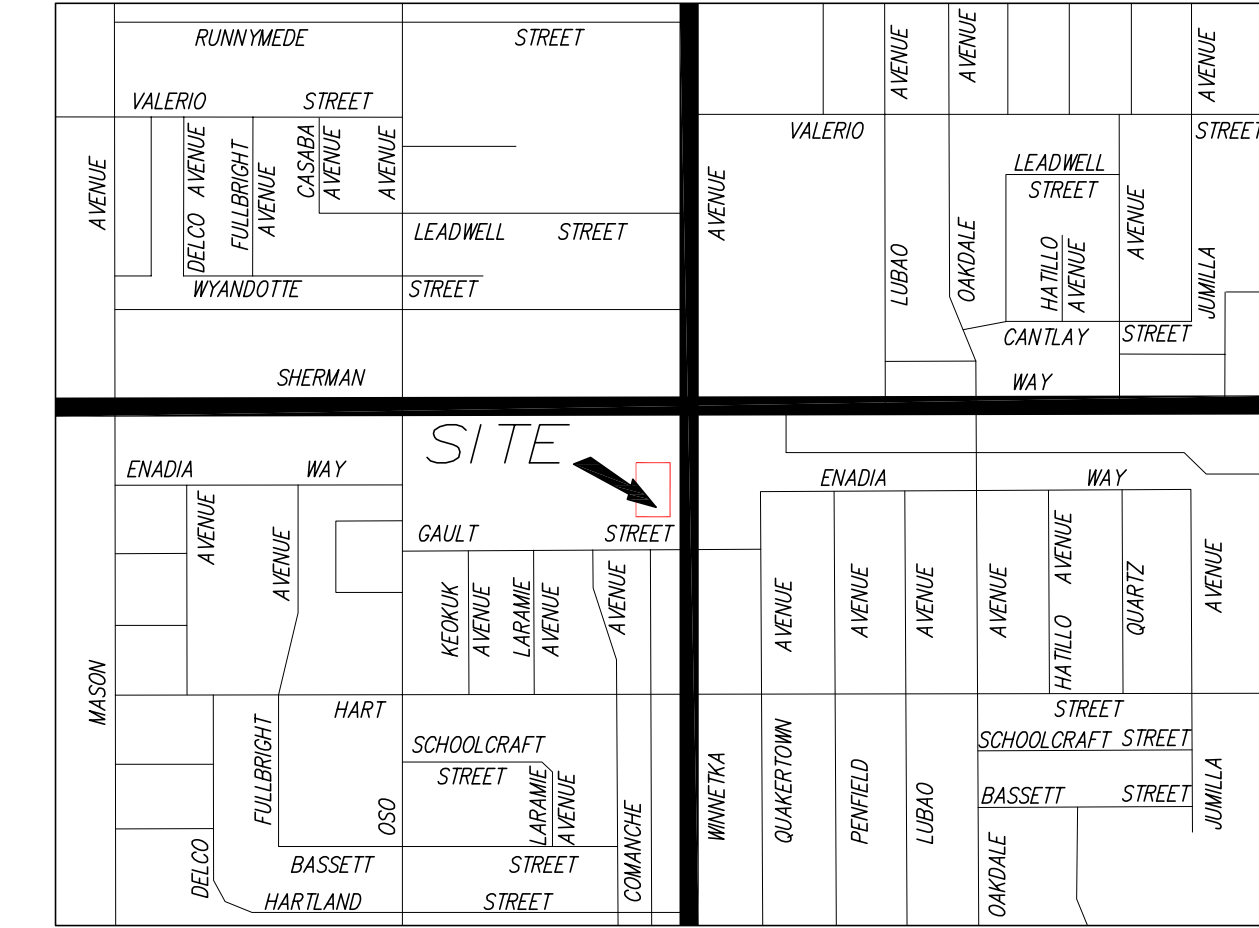
AREA FALLS IN ZONE X - AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN PER FEMA FIRM COMMUNITY PANEL NO. 06037C1280F, DATED SEPTEMBER 26, 2008

GROSS SITE AREA:

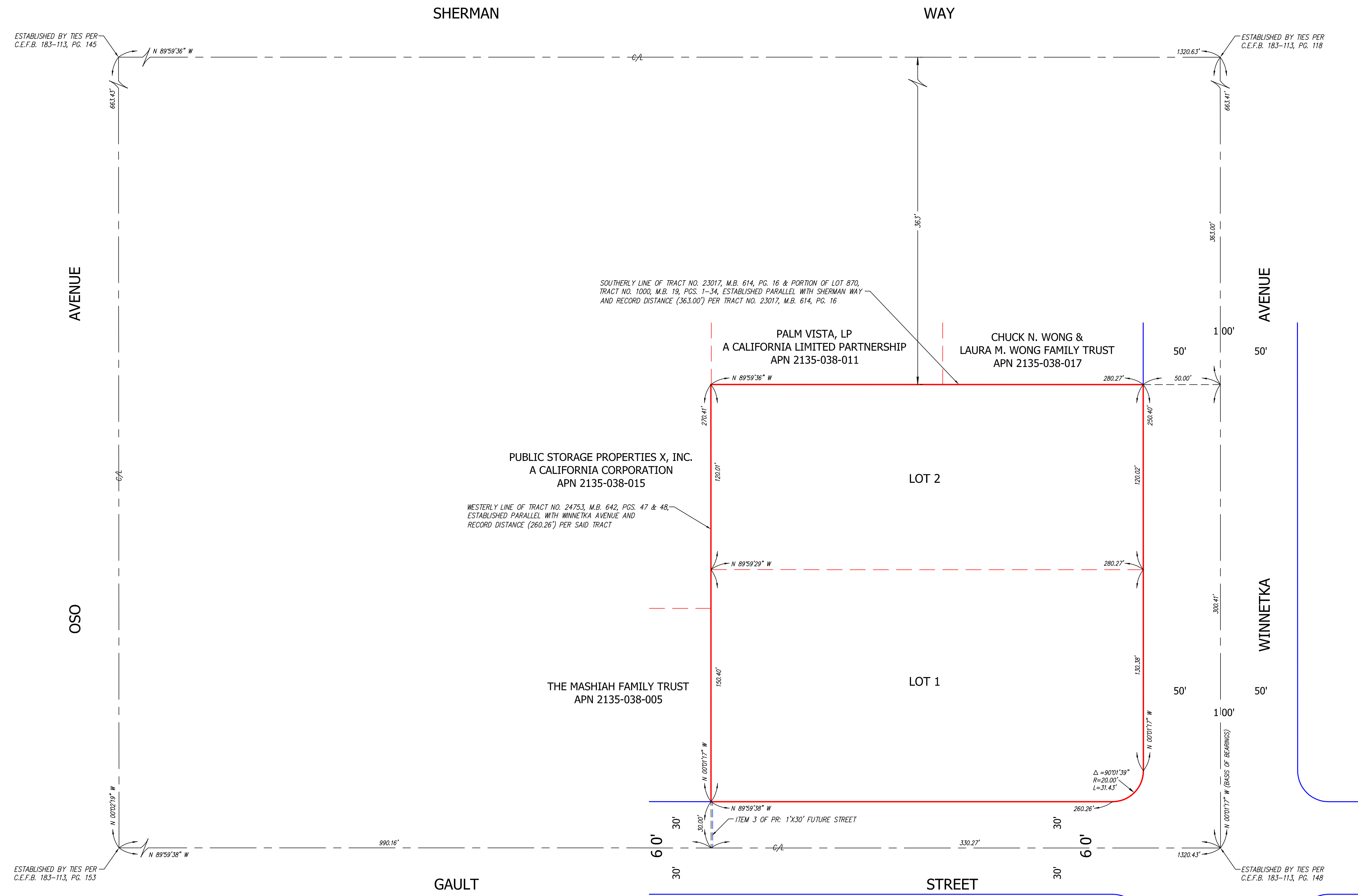
75,702 SQ.FT.



VICINITY MAP NO SCALE



BOUNDARY ESTABLISHMENT



CERTIFICATION:

TO: FIDELITY NATIONAL TITLE COMPANY, RAINBOW INVESTMENTS, LLC, A CALIFORNIA LIMITED LIABILITY COMPANY, AS TO AN UNDIVIDED 50% INTEREST AND WINNETKA LIFE PARTNERS, LLC, AS TO AN UNDIVIDED 50% INTEREST AS TENANTS IN COMMON AND MAGNOLIA EDUCATIONAL & RESEARCH FOUNDATION

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 2, 3, 4, 5, 6a, 6b, 7a, 7b1, 7c, 8, 9, 10, 11a, 11b, 13, 14, 16 & 18 OF TABLE A THEREOF. THE FIELDWORK WAS COMPLETED ON FEBRUARY 06, 2022

DATE OF COMPLETED MAP: FEBRUARY 22, 2022

GERARDO GARCIAMONTES, PLS 9195



PREPARED BY: GMON Surveying, Inc. Gerardo Garciamontes, PLS 9195 200 N. San Fernando Road #318, Los Angeles CA 90031 Office: 323.336.6725 | 818.478.2017 gmonsurveying.com

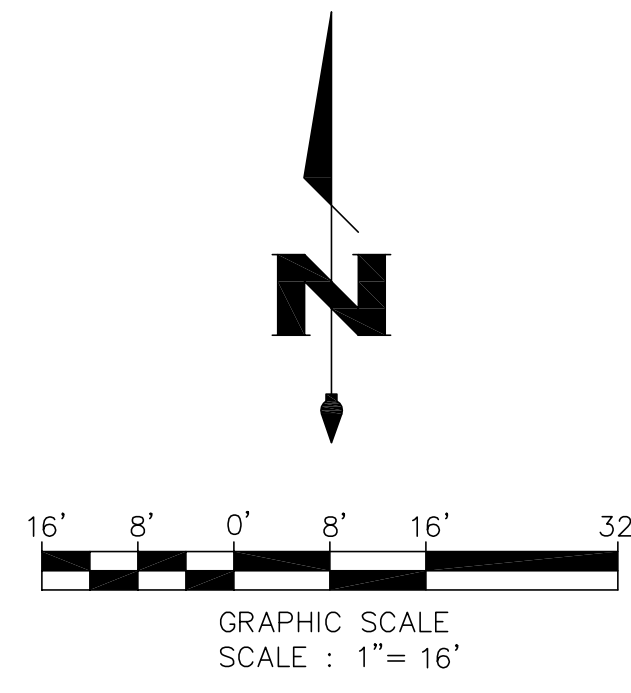
PREPARED FOR: Magnolia Educational & Research Foundation (323) 490-0701

ALTA/NSPS LAND TITLE SURVEY Lots 1 & 2, Tract No. 24753, M.B. 642, Pgs. 47 & 48 7111 Winnetka Avenue Winnetka, CA 91306

Table with columns: REVISION NOTES, DESCRIPTION, DATE

JOB NO. 22-1917 SCALE: 1" = 40' DATE: FEB 2022 DRAFTED: CF

SHEET NO. 1 OF 2 SHEETS

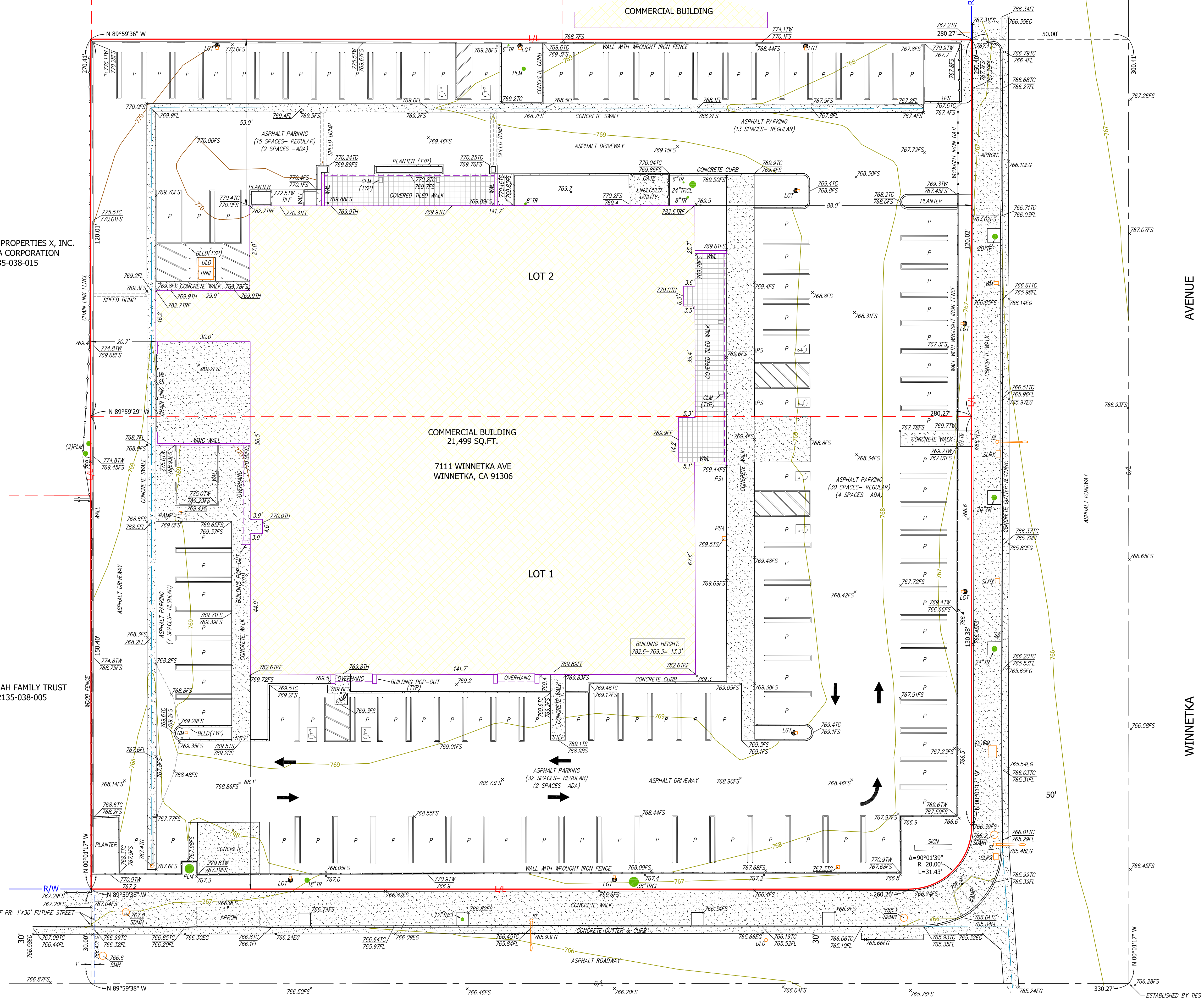


PUBLIC STORAGE PROPERTIES X, INC.  
A CALIFORNIA CORPORATION  
APN 2135-038-015

THE MASHIAH FAMILY TRUST  
APN 2135-038-005

PALM VISTA, LP  
A CALIFORNIA LIMITED PARTNERSHIP  
APN 2135-038-011

CHUCK N. WONG & LAURA M. WONG FAMILY TRUST  
APN 2135-038-017



GAULT

STREET

AVENUE

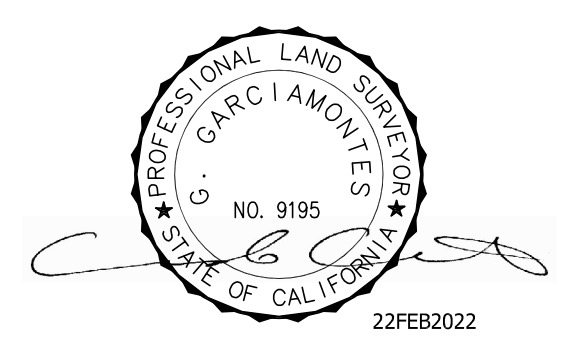
WINNETKA

**ABBREVIATIONS:**

- BLLD BOLLARD
- BS BOTTOM OF STEP
- CL CENTERLINE
- EG EDGE OF GUTTER
- FF FINISHED FLOOR
- FL FLOWLINE
- FS FINISHED SURFACE
- GM GAS METER
- L/L LOT LINE
- LGT LIGHT POST
- PLM PALM TREE
- PS PARKING SIGN
- R/W RIGHT OF WAY
- SDMH STORM DRAIN MANHOLE
- SL STREET LIGHT
- SLPX STREET LIGHT PULL-BOX
- SMH SEWER MANHOLE
- SS STREET SIGN
- TC TOP OF CURB
- TC TOP OF GRATE
- TH THRESHOLD
- TR TREE
- TRCL TREE CLUSTER
- TRNF TRANSFORMER
- TS TOP OF STEP
- TW TOP OF WALL
- TYP TYPICAL
- ULD UTILITY LID
- UP UTILITY POLE
- WM WATER METER
- WWL WING WALL

**BENCH MARK:**

B.M. NO. 07-07245 NAVD 1988 LOS ANGELES CITY BENCH MARK  
WIRE SPK IN W CURB WINNETKA AVE; 2FT S OF BC CURB RET S OF GAULT ST  
ELEVATION = 765.873 FEET (ADJUSTMENT 2000)



PREPARED BY:  
**GMON Surveying, Inc.**  
Gerardo Garcia Amonts, PLS 9195  
200 N. San Fernando Road #318, Los Angeles CA 90031  
Office: 323.336.6725 | 818.478.2017  
gmonsurveying.com

PREPARED FOR:  
**Magnolia Educational & Research Foundation**  
(323) 490-0701

**ALTA/NSPS LAND TITLE SURVEY**  
Lots 1 & 2, Tract No. 24753,  
M.B. 642, Pgs. 47 & 48  
7111 Winnetka Avenue  
Winnetka, CA 91306  
SITE AREA:  
75,702 SQ.FT.

DATE	REVISION NOTES	DESCRIPTION	BY

JOB NO. 22-1917  
SCALE: 1" = 16'  
DATE: FEB 2022  
DRAFTED: CF

SHEET NO.  
**2**  
OF 2 SHEETS

## Exhibit B

### ACM and LBP Report



CLARK SEIF CLARK, INC.  
HEALTH & SAFETY • ENGINEERING • ENVIRONMENTAL



Project Number: 1031500

Re: Limited Asbestos Containing Materials and  
Lead-Based Paint Survey Report  
Winnetka Offices  
7111 Winnetka Avenue  
Canoga Park, CA 91306

CSC Local Office: Clark Seif Clark, Inc.  
PO Box 4299  
Chatsworth, CA 91313  
Office: 818-727-2553  
Fax: 818-727-2556

Client: Magnolia Public Schools  
Mr. Mustafa Sahin M.Ed.  
250 E. 1st Street, Suite 1500  
Los Angeles, CA 90012

Date Report Issued: November 7, 2022

# TABLE OF CONTENTS

- I. INTRODUCTION..... 3
- II. PURPOSE AND SCOPE ..... 3
- III. SITE DESCRIPTION ..... 3
- IV. METHODOLOGY ..... 3
  - A. ASBESTOS..... 3
  - B. LEAD-BASED PAINT ..... 4
- V. APPLICABLE REGULATIONS AND GUIDELINES ..... 4
  - A. ASBESTOS..... 4
  - B. LEAD-BASED PAINT ..... 5
- VI. RESULTS ..... 6
  - A. ASBESTOS..... 6
  - B. LEAD-BASED PAINT ..... 8
- VII. SITE OBSERVATIONS ..... 9
- VIII. CONCLUSIONS AND RECOMMENDATIONS ..... 9
  - A. ASBESTOS..... 9
  - B. LEAD ..... 10
- IX. GENERAL..... 10

## Appendices

- Appendix A ..... Laboratory Analytical Results and Chain of Custody
- Appendix B ..... XRF Data Sheets
- Appendix C ..... Site Photographs
- Appendix D ..... Site Sketch
- Appendix E ..... Accreditations and Certifications

**Project Name: Winnetka Offices**  
**Project Location: 7111 Winnetka Avenue, Canoga Park CA**  
**CSC Project No.: 1031500**

## **I. INTRODUCTION**

Mr. Mustafa Sahin M.Ed. of Magnolia Public Schools retained Clark Seif Clark, Inc. (CSC) to perform an asbestos-containing material (ACM) and Lead-Based Paint (LBP) survey for the proposed demolition of the vacant commercial property located at 7111 Winnetka Avenue in Canoga Park, California. Mr. Christian Goerrissen, (Cal/OSHA - CAC No. 00-2840 and California Department of Public Health (CDPH) Certified Lead Inspector/Assessor - CDPH No. 00000162) and Mr. Devon Charnley (Cal/OSHA CAC No. 11-6982 and CDPH No. 00006856) of CSC conducted the survey on October 24 and 25, 2022.

CSC's report is for the exclusive use of Magnolia Public Schools and applies only to the building referenced above or portion thereof. No one other than Magnolia Public Schools or those contracted by Magnolia Public Schools may utilize, reference, or otherwise rely on this report without prior written consent from CSC.

## **II. PURPOSE AND SCOPE**

The purpose of this investigation was to identify accessible ACM and LBP at the site that may be impacted by the proposed demolition activities at the site. CSC's scope of work included:

- A visual inspection of the readily accessible impacted areas at the site to evaluate the possible presence of ACM and LBP.
- Collection of bulk samples of suspect ACM and submittal of samples to a NVLAP accredited laboratory for analysis.
- Assessment of the condition of suspect ACM.
- Collection of x-ray fluorescence (XRF) reading of potential LBP.
- Assessment of the condition of potential LBP.
- Preparation of this report, which presents our data and summarizes the assessed materials

## **III. SITE DESCRIPTION**

The subject property is an approximately 22,000 square foot commercial building slated for demolition and redevelopment. In general the construction of the building consists of wood frame construction on a concrete slab foundation. The interior finishes consist of various vinyl floor coverings including vinyl floor tile, sheet vinyl flooring ceramic tile and carpeting. The interior demising walls are drywall; the ceilings are a suspended ceiling system with 2x4 lay in ceiling panels. There is spray applied fireproofing on the structural ceiling beams above the drop ceiling.

The exterior of the building contains ceramic floor and wall tiles, stucco wall texture and rock/tar built up roofing on a flat roof. The roof penetrations, seams and flashings are sealed with gray roof mastic.

The remainder of the property, which is 67,000 square feet in total, is covered with concrete walkways and asphalt paving.

## **IV. METHODOLOGY**

### **A. ASBESTOS**

Sampling of suspect-asbestos-containing materials was performed as required by the Asbestos Hazard Emergency Response Act (AHERA, 40 CFR Part 763, Appendix E to Subpart F) and the South Coast Air Quality Management District (SCAQMD, rule 1403).

**Project Name: Winnetka Offices**  
**Project Location: 7111 Winnetka Avenue, Canoga Park CA**  
**CSC Project No.: 1031500**

Suspect asbestos materials were sampled and later identified using Polarized Light Microscopy (PLM) method in accordance with EPA Interim method for Determination of Asbestos in Bulk Samples (EPA/600/R-93/116, July 1993). The samples were submitted under proper chain of custody to EMSL Laboratory in Cinnaminson, New Jersey for analysis. The PLM Method is the most commonly used method to analyze building materials for the presence of asbestos. This method utilizes the optical properties of minerals to identify the selected constituent. The use of this method enables identification of the type and percentage of asbestos in a given sample. The PLM detection limit for asbestos identification is about one (1) percent asbestos. Because the State of California recognizes asbestos-containing building material (ACBM) as any material which contains greater than or equal to one tenth of one percent (.1) asbestos, materials containing "trace" amounts of asbestos are reported as ACBM in the State of California. The EPA, NESHAPS 40 CFR, M, recommends application of the more quantitative 400 Point Count Method when a sample material contains less than 10% asbestos by PLM. Documentation of laboratory results should be retained as a reference for general building safety and maintenance, and for any future renovation/ demolition activities.

## **B. LEAD-BASED PAINT**

Our inspector used a portable NITON-XLp 300 Series, XRF LBP Spectrum Analyzer manufactured by NITON Corporation to test for LBP. The LBP analyzer was equipped with 14 mCi, cadmium 109 sealed radioactive source. CSC calibrated the XRF pursuant to the manufacturer's specifications and regularly verified XRF readings against pre-determined lead samples produced by the National Institute of Standards and Testing (NIST). The calibration data is attached hereto.

The HUD Guidelines define X-Ray fluorescent analyzer (XRF) measurements greater than or equal to 1.0 mg/cm<sup>2</sup> (milligrams per square centimeter) or 5000 ppm (parts per million by weight) (0.5% by dry weight) using laboratory analysis, lead positive. For purposes of this inspection, all XRF readings equal to or greater than 0.7 mg/cm<sup>2</sup> are considered lead-based paint in accordance with the California Title 17 regulations and Los Angeles County guidelines. The Cal/OSHA "Lead in Construction" standard recognizes *any detectable (quantifiable)* concentrations of lead as regulated materials.

When performing lead-related construction activities, workers must be protected when exposed to levels above the current permissible exposure limit (PEL) of 50ug/cm<sup>2</sup>, regardless of the content of lead in paint.

## **V. APPLICABLE REGULATIONS AND GUIDELINES**

### **A. ASBESTOS**

CSC performed in accordance with SCAQMD Rule 1403, AHERA 40 CFR Part 763 and US EPA NESHAP 40 CFR 61, Subparts A and M.

The Asbestos Hazard Emergency Response Act (AHERA) 40 CFR Part 763, as implemented by the US EPA, Primarily pertains to the assessment and management of ACMs in Kindergarten through Grade 12, non-profit schools. However, many of the procedures, training requirements, and certifications defined by AHERA have become the industry standard for most other facilities. For this survey, CSC utilized AHERA protocols in the identification, assessment, and sampling of building materials suspected of containing asbestos.

U.S. EPA NESHAP regulations for asbestos apply to certain renovation and demolition projects in facilities containing ACM and/or assumed ACM. NESHAP usually requires all friable ACM and some categories of non-friable ACM be removed before a building is demolished, and may require localized removal before or as part of a demolition. For demolition projects where friable ACM will be disturbed, NESHAP may require appropriate

**Project Name: Winnetka Offices**  
**Project Location: 7111 Winnetka Avenue, Canoga Park CA**  
**CSC Project No.: 1031500**

work practices or procedures for the control of emissions. The following U.S. EPA NESHAP definitions of ACM are very important in interpreting which NESHAP requirements may apply to the site building:

- *Friable asbestos-containing material*: any material containing more than one (1) percent asbestos that when dry, can be crumbled, pulverized, or reduced to powder by hand pressure.
- *Category I non-friable asbestos-containing material*: asbestos-containing packings, gaskets, resilient floor covering, and asphalt roofing products containing more than one (1) percent asbestos that, when dry, cannot be crumbled, pulverized, or reduced to powder by hand pressure.
- *Category II non-friable asbestos-containing material*: any material excluding Category I non-friable ACM, containing more than one (1) percent asbestos that, when dry, cannot be crumbled, pulverized, or reduced to powder by hand pressure.
- *Regulated asbestos-containing material (RACM)*: (1) friable ACM, (2) Category I non-friable ACM that has become friable (3) Category I non-friable ACM that will be or has been subjected to sanding, grinding, cutting, or abrading, or (4) Category II non-friable ACM that has a high probability of becoming or has become crumbled, pulverized, or reduced to powder by the forces expected to act on the materials in the course of renovation or demolition operations regulated by NESHAP.

## **B. LEAD-BASED PAINT**

The US EPA, HUD, and CDPH define LBP as paint containing greater than 0.5% lead by weight or 5,000 parts per million (ppm) of total lead by laboratory analysis, or a lead content of 1.0 milligrams per square centimeter (mg/cm<sup>2</sup>) by XRF measurement. Federal OSHA and Cal/OSHA regulations (Lead Construction Standard) do not provide a definition for “lead-based paint” but refer to the US EPA, HUD, and CDPH criteria mentioned above. Cal/OSHA is primarily concerned with worker protection, and regulates any amount of lead contained within the coatings.

Both Federal OSHA and Cal/OSHA provide an Action Level (AL) of 30 micrograms per cubic meter (µg/m<sup>3</sup>) of airborne lead for an 8-hour, time-weighted average. Specific worker training and worker protection are to be provided by employers if workers are exposed to airborne lead at or above the AL. Additionally, both Federal OSHA and Cal/OSHA provide a Permissible Exposure Limit (PEL) for worker exposure to airborne lead particles of 50 µg/m<sup>3</sup> of air for an 8-hour, time-weighted average. According to Cal/OSHA (CCR Title 8, Section 1532.1), employers may assume that disturbance of coatings or materials shown to contain less than 0.06% lead by weight (equivalent to 600 ppm lead) will not result in exposures above the applicable AL as long as workers are not performing the Cal/OSHA designated “trigger tasks” (such as manual demolition, manual sanding or scraping, or abrasive blasting). However, demolition or demolition activities that include materials with lead in any concentration could, under certain circumstances, trigger Federal OSHA and Cal/OSHA regulations. The concentrations of airborne lead generated by disturbing paints at the Site would vary based upon several factors, including the type of activity (including “trigger tasks”) and the severity of disturbance to the building materials. Measurement of airborne lead concentrations would require air monitoring by a trained lead professional during the disturbance of building materials.



## VI. RESULTS

The following tables summarize the results of the testing performed during the site survey.

### A. ASBESTOS

A total of one hundred thirty five (135) bulk samples were collected and analyzed on a layer-by-layer basis using polarized light microscopy (PLM). Representative samples of all identified suspect asbestos-containing materials were collected and submitted for analysis; each distinguishable layer was analyzed individually by the laboratory. The following table summarizes the analytical results. A complete list of sample results can be found in Appendix A:

**Table 1: Bulk Sampling Results**

Sample No:	HM	Suspect Asbestos-Containing Materials	Asbestos Content	Location of Material (Homogenous area)	NESHAPS Condition/Friability	Quantity (ft <sup>2</sup> )*
7111 B1	1	Black 12" ceramic floor tile with grout and mortar	NAD	Main lobby floor	G/NF	1,000
7111 B2	2	Blue 12" ceramic floor tile with grout and mortar	NAD	Main lobby floor	P/NF	600
7111 B3 – B5	3	Beige 12" ceramic floor tile with grout and mortar	NAD	Suite 1 lobby and restrooms, suite 10	G/NF	1,700
7111 B6 – B7	4	White 6" ceramic tile with grout and mortar	NAD	Suite 16 restrooms on floors and walls	G/NF	200
7111 B8 – B10	5	Brown 4" ceramic tile with grout and mortar	NAD	Exterior floors and walls at north and east entrances	G/NF	2,000
7111 B11 – B16	6	Yellow carpet glue	NAD	Interior floors under carpet	G/NF	8,000
7111 B17 – B23	7	Concrete slab	NAD	Building slab	G/NF	22,000
7111 B24 – B25	8	Gray terrazzo print vinyl sheet flooring with tan mastic (top layer)	NAD	Corridor restrooms east of Suite 8	G/NF	60
<b>7111 B24 – B25</b>	<b>8</b>	<b>Beige vinyl sheet flooring with tan mastic (bottom layer)</b>	<b>15% Chrysotile</b>	<b>Corridor restrooms east of Suite 8, suite 8 reception restroom</b>	<b>G/NF</b>	<b>60</b>
7111 B26, 28, 29, 31, 35, 36	9	Blue gray terrazzo print vinyl sheet flooring with tan mastic (top layer)	NAD	Suite 9 restrooms, throughout Suite 4, suite 14 restrooms and janitor closet, north corridor janitors office, Go-Green suite under laminate	G/NF	2,500
<b>7111 B26, 28, 29, 31, 35, 36</b>	<b>9</b>	<b>Black floor tile mastic (bottom layer)</b>	<b>2%-3% Chrysotile</b>	<b>Suite 9 restrooms, throughout Suite 4, suite 14 restrooms and janitor closet, north corridor janitors office, Go-Green suite under laminate</b>	<b>G/NF</b>	<b>2,500</b>
7111 B27, 32-34	10	Gray 12" tile print vinyl sheet flooring with tan mastic (top layer)	NAD	Suite 20 bathroom floor	G/NF	40
7111 B27, 32-34	10	White vinyl floor tile with tan mastic (bottom layer)	NAD	Suite 20 bathroom floor	G/NF	40
<b>7111 B37-39, B42-44, B46-48, B54-56</b>	<b>11</b>	<b>Tan vinyl floor tile</b>	<b>2%-3% Chrysotile</b>	<b>Under laminate flooring in Suite 1, debris in Suite 14, under carpet in Suite 9, Suite 20 and in the janitors office</b>	<b>D/NF</b>	<b>15,000</b>

**Project Name: Winnetka Offices**  
**Project Location: 7111 Winnetka Avenue, Canoga Park CA**  
**CSC Project No.: 1031500**

Sample No:	HM	Suspect Asbestos-Containing Materials	Asbestos Content	Location of Material (Homogenous area)	NESHAPS Condition/Friability	Quantity (ft <sup>2</sup> )*
<b>7111 B37-39, B42-44, B46-48, B54-56</b>	<b>11</b>	<b>Black floor tile mastic</b>	<b>2%-3% Chrysotile</b>	<b>Under laminate flooring in Suite 1, debris in Suite 14, under carpet in Suite 9, Suite 20 and in the janitors office</b>	<b>D/NF</b>	<b>15,000</b>
7111 B40 – B41	12	White 12” vinyl floor tile	NAD	Suite 1 Private under laminate	G/NF	1,400
<b>7111 B40 – B41</b>	<b>12</b>	<b>Black floor tile mastic</b>	<b>3% Chrysotile</b>	<b>Suite 1 Private under laminate</b>	<b>G/NF</b>	<b>1,400</b>
7111 B45	13	White 12” vinyl floor tile	NAD	Suite 9 office under laminate	G/NF	500
<b>7111 B45</b>	<b>13</b>	<b>Black floor tile mastic</b>	<b>2% Chrysotile</b>	<b>Suite 9 office under laminate</b>	<b>G/NF</b>	<b>500</b>
7111 B49 – B51	14	Beige 12” vinyl floor tile with yellow glue	NAD	Suite 16 Offices	G/NF	1,000
7111 B52 – B53	15	Beige 12” vinyl floor tile with black mastic	NAD	Suite 16 MRI room and MRI electrical room	G/NF	1,400
7111 B57 – B58	16	White 12” vinyl floor tile with yellow mastic (top layer)	NAD	Middle offices and network room	G/NF	280
<b>7111 B57 – B58</b>	<b>16</b>	<b>Tan vinyl floor tile (bottom layer)</b>	<b>2% Chrysotile</b>	<b>Middle offices and network room</b>	<b>G/NF</b>	<b>280</b>
<b>7111 B57 – B58</b>	<b>16</b>	<b>Black floor tile mastic (bottom layer)</b>	<b>3% Chrysotile</b>	<b>Middle offices and network room</b>	<b>G/NF</b>	<b>280</b>
7111 B59 – B68	17	4” vinyl base cove with adhesives (various colors)	NAD	Interior walls at base throughout building	G/NF	1,000
7111 B69	18	White 4” vinyl base cove with glue	NAD	Suite 20 bathroom	G/NF	10
7111 B70 – B84	19	Drywall system (skim coat/mud, drywall)	NAD	Interior walls throughout the building	G/NF	110,000
7111 B85 – B88	20	Drywall system (skim coat/mud, drywall)	NAD	Hard lid ceiling and columns above drop ceiling	G/NF	25,000
7111 B89 – B91	21	Wall panel adhesive	NAD	Suite 1 Private, north office on east wall (wood paneling)	G/NF	120
7111 B92 – B98	22	2x4 lay in ceiling panels	NAD	Interior ceilings throughout	G/F	40,000
7111 B99 – B103	23	Spray applied fireproofing	NAD	I-Beams above drop ceilings	G/F	5,000
7111 B104 – B107	24	Asphalt paving	NAD	Parking lots	G/NF	30,000
7111 B108 – B112	25	Concrete	NAD	Drain ditches, curbs, walkways and ramps	G/NF	3,000
7111 B113 – B117	26	Exterior stucco system	NAD	Exterior walls and soffits	G/NF	15,000
7111 B118	27	Stucco lath paper	NAD	Exterior walls and soffits	G/F	15,000
7111 B119	28	Wall caulk	NAD	At base of stucco walls at SW exterior	G/NF	10
7111 B120 – B122	29	Concrete masonry unit (CMU) walls with mortar	NAD	Perimeter walls and walls by trash dumpsters	G/NF	3,000
7111 B123 – B127	30	Rock/Tar roof core	NAD	Roof field and roof overhangs	G/NF	22,000

**Project Name: Winnetka Offices**  
**Project Location: 7111 Winnetka Avenue, Canoga Park CA**  
**CSC Project No.: 1031500**

Sample No:	HM	Suspect Asbestos-Containing Materials	Asbestos Content	Location of Material (Homogenous area)	NESHAPS Condition/Friability	Quantity (ft <sup>2</sup> )*
7111 B128 – B131	31	Rolled asphalt roof core	NAD	Roof patches	G/NF	2,000
<b>7111</b> <b>B132 – B135</b>	<b>32</b>	<b>Roof mastic</b>	<b>3% Chrysotile</b>	<b>Roof penetrations and flashings</b>	<b>G/NF</b>	<b>200</b>
HM = Homogeneous Material, NAD = No Asbestos Detected, G = Good D = Damaged SD = Significantly Damaged F = Friable NF = Non-friable * = Quantities are estimates of the amount of material affected by renovation/demolition and are not intended for bid purposes. Refer to the laboratory report and chain(s) of custody in Appendix A for complete list of materials tested and sampling locations						

Materials containing greater than one percent (>1%) asbestos as determined by Polarized Light Microscopy methodology are considered to be an asbestos-containing materials (ACM) according to the Environmental Protection Agency (EPA). These materials are subject to regulatory provisions under 40 CFR 61.

Any manufactured construction material containing greater than one tenth of one percent (>0.1%) asbestos as determined by Polarized Light Microscopy methodology are considered to be an asbestos-containing construction materials (ACCM) according to California Occupational Safety and Health Administration (Cal-OSHA). These materials are subject to regulatory provisions under CCR Title 8, Section 1529.

Should the demolition process reveal any additional suspect asbestos-containing materials; work must stop until the suspect materials are tested for asbestos content.

## B. LEAD-BASED PAINT

In Los Angeles County, paint is considered lead-based (LBP) if it tests greater than or equal to  $\geq 0.7$  mg/cm<sup>2</sup>, and paint is considered lead-containing (LCP) if it tests between 0.1 and 0.7 mg/cm<sup>2</sup>. The following are the analytical results of the testing combinations collected from the site:

**TABLE II: LBP Results**

Testing Combination / Locations	Substrate	Condition	Lead Status*	Lead Concentration (mg/cm <sup>2</sup> )	Inspection Notes
Interior walls	Drywall	Intact	NEG	0.0	Throughout building
Interior baseboards	Wood	Intact	NEG	0.0	Throughout building
Interior ceramic tile / bathrooms, lobby	Ceramic	Intact	NEG	0.0-0.5	
Interior bathroom fixtures	Porcelain	Intact	NEG	0.0	Throughout building
<i>Interior office wall with lead sheeting behind wood paneling / Suite 1 Private, north office wall</i>	<i>Wood / Lead</i>	<i>Intact</i>	<i>LBP</i>	<i>42.9</i>	<i>Elemental lead</i>
Interior windows, doors, door frames, trim	Wood	Intact	NEG	0.0-0.01	Throughout building
Exterior walls	Stucco	Intact	NEG	0.0	Throughout building

**Project Name: Winnetka Offices**  
**Project Location: 7111 Winnetka Avenue, Canoga Park CA**  
**CSC Project No.: 1031500**

Testing Combination / Locations	Substrate	Condition	Lead Status*	Lead Concentration (mg/cm <sup>2</sup> )	Inspection Notes
Exterior CMU walls	CMU	Intact	NEG	0.0	Throughout building
Exterior ceramic tile walls, columns, floor	Ceramic	Intact	NEG	0.0	Throughout building
Exterior parking lot striping	Asphalt / concrete	Intact	NEG	0.0	White, blue and red curbs
Exterior bollards	Metal / Concrete	Intact	NEG	0.0	Yellow
*LBM = Lead Based Material      LC = Lead-Containing      NEG = No Lead Detected above the regulatory limit Refer to the XRF Data Sheet(s) in Appendix B for a complete list of components and locations tested					

Note: Painted surfaces generally contain lead at various levels, which are lead containing and not considered lead-based paint. It is advised that all work where painted surfaces are impacted is conducted in a manner to minimize the generation of dust.

## VII. SITE OBSERVATIONS

CSC made the following noteworthy observations during the site visit on October 24 and 25, 2022.

1. The site survey was performed in advance of the planned demolition of all improvements on the subject property.
2. All suspect asbestos-containing materials were in good condition at the time of CSC's site investigation.
3. Black floor tile mastic, an asbestos-containing material, was observed on the concrete slab throughout most of the building; the material is present underneath the various floor coverings including the laminate, vinyl flooring and carpeting.
4. CSC performed destructive sampling throughout the property; however asbestos-containing materials may exist in areas that were not accessible through reasonable means.
5. CSC did not perform any underground investigation or testing; there is a likelihood that buried asbestos-containing utility pipes and lines exist underground on the property.

## VIII. CONCLUSIONS AND RECOMMENDATIONS

### A. ASBESTOS

Asbestos-containing materials are present at the site that will be impacted during the construction activities for the proposed demolition project. Since ACM is present, actions should be taken to prevent fiber release and to minimize exposure of the contractor and other subcontractors to asbestos fibers. The following recommendations should be followed for demolition projects including contracting the services of an environmental consultant to monitor/document that the contractor activities comply with OSHA, Cal-OSHA, US-EPA NESHAP, SCAQMD, and applicable city and county requirements:

- 1) A DOSH-licensed asbestos contractor shall remove the impacted ACM's from the demolition areas prior to initiating any demolition activities that could result in an uncontrolled asbestos fiber release.
- 2) The disposal of asbestos waste shall be in accord with applicable regulations of the U.S. EPA, U.S. DOT, California DOSH and SCAQMD. Friable asbestos-containing waste, containing more than one (1) percent

**Project Name: Winnetka Offices**  
**Project Location: 7111 Winnetka Avenue, Canoga Park CA**  
**CSC Project No.: 1031500**

asbestos must be handled, transported, and disposed of as hazardous waste in accordance with the California Environmental Protection Agency regulations contained in Title 22 CCR. ACCM containing one percent or less asbestos can be disposed as non-hazardous waste. However the waste disposal facility must be notified of the presence of asbestos in the waste. DOSH worker protection regulations for asbestos would still apply during handling of the waste.

3) The general contractor, subcontractors, and employees working on-site should be made aware of the locations of the ACM identified in this report and the possibility of concealed suspect ACM's that could be found during modification activities. They should be advised to not disturb the identified ACM.

## **B. LEAD**

For the lead-based paints and lead-containing materials that will be impacted during the construction activities for the proposed demolition project, all work impacting the lead containing materials shall be performed in compliance with applicable DOSH Title 8, CCR, Section 1532.1 lead regulations and with the most recent edition of all applicable federal, state, and local regulations, standards, and codes governing abatement, transport, and disposal of lead-containing/contaminated materials.

Disposal of all lead containing materials shall be in compliance with the following Title 22, CCR, Division 4.5, Chapter 11. The California Department of Toxic Substances Control (DTSC) regulates the disposal of hazardous wastes generated in California, including wastes that contain certain amounts of lead. DTSC limits for what constitutes a hazardous waste because of lead content are more stringent than RCRA limits.

## **IX. GENERAL**

The report is designed to aid the building owner, architect, construction manager, general contractors, and potential asbestos abatement contractors in locating ACM and /or assumed ACM, LBP and/or lead-containing paint, and universal waste. The quantities of materials identified in this report are only estimates and should not be used for bidding or developing costs for abatement. It should be the responsibility of the asbestos abatement contractor to calculate actual quantities and develop removal costs accordingly.

Should materials similar to those identified in this report or, other forms of suspect hazardous materials be discovered during the renovation process, the contractor should be instructed to cease all work activities which may initiate an exposure episode and notify the appropriate management personnel.

Clark Seif Clark, Inc. prepared this asbestos survey under contract with Magnolia Public Schools. No warranties expressed or implied, are made by Clark Seif Clark, Inc. or its employees as to the use of any information, apparatus, product or process disclosed in this report. Though reasonable efforts have been made to assure correctness, if a Contractor is employed he should bring any discrepancies to the immediate attention of Clark Seif Clark, Inc.

We have employed state-of-the-art practices to perform this analysis of risk and identification, but this evaluation is severely limited in scope to areas accessible to a visual inspection or through reasonable means of the areas evaluated. No demolition or product review was performed in attempts to reveal material compositions. Our services consist of professional opinions and recommendations made in accordance with generally accepted engineering principles and practices and are designed to provide an analytical tool to assist the client. Clark Seif Clark or those representing Clark Seif Clark bear no responsibility for the actual condition of the structure or safety of a site pertaining to asbestos and/or asbestos contamination regardless of the actions taken by the client.

**Project Name: Winnetka Offices**  
**Project Location: 7111 Winnetka Avenue, Canoga Park CA**  
**CSC Project No.: 1031500**

Clark Seif Clark appreciated having the opportunity to inspect your property. If you have any questions regarding this survey or other environmental hazards, please don't hesitate to contact us at (818) 727-2553 or (800) 807-1118.

Written by,

Reviewed and endorsed by,



Christian Goerrissen  
Certified Asbestos Consultant (CAC)  
Cal/OSHA CAC No. 00-2840  
CDPH Lead I/A No. LRC-00000162  
Clark Seif Clark, Inc.



Devon Charnley  
Certified Asbestos Consultant (CAC)  
Cal/OSHA CAC No. 11-6982  
CDPH PM/ST No. 00006856 & 00010248  
Clark Seif Clark, Inc.

**Project Name: Winnetka Offices**  
**Project Location: 7111 Winnetka Avenue, Canoga Park CA**  
**CSC Project No.: 1031500**

## **APPENDIX A**

### **LABORATORY ANALYTICAL RESULTS AND CHAIN OF CUSTODY**



# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

**Attention:** Christian Goerrissen

Clark Seif Clark

PO Box 4299

Chatsworth, CA 91313

**Phone:** (818) 402-9844

**Fax:** (818) 727-2556

**Received Date:** 10/31/2022 9:00 AM

**Analysis Date:** 11/03/2022 - 11/05/2022

**Collected Date:** 10/24/2022

**Project:** 1031500 - Winnetka Offices - 7111 Winnetka Avenue, Canoga Park, CA

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B1-Ceramic Tile 042227413-0001	Hall Lobby Floor - Ceramic Tile System - Black 12" Tile	Gray Non-Fibrous Homogeneous	HA: 1	100% Non-fibrous (Other)	None Detected
7111-B1-Grout 042227413-0001A	Hall Lobby Floor - Ceramic Tile System - Black 12" Tile	White Non-Fibrous Homogeneous	HA: 1	100% Non-fibrous (Other)	None Detected
7111-B1-Mortar 042227413-0001B	Hall Lobby Floor - Ceramic Tile System - Black 12" Tile	White Non-Fibrous Homogeneous	HA: 1	100% Non-fibrous (Other)	None Detected
7111-B2-Ceramic Tile 042227413-0002	Pharmacy Floor - Ceramic Tile System - Blue 12" Tile	Brown/Blue Non-Fibrous Homogeneous	HA: 2	100% Non-fibrous (Other)	None Detected
7111-B2-Grout 042227413-0002A	Pharmacy Floor - Ceramic Tile System - Blue 12" Tile	Blue Non-Fibrous Homogeneous	HA: 2	100% Non-fibrous (Other)	None Detected
7111-B2-Mortar 042227413-0002B	Pharmacy Floor - Ceramic Tile System - Blue 12" Tile	White Non-Fibrous Homogeneous	HA: 2	100% Non-fibrous (Other)	None Detected
7111-B3-Ceramic Tile 042227413-0003	Suite 1 Lobby - Ceramic Tile System - Beige 12" Tile	Brown/Beige Non-Fibrous Homogeneous	HA: 3	100% Non-fibrous (Other)	None Detected
7111-B3-Grout 042227413-0003A	Suite 1 Lobby - Ceramic Tile System - Beige 12" Tile	Beige Non-Fibrous Homogeneous	HA: 3	100% Non-fibrous (Other)	None Detected
7111-B3-Mortar 042227413-0003B	Suite 1 Lobby - Ceramic Tile System - Beige 12" Tile	Gray Non-Fibrous Homogeneous	HA: 3	100% Non-fibrous (Other)	None Detected
7111-B4-Ceramic Tile 042227413-0004	Suite 1 RR Floor - Ceramic Tile System - Beige 12" Tile	Beige Non-Fibrous Homogeneous	HA: 3	100% Non-fibrous (Other)	None Detected
7111-B4-Grout 042227413-0004A	Suite 1 RR Floor - Ceramic Tile System - Beige 12" Tile	Beige Non-Fibrous Homogeneous	HA: 3	100% Non-fibrous (Other)	None Detected
7111-B4-Mortar 042227413-0004B	Suite 1 RR Floor - Ceramic Tile System - Beige 12" Tile	Gray Non-Fibrous Homogeneous	HA: 3	100% Non-fibrous (Other)	None Detected

Initial report from: 11/07/2022 10:50:29





# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B5-Ceramic Tile 042227413-0005	Suite 10 Floor - Ceramic Tile System - Beige 12" Tile	Brown/Beige Non-Fibrous Homogeneous	HA: 3	100% Non-fibrous (Other)	None Detected
7111-B5-Grout 042227413-0005A	Suite 10 Floor - Ceramic Tile System - Beige 12" Tile	Brown Non-Fibrous Homogeneous	HA: 3	100% Non-fibrous (Other)	None Detected
7111-B5-Mortar 042227413-0005B	Suite 10 Floor - Ceramic Tile System - Beige 12" Tile	White Non-Fibrous Homogeneous	HA: 3	100% Non-fibrous (Other)	None Detected
7111-B6-Ceramic Tile 042227413-0006	Suite 16 RR Floor - Ceramic Tile System - White 6" Tile	White Non-Fibrous Homogeneous	HA: 4	100% Non-fibrous (Other)	None Detected
7111-B6-Grout 042227413-0006A	Suite 16 RR Floor - Ceramic Tile System - White 6" Tile	Beige Non-Fibrous Homogeneous	HA: 4	100% Non-fibrous (Other)	None Detected
7111-B6-Mortar 042227413-0006B	Suite 16 RR Floor - Ceramic Tile System - White 6" Tile	White Non-Fibrous Homogeneous	HA: 4	100% Non-fibrous (Other)	None Detected
7111-B7-Ceramic Tile 042227413-0007	Suite 16 RR Walls - Ceramic Tile System - White 6" Tile	White Non-Fibrous Homogeneous	HA: 4	100% Non-fibrous (Other)	None Detected
7111-B7-Grout 042227413-0007A	Suite 16 RR Walls - Ceramic Tile System - White 6" Tile	White Non-Fibrous Homogeneous	HA: 4	100% Non-fibrous (Other)	None Detected
7111-B7-Mortar 042227413-0007B	Suite 16 RR Walls - Ceramic Tile System - White 6" Tile	Beige Non-Fibrous Homogeneous	HA: 4	100% Non-fibrous (Other)	None Detected
7111-B8-Ceramic Tile 042227413-0008	Exterior at North Entry Floor - Ceramic Tile System - Brown 4" Tile	Brown Non-Fibrous Homogeneous	HA: 5	100% Non-fibrous (Other)	None Detected
7111-B8-Grout 042227413-0008A	Exterior at North Entry Floor - Ceramic Tile System - Brown 4" Tile	Tan Non-Fibrous Homogeneous	HA: 5	100% Non-fibrous (Other)	None Detected
7111-B8-Mortar 042227413-0008B	Exterior at North Entry Floor - Ceramic Tile System - Brown 4" Tile	Gray Non-Fibrous Homogeneous	HA: 5	100% Non-fibrous (Other)	None Detected
7111-B9-Ceramic Tile 042227413-0009	Exterior at East Entry Floor - Ceramic Tile System - Brown 4" Tile	Brown Non-Fibrous Homogeneous	HA: 5	100% Non-fibrous (Other)	None Detected

Initial report from: 11/07/2022 10:50:29



# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B9-Grout 042227413-0009A	Exterior at East Entry Floor - Ceramic Tile System - Brown 4" Tile	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 5		
7111-B9-Mortar 042227413-0009B	Exterior at East Entry Floor - Ceramic Tile System - Brown 4" Tile	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 5		
7111-B10-Ceramic Tile 042227413-0010	Exterior at East Entry Walls - Ceramic Tile System - White 4" Tile	Brown/White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 5		
7111-B10-Grout 042227413-0010A	Exterior at East Entry Walls - Ceramic Tile System - White 4" Tile	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 5		
7111-B10-Mortar 042227413-0010B	Exterior at East Entry Walls - Ceramic Tile System - White 4" Tile				Layer Not Present
			HA: 5		
7111-B11 042227413-0011	Under Carpets - Corridor by STE 8 - Yellow Carpet Glue	Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 6		
7111-B12 042227413-0012	Under Carpets - Corridor by STE 16 - Yellow Carpet Glue	Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 6		
7111-B13 042227413-0013	Under Carpets Suite 16 Lobby - Yellow Carpet Glue	Black/Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 6		
7111-B14 042227413-0014	Under Carpets by SE Entry - Yellow Carpet Glue	Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 6		
7111-B15 042227413-0015	Under Carpets by Suite 14 - Yellow Carpet Glue	Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 6		
7111-B16 042227413-0016	Under Carpets by Suite 20 - Yellow Carpet Glue	Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 6		
7111-B17 042227413-0017	Building Slab - North at STE 1 - Concrete Slab	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 7		
7111-B18 042227413-0018	Building Slab - NE At Ste 16 - Concrete Slab	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 7		

Initial report from: 11/07/2022 10:50:29



# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B19 042227413-0019	Building Slab - East At Ste 3 - Concrete Slab	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 7		
7111-B20 042227413-0020	Building Slab - Center at Ste 8 - Concrete Slab	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 7		
7111-B21 042227413-0021	Building Slab - North at STE 1 - Concrete Slab	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 7		
7111-B22 042227413-0022	Building Slab - West at STE 20 - Concrete Slab	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 7		
7111-B23-Concrete 042227413-0023	Building Slab - NW at STE 20 - Concrete Slab	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 7		
7111-B23-Glue 042227413-0023A	Building Slab - NW at STE 20 - Concrete Slab	Brown Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 7		
7111-B24-VSF 042227413-0024	Corridor Restrooms East of Suite 8 - Gray Terrazzo Print VSF	Gray Fibrous Homogeneous	15% Cellulose	85% Non-fibrous (Other)	None Detected
			HA: 8		
7111-B24-Mastic 042227413-0024A	Corridor Restrooms East of Suite 8 - Mastic	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 8		
7111-B24-VSF 2 042227413-0024B	Corridor Restrooms East of Suite 8 - Gray Terrazzo Print VSF	Tan Fibrous Homogeneous	10% Cellulose	75% Non-fibrous (Other)	15% Chrysotile
			HA: 8		
7111-B24-Mastic 2 042227413-0024C	Corridor Restrooms East of Suite 8 - Mastic	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 8		
7111-B24-VSF 3 042227413-0024D	Corridor Restrooms East of Suite 8 - Gray Terrazzo Print VSF	Blue/Beige Fibrous Homogeneous	15% Cellulose	85% Non-fibrous (Other)	None Detected
			HA: 8		
7111-B25-VSF 042227413-0025	Corridor Restrooms East of Suite 8 - Gray Terrazzo Print VSF	Gray Fibrous Homogeneous	15% Cellulose	85% Non-fibrous (Other)	None Detected
			HA: 8		
7111-B25-Mastic 042227413-0025A	Corridor Restrooms East of Suite 8 - Mastic	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 8		
7111-B25-VSF 2 042227413-0025B	Corridor Restrooms East of Suite 8 - Gray Terrazzo Print VSF	Tan Fibrous Homogeneous	10% Cellulose	75% Non-fibrous (Other)	15% Chrysotile
			HA: 8		

Initial report from: 11/07/2022 10:50:29



# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B25-Mastic 2 042227413-0025C	Corridor Restrooms East of Suite 8 - Mastic	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 8		
7111-B25-VSF 3 042227413-0025D	Corridor Restrooms East of Suite 8 - Gray Terrazzo Print VSF	Blue/Beige Fibrous Homogeneous	15% Cellulose	85% Non-fibrous (Other)	None Detected
			HA: 8		
7111-B26-VSF 042227413-0026	Suite 9 Restroom - Blue and Gray Terrazzo Print VSF	White/Blue Fibrous Homogeneous	15% Cellulose	85% Non-fibrous (Other)	None Detected
			HA: 9		
7111-B26-Mastic 042227413-0026A	Suite 9 Restroom - Mastic	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 9		
7111-B26-VSF 2 042227413-0026B	Suite 9 Restroom - Blue and Gray Terrazzo Print VSF	Tan Fibrous Homogeneous	15% Cellulose	85% Non-fibrous (Other)	None Detected
			HA: 9		
7111-B26-Mastic 2 042227413-0026C	Suite 9 Restroom - Blue and Gray Terrazzo Print VSF	Black Non-Fibrous Homogeneous		97% Non-fibrous (Other)	3% Chrysotile
			HA: 9		
7111-B27-VSF 042227413-0027	Suite 1 Lobby Reception Area - Gray 12" Tile Print VSF	Gray Fibrous Homogeneous	10% Glass	90% Non-fibrous (Other)	None Detected
			HA: 10		
7111-B27-Mastic 042227413-0027A	Suite 1 Lobby Reception Area - Mastic	Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 10		
7111-B27-VFT 042227413-0027B	Suite 1 Lobby Reception Area - VFT	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 10		
7111-B27-Mastic 2 042227413-0027C	Suite 1 Lobby Reception Area - Mastic	Black Non-Fibrous Homogeneous		97% Non-fibrous (Other)	3% Chrysotile
			HA: 10		
7111-B28-VSF 042227413-0028	Suite 4 Room 3 all Exam Room - Blue and Gray Terrazzo Print VSF	Gray/Blue Fibrous Homogeneous	15% Synthetic	85% Non-fibrous (Other)	None Detected
			HA: 9		
7111-B28-Mastic 042227413-0028A	Suite 4 Room 3 all Exam Room - Mastic	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 9		
7111-B28-VFT 042227413-0028B	Suite 4 Room 3 all Exam Room - Vinyl Floor	Tan Non-Fibrous Homogeneous		98% Non-fibrous (Other)	2% Chrysotile
			HA: 9		
7111-B28-Mastic 2 042227413-0028C	Suite 4 Room 3 all Exam Room - Mastic	Black Non-Fibrous Homogeneous		97% Non-fibrous (Other)	3% Chrysotile
			HA: 9		

Initial report from: 11/07/2022 10:50:29



# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B29-VSF 042227413-0029	Suite 4 Room 3 all Exam Room - Blue and Gray Terrazzo Print VSF	Gray/Blue Fibrous Homogeneous	15% Synthetic	85% Non-fibrous (Other)	None Detected
HA: 9					
7111-B29-Mastic 042227413-0029A	Suite 4 Room 3 all Exam Room - Mastic	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
HA: 9					
7111-B29-VSF 042227413-0029B	Suite 4 Room 3 all Exam Room - Blue and Gray Terrazzo Print VSF	Tan Non-Fibrous Homogeneous		98% Non-fibrous (Other)	2% Chrysotile
HA: 9					
7111-B29-Mastic 2 042227413-0029C	Suite 4 Room 3 all Exam Room - Blue and Gray Terrazzo Print VSF	Black Non-Fibrous Homogeneous		97% Non-fibrous (Other)	3% Chrysotile
HA: 9					
7111-B30-VSF 042227413-0030	Suite 8 Reception Restroom - Gray Terrazzo Print VSF	Gray Fibrous Homogeneous	15% Synthetic	85% Non-fibrous (Other)	None Detected
HA: 8					
7111-B30-Mastic 042227413-0030A	Suite 8 Reception Restroom - Mastic	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
HA: 8					
7111-B30-VSF 2 042227413-0030B	Suite 8 Reception Restroom - Gray Terrazzo Print VSF	White/Blue Fibrous Homogeneous	15% Cellulose	85% Non-fibrous (Other)	None Detected
HA: 8					
7111-B30-Mastic 2 042227413-0030C	Suite 8 Reception Restroom - Mastic	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
HA: 8					
7111-B30-VSF 3 042227413-0030D	Suite 8 Reception Restroom - Gray Terrazzo Print VSF	Tan Fibrous Homogeneous	10% Cellulose	75% Non-fibrous (Other)	15% Chrysotile
HA: 8					
7111-B30-Mastic 3 042227413-0030E	Suite 8 Reception Restroom - Mastic	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
HA: 8					
7111-B31-VSF 042227413-0031	Suite 14 Restrooms and Janitor Closet - Blue and Gray Terrazzo Print VSF	Gray/Blue Fibrous Homogeneous	15% Synthetic	85% Non-fibrous (Other)	None Detected
HA: 9					
7111-B31-Mastic 042227413-0031A	Suite 14 Restrooms and Janitor Closet - MasticSF	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
HA: 9					
7111-B31-VFT 042227413-0031B	Suite 14 Restrooms and Janitor Closet - VFT	Tan Non-Fibrous Homogeneous		98% Non-fibrous (Other)	2% Chrysotile
HA: 9					
7111-B31-Mastic 2 042227413-0031C	Suite 14 Restrooms and Janitor Closet - Mastic	Black Non-Fibrous Homogeneous		97% Non-fibrous (Other)	3% Chrysotile

Initial report from: 11/07/2022 10:50:29



# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
HA: 9					
7111-B32-VSF 042227413-0032	Suite 20 Bathroom Floor - Tan Stone Tile Print VSF	Tan Fibrous Homogeneous	15% Cellulose	85% Non-fibrous (Other)	None Detected
HA: 10					
7111-B32-Mastic 042227413-0032A	Suite 20 Bathroom Floor - Mastic	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
HA: 10					
7111-B32-VFT 042227413-0032B	Suite 20 Bathroom Floor - VFT	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
HA: 10					
7111-B32-Mastic 2 042227413-0032C	Suite 20 Bathroom Floor - Mastic	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
HA: 10					
7111-B33-VSF 042227413-0033	Suite 20 Bathroom Floor - Tan Stone Tile Print VSF	Tan Fibrous Homogeneous	15% Cellulose	85% Non-fibrous (Other)	None Detected
HA: 10					
7111-B33-Mastic 042227413-0033A	Suite 20 Bathroom Floor - Mastic	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
HA: 10					
7111-B33-VFT 042227413-0033B	Suite 20 Bathroom Floor - VFT	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
HA: 10					
7111-B33-Mastic 2 042227413-0033C	Suite 20 Bathroom Floor - Mastic	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
HA: 10					
7111-B34-VSF 042227413-0034	Suite 20 Bathroom Floor - Tan Stone Tile Print VSF	Tan Fibrous Homogeneous	15% Cellulose	85% Non-fibrous (Other)	None Detected
HA: 10					
7111-B34-Mastic 042227413-0034A	Suite 20 Bathroom Floor - Mastic	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
HA: 10					
7111-B34-VFT 042227413-0034B	Suite 20 Bathroom Floor - VFT	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
HA: 10					
7111-B34-Mastic 2 042227413-0034C	Suite 20 Bathroom Floor - Mastic	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
HA: 10					
7111-B35-VSF 042227413-0035	Go Green Middle Office under Laminate - Blue and Gray Terrazzo	Gray/Blue Fibrous Homogeneous	15% Cellulose	85% Non-fibrous (Other)	None Detected
HA: 9					
7111-B35-Mastic 042227413-0035A	Go Green Middle Office under Laminate - Mastic	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
HA: 9					

Initial report from: 11/07/2022 10:50:29



# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B35-VFT 042227413-0035B	Go Green Middle Office under Laminate - Blue and Gray Terrazzo	Tan Non-Fibrous Homogeneous		98% Non-fibrous (Other)	2% Chrysotile
			HA: 9		
7111-B35-Mastic 2 042227413-0035C	Go Green Middle Office under Laminate - Mastic	Black Non-Fibrous Homogeneous		98% Non-fibrous (Other)	2% Chrysotile
			HA: 9		
7111-B36-VSF 042227413-0036	North Corridor Janitors Room Office - Blue and Gray Terrazzo	Gray/Blue Fibrous Homogeneous	5% Cellulose 2% Glass	93% Non-fibrous (Other)	None Detected
			HA: 9		
7111-B36-Mastic 042227413-0036A	North Corridor Janitors Room Office - Mastic	Brown Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 9		
7111-B37-VFT 042227413-0037	Suite Offices under Laminate - VFT	Tan Non-Fibrous Homogeneous		98% Non-fibrous (Other)	2% Chrysotile
			HA: 11		
7111-B37-Mastic 042227413-0037A	Suite Offices under Laminate - Mastic	Black Non-Fibrous Homogeneous		97% Non-fibrous (Other)	3% Chrysotile
			HA: 11		
7111-B37-Glue 042227413-0037B	Suite Offices under Laminate - Glue	Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 11		
7111-B38-VFT 042227413-0038	Suite 1 Exam Room under Laminate - VFT	Tan Non-Fibrous Homogeneous		98% Non-fibrous (Other)	2% Chrysotile
			HA: 11		
7111-B38-Mastic 042227413-0038A	Suite 1 Exam Room under Laminate - Mastic	Black Non-Fibrous Homogeneous		98% Non-fibrous (Other)	2% Chrysotile
			HA: 11		
7111-B38-Glue 042227413-0038B	Suite 1 Exam Room under Laminate - Glue	Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 11		
7111-B39-VFT 042227413-0039	Suite 1 Private Corridor under Laminate - VFT	Tan Non-Fibrous Homogeneous		98% Non-fibrous (Other)	2% Chrysotile
			HA: 11		
7111-B39-Mastic 042227413-0039A	Suite 1 Private Corridor under Laminate - Mastic	Black Non-Fibrous Homogeneous		98% Non-fibrous (Other)	2% Chrysotile
			HA: 11		
7111-B39-Glue 042227413-0039B	Suite 1 Private Corridor under Laminate - Glue	Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 11		
7111-B40-VFT 042227413-0040	Suite 1 Private Room under Laminate - White 12 x 12 VFT	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 12		

Initial report from: 11/07/2022 10:50:29



# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B40-Adhesive 042227413-0040A	Suite 1 Private Room under Laminate - Adhesive	Tan Non-Fibrous Homogeneous	HA: 12	100% Non-fibrous (Other)	None Detected
7111-B41-VFT 042227413-0041	Suite 1 Private North Office under Laminate - White 12 x 12 VFT	White Non-Fibrous Homogeneous	HA: 12	100% Non-fibrous (Other)	None Detected
7111-B41-Adhesive 042227413-0041A <i>Result includes inseparable black mastic.</i>	Suite 1 Private North Office under Laminate - Adhesive	Tan/Black Non-Fibrous Homogeneous	HA: 12	97% Non-fibrous (Other)	3% Chrysotile
7111-B42-VFT 042227413-0042	Suite 1 Private North Office under Laminate - VFT	Tan Non-Fibrous Homogeneous	HA: 11	98% Non-fibrous (Other)	2% Chrysotile
7111-B42-Glue 042227413-0042A	Suite 1 Private North Office under Laminate - Glue	Tan Non-Fibrous Homogeneous	HA: 11	100% Non-fibrous (Other)	None Detected
7111-B42-Mastic 042227413-0042B	Suite 1 Private North Office under Laminate - Mastic	Black Non-Fibrous Homogeneous	HA: 11	98% Non-fibrous (Other)	2% Chrysotile
7111-B43-VFT 042227413-0043	Suite 3 Exam Rooms under Laminate - VFT	Tan Non-Fibrous Homogeneous	HA: 11	98% Non-fibrous (Other)	2% Chrysotile
7111-B43-Glue 042227413-0043A	Suite 3 Exam Rooms under Laminate - Glue	Tan Non-Fibrous Homogeneous	HA: 11	100% Non-fibrous (Other)	None Detected
7111-B43-Mastic 042227413-0043B	Suite 3 Exam Rooms under Laminate - Mastic	Black Non-Fibrous Homogeneous	HA: 11	98% Non-fibrous (Other)	2% Chrysotile
7111-B44-VFT 042227413-0044	Suite 3 Lab Area under Laminate - VFT	Tan Non-Fibrous Homogeneous	HA: 11	98% Non-fibrous (Other)	2% Chrysotile
7111-B44-Glue 042227413-0044A	Suite 3 Lab Area under Laminate - Glue	Tan Non-Fibrous Homogeneous	HA: 11	100% Non-fibrous (Other)	None Detected
7111-B44-Mastic 042227413-0044B	Suite 3 Lab Area under Laminate - Mastic	Black Non-Fibrous Homogeneous	HA: 11	96% Non-fibrous (Other)	4% Chrysotile
7111-B45-VFT 042227413-0045	Suite 9 Office under Laminate - VFT	White Non-Fibrous Homogeneous	HA: 13	100% Non-fibrous (Other)	None Detected
7111-B45-Mastic 042227413-0045A <i>Result includes inseparable black mastic.</i>	Suite 9 Office under Laminate - Mastic	Tan/Black Non-Fibrous Homogeneous	HA: 13	98% Non-fibrous (Other)	2% Chrysotile

Initial report from: 11/07/2022 10:50:29





# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B46-VFT 042227413-0046	Suite 14 Scattered Debris - VFT	Tan Non-Fibrous Homogeneous	HA: 11	98% Non-fibrous (Other)	2% Chrysotile
7111-B46-Mastic 042227413-0046A	Suite 14 Scattered Debris - Mastic	Black Non-Fibrous Homogeneous	HA: 11	97% Non-fibrous (Other)	3% Chrysotile
7111-B46-Glue 042227413-0046B	Suite 14 Scattered Debris - Glue	Tan Non-Fibrous Homogeneous	HA: 11	100% Non-fibrous (Other)	None Detected
7111-B47-VFT 042227413-0047	Suite 14 Scattered Debris - VFT	Tan Non-Fibrous Homogeneous	HA: 11	98% Non-fibrous (Other)	2% Chrysotile
7111-B47-Mastic 042227413-0047A	Suite 14 Scattered Debris - Mastic	Black Non-Fibrous Homogeneous	HA: 11	98% Non-fibrous (Other)	2% Chrysotile
7111-B47-Glue 042227413-0047B	Suite 14 Scattered Debris - Glue	Tan Non-Fibrous Homogeneous	HA: 11	100% Non-fibrous (Other)	None Detected
7111-B48-VFT 042227413-0048	Suite 14 Scattered Debris - VFT	Tan Non-Fibrous Homogeneous	HA: 11	98% Non-fibrous (Other)	2% Chrysotile
7111-B48-Mastic 042227413-0048A	Suite 14 Scattered Debris - Mastic	Black Non-Fibrous Homogeneous	HA: 11	98% Non-fibrous (Other)	2% Chrysotile
7111-B48-Glue 042227413-0048B	Suite 14 Scattered Debris - VFT	Tan Non-Fibrous Homogeneous	HA: 11	100% Non-fibrous (Other)	None Detected
7111-B49-VFT 042227413-0049	Suite 16 Offices - Beige 12 x 12 VFT	Beige Non-Fibrous Homogeneous	HA: 14	100% Non-fibrous (Other)	None Detected
7111-B49-Glue 042227413-0049A	Suite 16 Offices - Yellow Glue	Yellow Non-Fibrous Homogeneous	HA: 14	100% Non-fibrous (Other)	None Detected
7111-B50-VFT 042227413-0050	Suite 16 Offices - Beige 12 x 12 VFT	Beige Non-Fibrous Homogeneous	HA: 14	100% Non-fibrous (Other)	None Detected
7111-B50-Glue 042227413-0050A	Suite 16 Offices - Yellow Glue	Yellow Non-Fibrous Homogeneous	HA: 14	100% Non-fibrous (Other)	None Detected
7111-B50-VFT 2 042227413-0050B	Suite 16 Offices - VFT	Gray/Tan Non-Fibrous Homogeneous	HA: 14	100% Non-fibrous (Other)	None Detected
<i>Result includes inseparable tan mastic.</i>					

Initial report from: 11/07/2022 10:50:29



# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B51-VFT 042227413-0051	Suite 16 Offices - Beige 12 x 12 VFT	Beige Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 14		
7111-B51-Glue 042227413-0051A	Suite 16 Offices - Yellow Glue	Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 14		
7111-B52-VFT 042227413-0052	Suite 16 MRI Room - Beige 12 x 12 VFT	Beige Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 15		
7111-B52-Mastic 042227413-0052A	Suite 16 MRI Room - Mastic	Black Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 15		
7111-B53-VFT 042227413-0053	Suite 16 MRI Electrical Room - Beige 12 x 12 VFT	Beige Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 15		
7111-B53-Mastic 042227413-0053A	Suite 16 MRI Electrical Room - Mastic	Black Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 15		
7111-B54-VFT 042227413-0054	Corridor by Ste 9 under Carpet - VFT	White Non-Fibrous Homogeneous		98% Non-fibrous (Other)	2% Chrysotile
			HA: 11		
7111-B54-Glue 042227413-0054A	Corridor by Ste 9 under Carpet - Glue	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 11		
7111-B54-Mastic 042227413-0054B	Corridor by Ste 9 under Carpet - Mastic	Black Non-Fibrous Homogeneous		97% Non-fibrous (Other)	3% Chrysotile
			HA: 11		
7111-B55-VFT 042227413-0055	Corridor by Ste 9 under Carpet - VFT	White Non-Fibrous Homogeneous		98% Non-fibrous (Other)	2% Chrysotile
			HA: 11		
7111-B55-Glue 042227413-0055A	Corridor by Ste 9 under Carpet - Glue	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 11		
7111-B55-Mastic 042227413-0055B	Corridor by Ste 9 under Carpet - Mastic	Black Non-Fibrous Homogeneous		97% Non-fibrous (Other)	3% Chrysotile
			HA: 11		
7111-B56-VFT 042227413-0056	Corridor by Suite 20 under Carpet - VFT	White Non-Fibrous Homogeneous		98% Non-fibrous (Other)	2% Chrysotile
			HA: 11		
7111-B56-Glue 042227413-0056A	Corridor by Suite 20 under Carpet - Glue	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 11		

Initial report from: 11/07/2022 10:50:29



# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B56-Mastic 042227413-0056B	Corridor by Suite 20 under Carpet - Mastic	Black Non-Fibrous Homogeneous		97% Non-fibrous (Other)	3% Chrysotile
			HA: 11		
7111-B57-VFT 042227413-0057	Middle Office - White 12 x 12 VFT	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 16		
7111-B57-Glue 042227413-0057A	Middle Office - Glue	Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 16		
7111-B58-VFT 042227413-0058	Network Room - White 12 x 12 VFT	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 16		
7111-B58-Glue 042227413-0058A	Network Room - Glue	Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 16		
7111-B58-VSF 042227413-0058B	Network Room - VSF	Various/Yellow/Green Fibrous Homogeneous	25% Cellulose	75% Non-fibrous (Other)	None Detected
			HA: 16		
					<i>Result includes analysis of inseparable mastic.</i>
7111-B58-VFT 2 042227413-0058C	Network Room - VFT	Tan Non-Fibrous Homogeneous		98% Non-fibrous (Other)	2% Chrysotile
			HA: 16		
7111-B58-Mastic 042227413-0058D	Network Room - Mastic	Black Non-Fibrous Homogeneous		97% Non-fibrous (Other)	3% Chrysotile
			HA: 16		
7111-B59-Base Cove 042227413-0059	Interior Walls at Base Suite 4 - Blue 4" Vinyl Base Cove	Blue Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 17		
7111-B59-Glue 042227413-0059A	Interior Walls at Base Suite 4 - Glue	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 17		
7111-B60-Base Cove 042227413-0060	Interior Suite 4 Room 4 - Blue 4" Vinyl Base Cove	Blue Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 17		
7111-B60-Glue 042227413-0060A	Interior Suite 4 Room 4 - Glue	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 17		
7111-B61-VBC 042227413-0061	Interior Walls at Base - North Janitors Room - Blue 4" -VBC	Blue Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 17		
7111-B61-Glue 042227413-0061A	Interior Walls at Base - North Janitors Room - Glue	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 17		

Initial report from: 11/07/2022 10:50:29



# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B62-VBC 042227413-0062	Interior Walls at Base - Corridor by SE Entry - Black 4" VBC	Black Non-Fibrous Homogeneous	HA: 17	100% Non-fibrous (Other)	None Detected
7111-B62-Glue 042227413-0062A	Interior Walls at Base - Corridor by SE Entry - Glue	White Non-Fibrous Homogeneous	HA: 17	100% Non-fibrous (Other)	None Detected
7111-B63-VBC 042227413-0063	Interior Walls at Base - Corridor by SE 8 - Black 4" VBC	Black Non-Fibrous Homogeneous	HA: 17	100% Non-fibrous (Other)	None Detected
7111-B63-Glue 042227413-0063A	Interior Walls at Base - Corridor by SE 8 - Glue	White Non-Fibrous Homogeneous	HA: 17	100% Non-fibrous (Other)	None Detected
7111-B64-VBC 042227413-0064	Interior Walls at Base - Corridor by SE 9 - Black 4" VBC	Black Non-Fibrous Homogeneous	HA: 17	100% Non-fibrous (Other)	None Detected
7111-B64-Glue 042227413-0064A	Interior Walls at Base - Corridor by SE 9 - Glue	White Non-Fibrous Homogeneous	HA: 17	100% Non-fibrous (Other)	None Detected
7111-B65-VBC 042227413-0065	Interior Walls at Base - Corridor by SE 14 - Black 4" VBC	Black Non-Fibrous Homogeneous	HA: 17	100% Non-fibrous (Other)	None Detected
7111-B65-Glue 042227413-0065A	Interior Walls at Base - Corridor by SE 14 - Glue	White Non-Fibrous Homogeneous	HA: 17	100% Non-fibrous (Other)	None Detected
7111-B66-VBC 042227413-0066	Interior Walls at Base - Suite 16 by Reception - Tan 4" VBC	Tan Non-Fibrous Homogeneous	HA: 17	100% Non-fibrous (Other)	None Detected
7111-B66-Glue 042227413-0066A	Interior Walls at Base - Suite 16 by Reception - Glue	White Non-Fibrous Homogeneous	HA: 17	100% Non-fibrous (Other)	None Detected
7111-B67-VBC 042227413-0067	Interior Walls at Base - Suite 16 Offices - Tan 4" VBC	Tan Non-Fibrous Homogeneous	HA: 17	100% Non-fibrous (Other)	None Detected
7111-B67-Glue 042227413-0067A	Interior Walls at Base - Suite 16 Offices - Glue	White Non-Fibrous Homogeneous	HA: 17	100% Non-fibrous (Other)	None Detected
7111-B68-VBC 042227413-0068	Interior Walls at Base - Network Room - Tan 4" VBC	Tan Non-Fibrous Homogeneous	HA: 17	100% Non-fibrous (Other)	None Detected
7111-B68-Glue 042227413-0068A	Interior Walls at Base - Network Room - Glue	White Non-Fibrous Homogeneous	HA: 17	100% Non-fibrous (Other)	None Detected

Initial report from: 11/07/2022 10:50:29



# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B69-VBC 042227413-0069	Interior Walls at Base - Suite 20 Bathroom - White 4" VBC	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 18		
7111-B69-Glue 042227413-0069A	Interior Walls at Base - Suite 20 Bathroom - Glue	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 18		
7111-B70-Drywall 042227413-0070	Interior Walls - East Lobby - Drywall System	White Fibrous Homogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B70-Mud 042227413-0070A	Interior Walls - East Lobby - Drywall System	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B70-Tape 042227413-0070B	Interior Walls - East Lobby - Drywall System	Beige Fibrous Homogeneous	95% Cellulose	5% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B71-Drywall 042227413-0071	Interior Walls - South Lobby - Drywall System	White Fibrous Homogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B71-Mud 042227413-0071A	Interior Walls - South Lobby - Drywall System	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B71-Tape 042227413-0071B	Interior Walls - South Lobby - Drywall System	Beige Fibrous Homogeneous	95% Cellulose	5% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B72-Drywall 042227413-0072	Interior Walls - South Lobby Ceiling - Drywall System	White Fibrous Homogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B72-Mud 042227413-0072A	Interior Walls - South Lobby Ceiling - Drywall System	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B72-Tape 042227413-0072B	Interior Walls - South Lobby Ceiling - Drywall System	Beige Fibrous Homogeneous	95% Cellulose	5% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B73-Drywall 042227413-0073	Interior Walls - Corridor by Ste 16 - Drywall System	White Fibrous Homogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B73-Mud 042227413-0073A	Interior Walls - Corridor by Ste 16 - Drywall System	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B73-Tape 042227413-0073B	Interior Walls - Corridor by Ste 16 - Drywall System	Beige Fibrous Homogeneous	95% Cellulose	5% Non-fibrous (Other)	None Detected
			HA: 19		

Initial report from: 11/07/2022 10:50:29



# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B74-Drywall 042227413-0074	Interior Walls - SEW Corridor - Drywall System	White Fibrous Homogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B74-Mud 042227413-0074A	Interior Walls - SEW Corridor - Drywall System	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B74-Tape 042227413-0074B	Interior Walls - SEW Corridor - Drywall System	Beige Fibrous Homogeneous	95% Cellulose	5% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B75-Drywall 042227413-0075	Interior Walls - Suite 3 Room 4 - Drywall System	White Fibrous Homogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B75-Mud 042227413-0075A	Interior Walls - Suite 3 Room 4 - Drywall System	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B75-Tape 042227413-0075B	Interior Walls - Suite 3 Room 4 - Drywall System	Beige Fibrous Homogeneous	95% Cellulose	5% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B76-Drywall 042227413-0076	Interior Walls - Suite 4 Exam Room 1 - Drywall System	White Fibrous Homogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B76-Mud 042227413-0076A	Interior Walls - Suite 4 Exam Room 1 - Drywall System	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B77-Drywall 042227413-0077	Interior Walls - Suite 8 Reception - Drywall System	White Fibrous Homogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B77-Mud 042227413-0077A	Interior Walls - Suite 8 Reception - Drywall System	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B78-Drywall 042227413-0078	Interior Walls - Suite 14 Lobby - Drywall System	White Fibrous Homogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B78-Mud 042227413-0078A	Interior Walls - Suite 14 Lobby - Drywall System	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B78-Tape 042227413-0078B	Interior Walls - Suite 14 Lobby - Drywall System	Beige Fibrous Homogeneous	95% Cellulose	5% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B79-Drywall 042227413-0079	Interior Walls - Suite 16 Office - Drywall System	White Fibrous Homogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
			HA: 19		

Initial report from: 11/07/2022 10:50:29



# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B79-Mud 042227413-0079A	Interior Walls - Suite 16 Office - Drywall System	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B79-Tape 042227413-0079B	Interior Walls - Suite 16 Office - Drywall System	Beige Fibrous Homogeneous	95% Cellulose	5% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B80-Drywall 042227413-0080	Interior Walls - Room 19 - Drywall System	White Fibrous Homogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B80-Mud 042227413-0080A	Interior Walls - Room 19 - Drywall System	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B80-Drywall 2 042227413-0080B	Interior Walls - Room 19 - Drywall System	White Non-Fibrous Homogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B80-Mud 2 042227413-0080C	Interior Walls - Room 19 - Drywall System	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B81-Drywall 042227413-0081	Interior Walls - Go Green Offices - Drywall System	White Fibrous Homogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B81-Mud 042227413-0081A	Interior Walls - Go Green Offices - Drywall System	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B81-Skim Coat 042227413-0081B	Interior Walls - Go Green Offices - Drywall System	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B82-Drywall 042227413-0082	Interior Walls - Suite 20 Reception - Drywall System	White Fibrous Homogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B82-Mud 042227413-0082A	Interior Walls - Suite 20 Reception - Drywall System	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B82-Skim Coat 042227413-0082B	Interior Walls - Suite 20 Reception - Drywall System	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B83-Drywall 042227413-0083	Interior Walls - Room 20 - Drywall System	White Fibrous Homogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B83-Mud 042227413-0083A	Interior Walls - Room 20 - Drywall System	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 19		

Initial report from: 11/07/2022 10:50:29



# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B84-Drywall 042227413-0084	Interior Walls - Network Room - Drywall System	White Fibrous Homogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B84-Mud 042227413-0084A	Interior Walls - Network Room - Drywall System	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B84-Tape 042227413-0084B	Interior Walls - Network Room - Drywall System	Beige Fibrous Homogeneous	95% Cellulose	5% Non-fibrous (Other)	None Detected
			HA: 19		
7111-B85-Drywall 042227413-0085	Hard Lid Ceiling and Columns above Drop Ceiling NW - Drywall System Ceilings				Layer Not Present
			HA: 20		
7111-B85-Mud 042227413-0085A	Hard Lid Ceiling and Columns above Drop Ceiling NW - Drywall System Ceilings	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 20		
7111-B86 042227413-0086	Hard Lid Ceiling and Columns above Drop Ceiling Center - Drywall System Ceilings	White Fibrous Homogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
			HA: 20		
7111-B87-Drywall 042227413-0087	Hard Lid Ceiling and Columns above Drop Ceiling at Suite 14 - Drywall System Ceilings	White Fibrous Homogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
			HA: 20		
7111-B87-Mud 042227413-0087A	Hard Lid Ceiling and Columns above Drop Ceiling at Suite 14 - Drywall System Ceilings	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 20		
7111-B88-Drywall 042227413-0088	Hard Lid Ceiling and Columns above Drop Ceiling at Suite 4 - Drywall System Ceilings	White Fibrous Homogeneous	10% Cellulose	90% Non-fibrous (Other)	None Detected
			HA: 20		
7111-B88-Mud 042227413-0088A	Hard Lid Ceiling and Columns above Drop Ceiling at Suite 4 - Drywall System Ceilings	White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 20		
7111-B89 042227413-0089	Suite 1 Private N Office E Wall Wood Panel - Wall Panel Adhesive	Tan/Silver Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 21		

Initial report from: 11/07/2022 10:50:29





# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B90 042227413-0090	Suite 1 Private N Office E Wall Wood Panel - Wall Panel Adhesive	Tan Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 21		
7111-B91 042227413-0091	Suite 1 Private N Office E Wall Wood Panel - Wall Panel Adhesive	Yellow Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 21		
7111-B92 042227413-0092	Interior Ceilings - Main Lobby - 2 x 4 Lay-in Ceiling Panels	Tan Fibrous Homogeneous	40% Cellulose	60% Non-fibrous (Other)	None Detected
			HA: 22		
7111-B93 042227413-0093	Interior Ceilings - Pharmacy - 2 x 4 Lay-in Ceiling Panels	Tan Fibrous Homogeneous	40% Cellulose	60% Non-fibrous (Other)	None Detected
			HA: 22		
7111-B94 042227413-0094	Interior Ceilings - E Corridor - 2 x 4 Lay-in Ceiling Panels	Tan Fibrous Homogeneous	40% Cellulose	60% Non-fibrous (Other)	None Detected
			HA: 22		
7111-B95 042227413-0095	Interior Ceilings - Suite 4 - 2 x 4 Lay-in Ceiling Panels	Tan Fibrous Homogeneous	40% Cellulose	60% Non-fibrous (Other)	None Detected
			HA: 22		
7111-B96 042227413-0096	Interior Ceilings - Suite 20 - 2 x 4 Lay-in Ceiling Panels	Tan Fibrous Homogeneous	40% Cellulose	60% Non-fibrous (Other)	None Detected
			HA: 22		
7111-B97 042227413-0097	Interior Ceilings - Suite 1 - 2 x 4 Lay-in Ceiling Panels	Tan Fibrous Homogeneous	40% Cellulose	60% Non-fibrous (Other)	None Detected
			HA: 22		
7111-B98 042227413-0098	Interior Ceilings - Suite 8 - 2 x 4 Lay-in Ceiling Panels	Gray Fibrous Homogeneous	40% Cellulose	60% Non-fibrous (Other)	None Detected
			HA: 22		
7111-B99 042227413-0099	I Beams above Drop Ceiling - NW - Spray Applied Fireproofing	Brown Fibrous Homogeneous	70% Cellulose	30% Non-fibrous (Other)	None Detected
			HA: 23		
7111-B100 042227413-0100	I Beams above Drop Ceiling - Center - Spray Applied Fireproofing	Brown Fibrous Homogeneous	70% Cellulose	30% Non-fibrous (Other)	None Detected
			HA: 23		
7111-B101 042227413-0101	I Beams above Drop Ceiling - At Suite 14 - Spray Applied Fireproofing	Brown Fibrous Homogeneous	70% Cellulose	30% Non-fibrous (Other)	None Detected
			HA: 23		
7111-B102 042227413-0102	I Beams above Drop Ceiling - At Suite 19 - Spray Applied Fireproofing	Brown Fibrous Homogeneous	70% Cellulose	30% Non-fibrous (Other)	None Detected
			HA: 23		

Initial report from: 11/07/2022 10:50:29



# EMSL Analytical, Inc.

200 Route 130 North Hammonson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B103 042227413-0103	I Beams above Drop Ceiling - SW at Suite 4 - Spray Applied Fireproofing	Brown Fibrous Homogeneous	70% Cellulose	30% Non-fibrous (Other)	None Detected
			HA: 23		
7111-B104 042227413-0104	Parking Lot - North - Asphalt Paving	Black Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 24		
7111-B105 042227413-0105	Parking Lot - South - Asphalt Paving	Black Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 24		
7111-B106 042227413-0106	Parking Lot - SW - Asphalt Paving	Black Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 24		
7111-B107 042227413-0107	Parking Lot - West - Asphalt Paving	Black Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 24		
7111-B108 042227413-0108	North Side Drain Ditch - Concrete	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 25		
7111-B109 042227413-0109	East Side Curb - Concrete	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 25		
7111-B110 042227413-0110	East Walkway - Concrete	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 25		
7111-B111 042227413-0111	South Entry Ramp - Concrete	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 25		
7111-B112 042227413-0112	West Walkway - Concrete	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 25		
7111-B113-Texture 042227413-0113	Exterior Walls - North - Exterior Stucco System	Gray/White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 26		
7111-B113-Stucco 042227413-0113A	Exterior Walls - North - Exterior Stucco System	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 26		
7111-B114-Texture 042227413-0114	Exterior Walls - Ceiling at N Entry - Exterior Stucco System	Gray/White Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 26		
7111-B114-Stucco 042227413-0114A	Exterior Walls - Ceiling at N Entry - Exterior Stucco System	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 26		

Initial report from: 11/07/2022 10:50:29



# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B115-Texture 042227413-0115	Exterior Walls - NE - Exterior Stucco System	Gray/White Non-Fibrous Homogeneous	HA: 26	100% Non-fibrous (Other)	None Detected
7111-B115-Stucco 042227413-0115A	Exterior Walls - NE - Exterior Stucco System	Gray/White Non-Fibrous Homogeneous	HA: 26	100% Non-fibrous (Other)	None Detected
7111-B116-Texture 042227413-0116	Exterior Walls - SW - Exterior Stucco System	Non-Fibrous Homogeneous	HA: 26	100% Non-fibrous (Other)	None Detected
7111-B116-Stucco 042227413-0116A	Exterior Walls - SW - Exterior Stucco System	Gray Non-Fibrous Homogeneous	HA: 26	100% Non-fibrous (Other)	None Detected
7111-B117-Texture 042227413-0117	Exterior Walls - West - Exterior Stucco System	White Non-Fibrous Homogeneous	HA: 26	100% Non-fibrous (Other)	None Detected
7111-B117-Stucco 042227413-0117A	Exterior Walls - West - Exterior Stucco System	Gray Non-Fibrous Homogeneous	HA: 26	100% Non-fibrous (Other)	None Detected
7111-B118 042227413-0118	Behind Stucco Walls - SW Corner - Stucco Lath Paper	Brown/Black Fibrous Homogeneous	HA: 27	95% Cellulose 5% Non-fibrous (Other)	None Detected
7111-B119 042227413-0119	At Base of Stucco Walls - SW Corner - Wall Caulk	White Non-Fibrous Homogeneous	HA: 28	100% Non-fibrous (Other)	None Detected
7111-B120-CMU 042227413-0120	North Perimeter Wall - CMU Wall with Mortar	Gray Non-Fibrous Homogeneous	HA: 29	100% Non-fibrous (Other)	None Detected
7111-B120-Mortar 042227413-0120A	North Perimeter Wall - CMU Wall with Mortar	Gray Non-Fibrous Homogeneous	HA: 29	100% Non-fibrous (Other)	None Detected
7111-B121-CMU 042227413-0121	West Perimeter Wall - CMU Wall with Mortar	Gray Non-Fibrous Homogeneous	HA: 29	100% Non-fibrous (Other)	None Detected
7111-B121-Grout 042227413-0121A	West Perimeter Wall - CMU Wall with Mortar	Gray Non-Fibrous Homogeneous	HA: 29	100% Non-fibrous (Other)	None Detected
7111-B122-CMU 042227413-0122	West by Trash Dumpsters - CMU Wall with Mortar	Gray Non-Fibrous Homogeneous	HA: 29	100% Non-fibrous (Other)	None Detected
7111-B122-Grout 042227413-0122A	West by Trash Dumpsters - CMU Wall with Mortar	Gray Non-Fibrous Homogeneous	HA: 29	100% Non-fibrous (Other)	None Detected

Initial report from: 11/07/2022 10:50:29



# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B123-Roofing 042227413-0123	Rof Field - NW - Roof Tar Roof Core	Black Fibrous Homogeneous	20% Glass	80% Non-fibrous (Other)	None Detected
			HA: 30		
7111-B123-Tar 042227413-0123A	Rof Field - NW - Roof Tar Roof Core	Black Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 30		
7111-B124-Roofing 042227413-0124	Rof Field - Center - Roof Tar Roof Core	Black Fibrous Homogeneous	20% Glass	80% Non-fibrous (Other)	None Detected
			HA: 30		
7111-B124-Tar 042227413-0124A	Rof Field - Center - Roof Tar Roof Core	Black Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 30		
7111-B125-Roofing 042227413-0125	Rof Field - SE - Roof Tar Roof Core	Black Fibrous Homogeneous	20% Glass	80% Non-fibrous (Other)	None Detected
			HA: 30		
7111-B125-Tar 042227413-0125A	Rof Field - SE - Roof Tar Roof Core	Black Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 30		
7111-B126-Roofing 042227413-0126	Rof Field - N Overhang - Roof Tar Roof Core	Black Fibrous Homogeneous	20% Glass	80% Non-fibrous (Other)	None Detected
			HA: 30		
7111-B126-Tar 042227413-0126A	Rof Field - N Overhang - Roof Tar Roof Core	Black Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 30		
7111-B127-Roofing 042227413-0127	Rof Field - E Overhang - Roof Tar Roof Core	Black Fibrous Homogeneous	20% Glass	80% Non-fibrous (Other)	None Detected
			HA: 30		
7111-B127-Tar 042227413-0127A	Rof Field - E Overhang - Roof Tar Roof Core	Black Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 30		
7111-B128-Shingle 042227413-0128	Northeast Patch over Roof and Tar - Rolled Asphalt Roof Core	Black Fibrous Homogeneous	20% Synthetic	80% Non-fibrous (Other)	None Detected
			HA: 31		
7111-B128-Tar 042227413-0128A	Northeast Patch over Roof and Tar - Rolled Asphalt Roof Core	Black Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 31		
7111-B128-Roofing 042227413-0128B	Northeast Patch over Roof and Tar - Rolled Asphalt Roof Core	Black Fibrous Homogeneous	20% Glass	80% Non-fibrous (Other)	None Detected
			HA: 31		
7111-B129-Shingle 042227413-0129	Center Ditch - Rolled Asphalt Roof Core	Black Fibrous Homogeneous	20% Synthetic	80% Non-fibrous (Other)	None Detected
			HA: 31		

Initial report from: 11/07/2022 10:50:29



# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

**EMSL Order:** 042227413

**Customer ID:** CLAR53

**Customer PO:**

**Project ID:**

## Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

Sample	Description	Appearance	Non-Asbestos		Asbestos
			% Fibrous	% Non-Fibrous	% Type
7111-B129-Tar 042227413-0129A	Center Ditch - Rolled Asphalt Roof Core	Black Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 31		
7111-B129-Roofing 042227413-0129B	Center Ditch - Rolled Asphalt Roof Core	Black Fibrous Homogeneous	20% Glass	80% Non-fibrous (Other)	None Detected
			HA: 31		
7111-B130-Shingle 042227413-0130	Parapet at North Overhang - Rolled Asphalt Roof Core	Black Fibrous Homogeneous	20% Glass	80% Non-fibrous (Other)	None Detected
			HA: 31		
7111-B130-Tar 042227413-0130A	Parapet at North Overhang - Rolled Asphalt Roof Core	Black Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 31		
7111-B130-Roofing 042227413-0130B	Parapet at North Overhang - Rolled Asphalt Roof Core	Black Fibrous Homogeneous	20% Glass	80% Non-fibrous (Other)	None Detected
			HA: 31		
7111-B131-Shingle 042227413-0131	Edge Flashing at South Side - Rolled Asphalt Roof Core	Black Fibrous Homogeneous	20% Glass	80% Non-fibrous (Other)	None Detected
			HA: 31		
7111-B131-Tar 042227413-0131A	Edge Flashing at South Side - Rolled Asphalt Roof Core	Black Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 31		
7111-B131-Roofing 042227413-0131B	Edge Flashing at South Side - Rolled Asphalt Roof Core	Black Fibrous Homogeneous	20% Glass	80% Non-fibrous (Other)	None Detected
			HA: 31		
7111-B132 042227413-0132	Penetrations and Flashing - H Flashing - Roof Mastic	Black Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 32		
7111-B133 042227413-0133	Penetrations and Flashing - NW Penetration - Roof Mastic	Gray Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 32		
7111-B134 042227413-0134	Penetrations and Flashing - E Penetration - Roof Mastic	Black Non-Fibrous Homogeneous		97% Non-fibrous (Other)	3% Chrysotile
			HA: 32		
7111-B135 042227413-0135	Penetrations and Flashing - SE Penetration - Roof Mastic	Black Non-Fibrous Homogeneous		100% Non-fibrous (Other)	None Detected
			HA: 32		

Initial report from: 11/07/2022 10:50:29



# EMSL Analytical, Inc.

200 Route 130 North Cinnaminson, NJ 08077

Tel/Fax: (800) 220-3675 / (856) 786-5974

<http://www.EMSL.com> / [cinnasblab@EMSL.com](mailto:cinnasblab@EMSL.com)

<b>EMSL Order:</b> 042227413
<b>Customer ID:</b> CLAR53
<b>Customer PO:</b>
<b>Project ID:</b>

Analyst(s)

- Elijah Mayorga (75)*
- Liliveth Escamilla (66)*
- Lori Grenier (138)*
- William Bradford (17)*

Samantha Rundstrom, Laboratory Manager  
or Other Approved Signatory

EMSL maintains liability limited to cost of analysis. Interpretation and use of test results are the responsibility of the client. This report relates only to the samples reported above, and may not be reproduced, except in full, without written approval by EMSL. EMSL bears no responsibility for sample collection activities or analytical method limitations. The report reflects the samples as received. Results are generated from the field sampling data (sampling volumes and areas, locations, etc.) provided by the client on the Chain of Custody. Samples are within quality control criteria and met method specifications unless otherwise noted. The above analyses were performed in general compliance with Appendix E to Subpart E of 40 CFR (previously EPA 600/M4-82-020 "Interim Method") but augmented with procedures outlined in the 1993 ("final") version of the method. This report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST or any agency of the federal government. Non-friable organically bound materials present a problem matrix and therefore EMSL recommends gravimetric reduction prior to analysis. Unless requested by the client, building materials manufactured with multiple layers (i.e. linoleum, wallboard, etc.) are reported as a single sample. Estimation of uncertainty is available on request.

Samples analyzed by EMSL Analytical, Inc. Las Vegas, NV NVLAP Lab Code 600140-0, AZ 0953, CA 3002, NV 050132018-1

Initial report from: 11/07/2022 10:50:29



CLARK SEIF CLARK, INC.  
HEALTH & SAFETY • ENGINEERING • ENVIRONMENTAL

042227413

5 DAYS

Chain of Custody Form- Bulk Sampling

CSC Job #	Sampling By	Date Taken	# Samples	Page #	Total Pages		
1031500	Christian Goerrissen	10/24/22	RECEIVED EMSL + LABERS	1 of	9		
Job Name & Location			Customer Id No.: WINSTON, N.J. (1006444)				
Winnetka Offices 7111 Winnetka Avenue Canoga Park, CA			2022 OCT 31 AM 9:53				
Sample Analysis:	PLM - Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy		Lab Submitted to: ETSL				
ID #	Material Description	HM	Location of Sample	Condition	Friable	Quantity	
7111 B1	CERAMIC TILE SYSTEM - BLACK 12" TILE	1	MAIN LOBBY FLOOR	GOOD	NO	~1,000 LB	
B2	- BLUE 12" TILE	2	PHARMACY FLOOR	POOR	NO	~6,000 LB	
B3	- BEIGE 12" TILE	3	SUITE 1 LOBBY	GOOD	NO	~2,000 LB	
B4	- BEIGE 12" TILE	3	SUITE 1 PRIVATE RR FLOOR	GOOD	NO	~200 LB	
B5	- BEIGE 12" TILE	3	SUITE 10 FLOOR	FAIR	NO	~1,500 LB	
B6	- WHITE 6" TILE	4	SUITE 16 RR FLOOR	GOOD	NO	~2,000 LB	
B7	- WHITE 6" TILE	4	SUITE 16 RR WALLS	↓	↓	↓	
B8	- BROWN 4" TILE	5	EXTERIOR AT NORTH ENTRY FLOOR	GOOD	NO	~2,000 LB	
B9	- BROWN 4" TILE	5	EXTERIOR AT EAST ENTRY FLOOR	↓	↓	↓	
B10	✓ - WHITE 4" TILE	5	EXTERIOR AT EAST ENTRY WALLS	↓	↓	↓	
B11	YELLOW CARPET GLUE	6	UNDER CARPETS - CORRIDOR BY STE 8	GOOD	NO	~3,000 LB	
B12		6	- CORRIDOR BY STE 16				
B13		6	- SUITE 16 LOBBY				
B14		6	- BY SE ENTRY				
✓ B15		6	✓ - BY SUITE 14	✓	✓	✓	
CONDITION CODE		FRIABLE CODE		HOMOGENEOUS CODE		QUANTITY CODE	
G= GOOD D	F= FAIR	P= POOR	Y= YES N= NO	HA= HOMOGENEOUS MATERIAL		SF= Square Ft.	LF= LINEAR Ft.
INSPECTION COMMENTS:		CERAMIC TILE SYSTEM = TILE, GROUT, MORTAR					
Relinquished By:			Date & Time				
			10-27-22 @ 4:45 PM				
Received By:			Date & Time				
			10/31/22 9:00 am				

Clark Seif Clark



CLARK SEIF CLARK, INC.  
HEALTH & SAFETY • ENGINEERING • ENVIRONMENTAL

042227413

Requested Turn around time

Chain of Custody Form- Bulk Sampling

5 Days

CSC Job #	1031500	Sampling By	Christian Goerrissen	Date Taken	10/24/22	# Samples	RECEIVED 2378 SLABS	Page #	2	of	9	Total Pages	9
Job Name & Location				Customer Id No. WINNAPINSUN, N.J.									
Winnetka Offices				(1006444)									
7111 Winnetka Avenue				2022 OCT 31 AM 9:53									
Canoga Park, CA													
Sample Analysis:	PLM - Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy						Lab Submitted to: ETJSC						
ID #	Material Description	HM	Location of Sample	Condition	Friable	Quantity							
7111	YELLOW CARPET	6	UTILITY CARPETS	GOOD	NO	~8,000 LB							
B16	GLUE		-CORRIDOR BY STE 20										
	CONCRETE SLABS	7	BUILDING SLABS	GOOD	NO	~22,000 LB							
B17			-NORTH AT STE 1										
B18		7	-NE AT STE 10										
B19		7	-EAST AT STE 3										
B20		7	-CENTER AT STE 8										
B21		7	-CENTER AT STE 10										
B22		7	-WEST AT STE 20										
B23		7	-NW AT STE 20										
B24	GRAY TERRAZZO PRINT USE	8	CORRIDOR RESTROOMS EAST OF SUITE 8	GOOD	NO	60 LB							
B25		8											
B26	BLUE/GRAY TERRAZZO PRINT USE	9	SUITE 9 RESTROOM	GOOD	NO	40 LB							
B27	GRAY 12" TILE PRINT USE	10	SUITE 1 LOBBY/RECEPTION AREA	FAIR	NO	~200 LB							
B28	BLUE/GRAY TERRAZZO PRINT USE	9	SUITE 4 ROOM 3 (ALL EXAM ROOMS)	GOOD	NO	~1,000 LB							
B29		9											
B30	GRAY TERRAZZO PRINT USE	8	SUITE 8 RECEPTION RESTROOM	GOOD	NO	~60 LB							
CONDITION CODE			FRIABLE CODE		HOMOGENEOUS CODE		QUANTITY CODE						
G= GOOD	F= FAIR	P= POOR	Y= YES	N= NO	HA= HOMOGENEOUS MATERIAL		SF= Square Ft.	LF= LINEAR Ft.					
INSPECTION COMMENTS:													
USF = VINYL SHEET FLOORING													
ALL VINYL FLOORING SAMPLES ARE CORE SAMPLES WITH MULTIPLE LAYERS OF FLOORING AND ADHESIVES/MASTIC													
Relinquished By:						Date & Time							
						10/27/22 @ 4:45 PM							
Received By:						Date & Time							



042227413

Requested Turn around time



CLARK SEIF CLARK, INC.  
HEALTH & SAFETY • ENGINEERING • ENVIRONMENTAL

Chain of Custody Form- Bulk Sampling

5 DAYS

CSC Job #	Sampling By	Date Taken	# Samples	Page #	Total Pages
1031500	Christian Goerissen	10/24/22	135 + LAYERS	3 of	9
Job Name & Location		Customer Id No.:			
Winnetka Offices		(1006444)			
7111 Winnetka Avenue		2022 OCT 31 AM 9:53			
Canoga Park, CA					

Sample Analysis:	PLM – Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy	Lab Submitted to:	ETSL
------------------	---	-------------------	------

ID #	Material Description	HM	Location of Sample	Condition	Friable	Quantity
B31	BLUE/GRAY TERRAZZO PRINT USF	9	SUITE 14 RESTROOMS AND JANITOR CLOSET	GOOD	NO	~120 LB
B32	TAN STONE TILE PRINT USF	10	SUITE 20 BATHROOM FLOOR	GOOD	NO	~40 LB
B33		10				
B34		10				
B35	BLUE/GRAY TERRAZZO	9	60-GREEN MIDDLE OFFICE (UNDER LAMINATE)	GOOD	NO	~1,000 LB
B36		9	NORTH CORRIDOR JANITORS ROOM (OFFICE)	GOOD	NO	~100 LB
B37	VFT WITH GLOB AND MASTIC	11	SUITE 1 OFFICES (UNDER LAMINATE)	FAIR	NO	~10,000 LB
B38		11	SUITE 1 EXAM ROOMS (UNDER LAMINATE)			
B39		11	SUITE 1 PRIVATE CORRIDOR (UNDER LAMINATE)			
B40	WHITE 12X12 VFT W/ADHESIVE	12	SUITE 1 PRIVATE ROOM 1 (UNDER LAMINATE)	FAIR	NO	~1,400 LB
B41		12	SUITE 1 PRIVATE ROOM 3 (UNDER LAMINATE)			
B42	VFT WITH GLOB AND MASTIC	11	SUITE 1 PRIVATE NORTH OFFICE (UNDER LAMINATE)	FAIR	NO	~10,000 LB
B43		11	SUITE 3 EXAM ROOMS (UNDER LAMINATE)			
B44		11	SUITE 3 LAB AREA (UNDER LAMINATE)			
B45	WHITE 12X12 VFT W/MASTIC	13	SUITE 9 OFFICE (UNDER LAMINATE)	FAIR	NO	~500 LB

CONDITION CODE	FRIABLE CODE	HOMOGENEOUS CODE	QUANTITY CODE
G= GOOD D= POOR	F= FAIR P= POOR	Y= YES N= NO	HA= HOMOGENEOUS MATERIAL
LF= LINEAR Ft.	SF= Square Ft.		

INSPECTION COMMENTS: VFT = VINYL FLOOR TILE  
VINYL FLOORING, SAMPLES AND CORE SAMPLES WITH MULTIPLE LAYERS OF FLOOR TILE, GLOB AND MASTIC

Relinquished By:	Date & Time
	10-27-22 @ 4:45 PM
Received By:	Date & Time



CLARK SEIF CLARK, INC.  
HEALTH & SAFETY • ENGINEERING • ENVIRONMENTAL

042227413

Requested Turn around time

5 DAYS

Chain of Custody Form- Bulk Sampling

CSC Job #	Sampling By	Date Taken	# Samples	Page #	Total Pages	
1031500	Christian Goerrissen	10/24/22	135 + LAYERS	4	of	9
Job Name & Location		Customer Id No.				
Winnetka Offices		(1006444)				
7111 Winnetka Avenue		2021 OCT 31 AM 9:53				
Canoga Park, CA						
Sample Analysis:	PLM - Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy			Lab Submitted to:	ETSL	
ID #	Material Description	HM	Location of Sample	Condition	Friable	Quantity
B46	UFF WITH GLOBE AND MASTIC	11	SUITE 14 SCATTERED BERRIS	POOR	NO	~1,400 LB
B47	↓	11	↓	↓	↓	↓
B48	↓	11	↓	↓	↓	↓
B49	BEIGE 12x12 UFT W/ YELLOW GLOBE	14	SUITE 16 OFFICES	GOOD	NO	~1,000 LB
B50	↓	14	↓	↓	↓	↓
B51	↓	14	↓	↓	↓	↓
B52	BEIGE 12x12 UFT W/ MASTIC	15	SUITE 16 MRI ROOM	FAIR	NO	~1,400 LB
B53	↓	15	SUITE 16 MRI ELECTRICAL ROOM	↓	↓	↓
B54	UFF WITH GLOBE AND MASTIC	11	CORRIDOR BY STE 9 UNDER CARPET	POOR	NO	~3,000 LB
B55	↓	11	JANITORS OFFICE UNDER CARPET	↓	↓	↓
B56	↓	11	CORRIDOR BY SUITE 20 UNDER CARPET	↓	↓	↓
B57	WHITE 12x12 UFT W/ GLOBE	16	MIDDLE OFFICE	GOOD	NO	~200 LB
B58	↓	16	NETWORK ROOM	GOOD	NO	~80 LB
B59	BLUE 4" VINYL BASE COVE W/ GLOBE	17	INTERIOR WALLS AT BASE - SUITE 4 - TR 3	GOOD	NO	~1,000 LB
B60	↓	17	↓ - SUITE 4 - TR 4	↓	↓	↓
CONDITION CODE		FRIABLE CODE		HOMOGENEOUS CODE		QUANTITY CODE
G= GOOD	F= FAIR	P= POOR	Y= YES	N= NO	HA= HOMOGENEOUS MATERIAL	SF= Square Ft. LF= LINEAR Ft.
INSPECTION COMMENTS:		VBC = VINYL BASE COVE				
Relinquished By:				Date & Time		
				10-27-22 @ 4:45 PM		
Received By:				Date & Time		

Clark Seif Clark



CLARK SEIF CLARK, INC.  
HEALTH & SAFETY • ENGINEERING • ENVIRONMENTAL

042227413

Requested Turn around time

5 DAYS

Chain of Custody Form- Bulk Sampling

CSC Job #	Sampling By	Date Taken	# Samples	Page #	Total Pages		
1031500	Christian Goerrissen	10/24/22	135+LAYERS	5	of	9	
Job Name & Location		Customer Id. No.:					
Winnetka Offices		(1006444)					
7111 Winnetka Avenue		2022 OCT 31 AM 9:53					
Canoga Park, CA							
Sample Analysis:	PLM - Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy			Lab Submitted to: EMTSL			
ID #	Material Description	HM	Location of Sample	Condition	Friable	Quantity	
B61	BLUE 4" VBC WITH GLUE	17	INTERIOR WALLS AT BASE - N. JANITORS ROOM	GOOD	NO	1,000 LB	
B62	BLACK 4" VBC WITH GLUE	17	- CORRIDOR BY SE ENTRY				
B63		17	- CORRIDOR BY STE 8				
B64		17	- CORRIDOR BY STE 9				
B65		17	- CORRIDOR BY STE 14				
B66	TAN 4" VBC WITH GLUE	17	- SUITE 16 RECEPTION				
B67		17	- SUITE 16 OFFICES				
B68		17	- NETWORK ROOM				
B69	WHITE 4" VBC WITH GLUE	18	- SUITE 20 BATHROOM	GOOD	Y/N	10 LB	
B70	DRYWALL SYSTEM	19	INTERIOR WALLS - EAST LOBBY	GOOD	NO	110,000 LB	
B71		19	- SOUTH LOBBY				
B72		19	- S. LOBBY CEILING				
B73		19	- CORRIDOR BY STE 16				
B74		19	- S. E-W CORRIDOR				
B75		19	- SUITE 3. ROOM 4				
CONDITION CODE		FRIABLE CODE		HOMOGENEOUS CODE		QUANTITY CODE	
G= GOOD	F= FAIR	P= POOR	Y= YES	N= NO	HA= HOMOGENEOUS MATERIAL	SF= Square Ft.	LF= LINEAR Ft.
INSPECTION COMMENTS:		DRYWALL SYSTEM = SKIN COAT / MUD, DRYWALL					
Relinquished By:				Date & Time			
				10-27-22 @ 4:45 PM			
Received By:				Date & Time			

Clark Seif Clark



CLARK SEIF CLARK, INC.  
HEALTH & SAFETY • ENGINEERING • ENVIRONMENTAL

04227413

Requested Turn around time

5 DAYS

### Chain of Custody Form- Bulk Sampling

CSC Job #	Sampling By	Date Taken	# Samples	Page #	Total Pages		
1031500	Christian Goerrissen	10/24/22	135 + LAYERS	6	of	9	
Job Name & Location			Customer Id No.:				
Winnetka Offices			CINNAMON H.J. (1006444)				
7111 Winnetka Avenue			2022 OCT 31 AM 9:53				
Canoga Park, CA							
Sample Analysis:	PLM – Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy			Lab Submitted to:			
				ETISL			
ID #	Material Description	HM	Location of Sample	Condition	Friable	Quantity	
711 B76	DRYWALL SYSTEM	19	INTERIOR WALLS - SUITE 4 EXAM RM 1	GOOD	NO	110.000 LB	
B77		19	- SUITE 8 RECEPTION				
B78		19	- SUITE 14 LOBBY				
B79		19	- SUITE 16 OFFICE				
B80		19	- ROOM 19				
B81	DRYWALL SYSTEM	19	INTERIOR WALLS - GO-GREET OFFICE	GOOD	NO	110.000 LB	
B82		19	- SUITE 20 RECEPTION				
B83		19	- ROOM 20				
B84		19	- NETWORK ROOM				
B85	DRYWALL SYSTEM (CEILING)	20	HARD LTD CEILING & COLUMNS ABOVE DROP CEILING - 114	GOOD	NO	25.000 LB	
B86		20	- CENTER				
B87		20	- AT SUITE 14				
B88		20	- SW AT SUITE 4				
B89	WALL PANEL ADHESIVE	21	SUITE 1 PRIVATE - IT OFFICE E-WALL (WOOD PANEL)	GOOD	NO	120 LB	
B90		21					
CONDITION CODE		FRIABLE CODE		HOMOGENEOUS CODE		QUANTITY CODE	
G= GOOD D	F= FAIR	P= POOR	Y= YES	N= NO	HA= HOMOGENEOUS MATERIAL	SF= Square Ft.	LF= LINEAR Ft.
INSPECTION COMMENTS:							
Relinquished By:				Date & Time			
				10-27-22 @ 4:45 PM			
Received By:				Date & Time			

Clark Seif Clark



CLARK SEIF CLARK, INC.  
HEALTH & SAFETY • ENGINEERING • ENVIRONMENTAL

042227413

Requested Turn around time

5 DAYS

Chain of Custody Form- Bulk Sampling

CSC Job #	Sampling By	Date Taken	# Samples	Page #	Total Pages	
1031500	Christian Goerrissen	10/24/22	135 + LAYERS	7	of	9
Job Name & Location			Customer ID No.:			
Winnetka Offices			(1006444)			
7111 Winnetka Avenue			2022 OCT 31 AM 9:53			
Canoga Park, CA						
Sample Analysis:	PLM - Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy			Lab Submitted to: EITSL		
ID #	Material Description	HM	Location of Sample	Condition	Friable	Quantity
7111	WALL PANEL	21	SUITE 1 PRIVATE T.O. OFFICE	GOOD	NO	~100 lb
B91	ADHESIVE		E-WALL (WOOD PANEL)			
B92	2x4 LAM-111	22	INTERIOR CEILING	GOOD	YES	~20,000 lb
B92	CEILING PANELS		- MAIN LOBBY			
B93		22	- PHARMACY			
B94		22	- E-CORRIDOR			
B95		22	- SUITE 4			
B96		22	- SUITE 20			
B97		22	- SUITE 1			
B98		22	- SUITE 8			
B99	SPRAY APPLIED FIREPROOFING	23	I-BEAMS ABOVE DROP CEILING - NW	GOOD	YES	5,000 lb
B100		23	- CENTER			
B101		23	- AT SUITE 4			
B102		23	- TROOP 19			
B103		23	- SW AT SUITE 4			
B104	ASPHALT PAVING	24	PARKING LOTS	GOOD	NO	~10,000 lb
B105		24	- NORTH			
B105		24	- SOUTH			
CONDITION CODE		FRIABLE CODE	HOMOGENEOUS CODE	QUANTITY CODE		
G= GOOD	F= FAIR	P= POOR	Y= YES	N= NO	HA= HOMOGENEOUS MATERIAL	SF= Square Ft. LF= LINEAR Ft.
INSPECTION COMMENTS:						
Relinquished By:			Date & Time			
			10-27-22 @ 4:45 PM			
Received By:			Date & Time			

Clark Seif Clark



CLARK SEIF CLARK, INC.  
HEALTH & SAFETY • ENGINEERING • ENVIRONMENTAL

042227413

Requested Turn around time

5 DAYS

Chain of Custody Form- Bulk Sampling

CSC Job #	Sampling By	Date Taken	# Samples	Page #	Total Pages	
1031500	Christian Goerrissen	10/24/22	135 + layers	8	of	9
Job Name & Location			Customer Id No.:			
Winnetka Offices			(1006444)			
7111 Winnetka Avenue			2022 OCT 31 AM 9:53			
Canoga Park, CA						
Sample Analysis:	PLM – Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy			Lab Submitted to: ETSL		
ID #	Material Description	HM	Location of Sample	Condition	Friable	Quantity
7111 B106	ASPHALT PAVING	24	PARKING LOTS - SW	GOOD	NO	~10,000 lb
B107	↓	24	↓ - WEST	↓	↓	↓
B108	CONCRETE	25	NORTH SIDE DRAIN DITCH	GOOD	NO	~3,000 lb
B109	↓	25	EAST SIDE CUTS	↓	↓	↓
B110	↓	25	EAST WALKWAY	↓	↓	↓
B111	↓	25	SOUTH ENTRY PAVD	↓	↓	↓
B112	↓	25	WEST WALKWAY	↓	↓	↓
B113	EXTERIOR STUCCO SYSTEM	26	EXTERIOR WALLS - NORTH	GOOD	NO	~15,000 lb
B114	↓	26	↓ - CEILING AT N. ENTRY	↓	↓	↓
B115	↓	26	↓ - TIE	↓	↓	↓
B116	↓	26	↓ - SW	↓	↓	↓
B117	↓	26	↓ - WEST	↓	↓	↓
B118	STUCCO LATH PAPER	27	BEHIND STUCCO WALLS - SW CORNER	GOOD	YES	~15,000 lb
B119	WALL CAULK	28	AT BASE OF STUCCO WALLS - SW CORNER	GOOD	NO	~10 lb
B120	CMU WALL WITH MORTAR	29	NORTH PERIMETER WALL	GOOD	NO	~3,000 lb
CONDITION CODE		FRIABLE CODE		HOMOGENEOUS CODE		QUANTITY CODE
G= GOOD D	F= FAIR	P= POOR	Y= YES	N= NO	HA= HOMOGENEOUS MATERIAL	SF= Square Ft. LF= LINEAR Ft.
INSPECTION COMMENTS:		CMU = CONCRETE MASONRY UNIT				
Relinquished By:				Date & Time		
				10-27-22 @ 4:45 PM		
Received By:				Date & Time		

Clark Seif Clark

04/17/23

Requested Turn around time



CLARK SEIF CLARK, INC.  
HEALTH & SAFETY • ENGINEERING • ENVIRONMENTAL

Chain of Custody Form- Bulk Sampling

5 DAYS

CSC Job #	1031500	Sampling By	Christian Goerrissen	Date Taken	10/24/22	# Samples	135 + LAYERS	Page #	9	of	9	Total Pages	9
Job Name & Location		Customer Id No.: (1006444)											
Winnetka Offices		7111 Winnetka Avenue											
Canoga Park, CA		2022 OCT 31 AM 9:53											
Sample Analysis:	PLM - Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy						Lab Submitted to:		ETSL				
ID #	Material Description	HM	Location of Sample	Condition	Friable	Quantity							
B11	CMU WALL WITH MORTAR	29	WEST PERIMETER WALL	GOOD	NO	~3000#							
B12		29	WEST BY TRASH DUMPSTERS	✓	✓	✓							
B13	ROCK/TAR ROOF CORE	30	ROOF FIELD - NW	GOOD	NO	~22,000#							
B14		30	- CENTER	✓	✓	✓							
B15		30	- SE	✓	✓	✓							
B16		36	- W. OVERHANG	✓	✓	✓							
B17		30	- E. OVERHANG	✓	✓	✓							
B18	ROCKED ASPHALT ROOF CORE	31	NORTHEAST PATCH (OVER ROCK/TAR)	GOOD	NO	~2,000#							
B19		31	CENTER PATCH	✓	✓	✓							
B20		31	PAPASAT AT NORTH OVERHANG	✓	✓	✓							
B21		31	EDGE FLASHING AT SOUTH SIDE	✓	✓	✓							
B22	ROOF MASTIC	32	PENETRATIONS AND FLASHINGS - N FLASHING	FAIR	NO	~200#							
B23		32	- NW PENETRATION	✓	✓	✓							
B24		32	- E. PENETRATION	✓	✓	✓							
B25		32	- SE PENETRATION	✓	✓	✓							
CONDITION CODE		FRIABLE CODE		HOMOGENEOUS CODE		QUANTITY CODE							
G= GOOD	F= FAIR	P= POOR	Y= YES	N= NO	HA= HOMOGENEOUS MATERIAL		SF=	Square Ft.	LF=	LINEAR Ft.			
INSPECTION COMMENTS:													
Relinquished By:						Date & Time							
						10-27-22 @ 4:45 PM							
Received By:						Date & Time							

Clark Seif Clark

**Project Name: Winnetka Offices**  
**Project Location: 7111 Winnetka Avenue, Canoga Park CA**  
**CSC Project No.: 1031500**

**APPENDIX B**  
**XRF DATA SHEETS**





HEALTH &amp; SAFETY • ENGINEERING • ENVIRONMENTAL

## XRF LEAD-BASED PAINT AND LEAD-CONTAINING MATERIALS INSPECTION REPORT

Reading No	Site	Room	Side	Component	Substrate	Condition	Color	Results			
								Results	PbC	PbC Error	Units
1		SHUTTER CALIBRATION						4.03	0	cps	
2		NITON CALIBRATION - SRM 2574					GOLD	Positive	0.7	0.1 mg / cm ^2	
3		NITON CALIBRATION - SRM 2574					GOLD	Positive	0.8	0.1 mg / cm ^2	
4		NITON CALIBRATION - SRM 2574					GOLD	Positive	0.7	0.1 mg / cm ^2	
5	7111 Winnetka	LOBBY	C	WALL	DRYWALL	INTACT	WHITE	Negative	0	0.02 mg / cm ^2	
6	7111 Winnetka	LOBBY	C	FLOOR	CERAMIC	INTACT	BLACK	Negative	0	0.02 mg / cm ^2	
7	7111 Winnetka	LOBBY	D	WALL	DRYWALL	INTACT	RED	Negative	0	0.02 mg / cm ^2	
8	7111 Winnetka	BATHROOM	D	WALL	DRYWALL	INTACT	WHITE	Negative	0	0.02 mg / cm ^2	
9	7111 Winnetka	BATHROOM	C	DOOR	WOOD	INTACT	BLUE	Negative	0	0.02 mg / cm ^2	
10	7111 Winnetka	BATHROOM	C	DOOR	WOOD	INTACT	BLUE	Negative	0	0.02 mg / cm ^2	
11	7111 Winnetka	BATHROOM	B	WALL	DRYWALL	INTACT	WHITE	Negative	0	0.02 mg / cm ^2	
12	7111 Winnetka	RADIOLOGY	D	WALL	DRYWALL	INTACT	WHITE	Negative	0	0.02 mg / cm ^2	
13	7111 Winnetka	RADIOLOGY	B	WALL	DRYWALL	INTACT	WHITE	Negative	0	0.02 mg / cm ^2	
14	7111 Winnetka	SE BATHROOM		FLOOR	CERAMIC	INTACT	WHITE	Negative	0.01	0.02 mg / cm ^2	
15	7111 Winnetka	SE BATHROOM		SINK	PORCELAIN	INTACT	WHITE	Negative	0	0.03 mg / cm ^2	
16	7111 Winnetka	SE BATHROOM	A	WALL	DRYWALL	INTACT	WHITE	Negative	0	0.02 mg / cm ^2	
17	7111 Winnetka	NE ENTRY		FLOOR	CERAMIC	INTACT	BEIGE	Negative	0.05	0.06 mg / cm ^2	
18	7111 Winnetka	NE ENTRY	C	BASEBOARD	WOOD	INTACT	WHITE	Negative	0	0.02 mg / cm ^2	
19	7111 Winnetka	CENTER		FLOOR	CERAMIC	INTACT	BEIGE	Negative	0.02	0.02 mg / cm ^2	
20	7111 Winnetka	N BATH		FLOOR	CERAMIC	INTACT	BEIGE	Negative	0	0.04 mg / cm ^2	

Clark Seif Clark, INC.

PO Box 4299, Chatsworth, California 91313

Office 818 727-2553, Fax 818 727-2556, Web: csceng.com

Powered by BoardOnTrack



HEALTH &amp; SAFETY • ENGINEERING • ENVIRONMENTAL

## XRF LEAD-BASED PAINT AND LEAD-CONTAINING MATERIALS INSPECTION REPORT

Reading No	Site	Room	Side	Component	Substrate	Condition	Color	Results			
								Results	PbC	PbC Error	Units
21	7111 Winnetka	N BATH	A	WALL	DRYWALL	INTACT	WHITE	Negative	0	0.02	mg / cm ^2
<b>22</b>	<b>7111 Winnetka</b>	<b>STE 1 PVT</b>	<b>B</b>	<b>WALL</b>	<b>WOOD</b>	<b>INTACT</b>	<b>WHITE</b>	<b>Positive</b>	<b>42.9</b>	<b>25.1</b>	<b>mg / cm ^2</b>
23	7111 Winnetka	STE 1 PVT	B	WALL	WOOD	INTACT	WHITE	Negative	0	0.02	mg / cm ^2
24	7111 Winnetka	STE 1 PVT	B	COLUMN	METAL	INTACT	BROWN	Negative	0	0.04	mg / cm ^2
25	7111 Winnetka	STE 1 PVT	B	COLUMN	METAL	INTACT	BROWN	Negative	0.01	0.03	mg / cm ^2
26	7111 Winnetka	HALL	C	WINDOW	METAL	INTACT	BLUE	Negative	0	0.02	mg / cm ^2
27	7111 Winnetka	STE 20	D	WALL	DRYWALL	INTACT	BEIGE	Negative	0	0.02	mg / cm ^2
28	7111 Winnetka	STE 20	D	DOOR	WOOD	INTACT	WHITE	Negative	0	0.02	mg / cm ^2
29	7111 Winnetka	STE 20	D	DOOR	WOOD	INTACT	WHITE	Negative	0	0.02	mg / cm ^2
30	7111 Winnetka	STE 20	D	DOOR	WOOD	INTACT	BROWN	Negative	0	0.02	mg / cm ^2
31	7111 Winnetka	OUTSIDE	A	WALL	STUCCO	INTACT	WHITE	Negative	0	0.02	mg / cm ^2
32	7111 Winnetka	OUTSIDE	A	COLUMN	CERAMIC	INTACT	WHITE	Negative	0	0.02	mg / cm ^2
33	7111 Winnetka	OUTSIDE		FLOOR	CERAMIC	INTACT	BROWN	Negative	0	0.02	mg / cm ^2
34	7111 Winnetka	OUTSIDE	D	WALL	STUCCO	INTACT	WHITE	Negative	0	0.02	mg / cm ^2
35	7111 Winnetka	OUTSIDE	D	WALL	CERAMIC	INTACT	WHITE	Negative	0	0.02	mg / cm ^2
36	7111 Winnetka	OUTSIDE	D	WALL	CERAMIC	INTACT	WHITE	Negative	0.01	0.02	mg / cm ^2
37	7111 Winnetka	OUTSIDE	C	WALL	CMU	INTACT	WHITE	Negative	0	0.02	mg / cm ^2
38	7111 Winnetka	OUTSIDE	C	BOLLARD	CONCRETE	INTACT	YELLOW	Negative	0	0.02	mg / cm ^2
39	7111 Winnetka	OUTSIDE	A	STRIPING	CONCRETE	INTACT	WHITE	Negative	0	0.02	mg / cm ^2
40	7111 Winnetka	OUTSIDE	A	STRIPING	CONCRETE	INTACT	BLUE	Negative	0	0.02	mg / cm ^2

Clark Seif Clark, INC.

PO Box 4299, Chatsworth, California 91313

Office 818 727-2553, Fax 818 727-2556, Web: csceng.com

Powered by BoardOnTrack



HEALTH & SAFETY • ENGINEERING • ENVIRONMENTAL

**XRF LEAD-BASED PAINT AND LEAD-CONTAINING MATERIALS INSPECTION REPORT**

Reading No	Site	Room	Side	Component	Substrate	Condition	Color	Results			
								Results	PbC	PbC Error	Units
41		NITON CALIBRATION - SRM 2574					GOLD	Positive	0.8	0.1	mg / cm ^2
42		NITON CALIBRATION - SRM 2574					GOLD	Positive	0.7	0.1	mg / cm ^2
43		NITON CALIBRATION - SRM 2574					GOLD	Positive	0.8	0.1	mg / cm ^2

**Action Level is  $\geq 0.7$  mg/cm<sup>2</sup>**

**Inspection Comments:**

This XRF inspection was performed on October 25, 2021 with a Niton XLp300 series lead detector, serial no. 25374

Inspector signature

LRC-00006856

CDPH Certification

October 25, 2022

Date

**Project Name: Winnetka Offices**  
**Project Location: 7111 Winnetka Avenue, Canoga Park CA**  
**CSC Project No.: 1031500**

**APPENDIX C**  
**SITE PHOTOGRAPHS**

**Project Name: Winnetka Offices**  
**Project Location: 7111 Winnetka Avenue, Canoga Park CA**  
**CSC Project No.: 1031500**



Photo 1: East elevation



Photo 2: North elevation



Photo 3: West elevation



Photo 4: Asphalt paving on the east parking lot

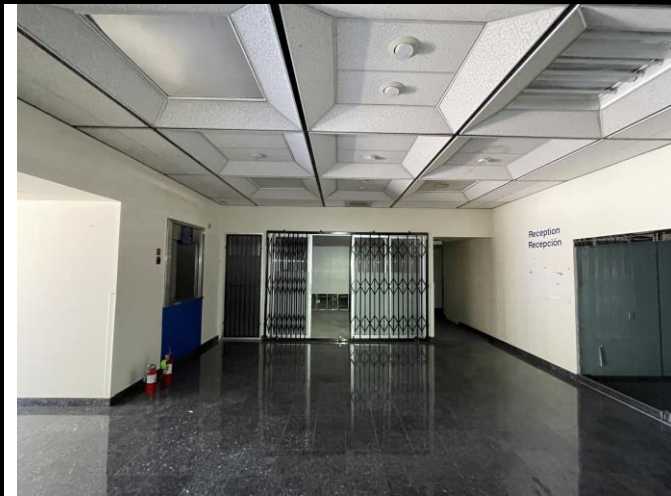


Photo 5: Main lobby at the east entrance



Photo 6: South entrance lobby

PO Box 4299, Chatsworth, CA 91313 \* TEL 818-727-2553 \* FAX 818-727-2556  
csc@csceng.com - www.csceng.com

**Project Name: Winnetka Offices**  
**Project Location: 7111 Winnetka Avenue, Canoga Park CA**  
**CSC Project No.: 1031500**



Photo 7: Typical interior corridor



Photo 8: Yellow carpet glur



Photo 9: Gray terrazzo print vinyl sheet flooring



Photo 10: Blue gray terrazzo print vinyl sheet flooring



Photo 11: ACM flooring under laminate



Photo 12: ACM flooring under sheet vinyl

**Project Name: Winnetka Offices**  
**Project Location: 7111 Winnetka Avenue, Canoga Park CA**  
**CSC Project No.: 1031500**



Photo 13: ACM flooring



Photo 14: Suite 14 with flooring removed, ACM mastic on slab



Photo 15: Non-ACM fireproofing on I-Beams above drop ceiling



Photo 16: Non-ACM pipe insulation above drop ceiling



Photo 17: Roof field



Photo 18: ACM roof mastic at the penetrations and flashings

**Project Name: Winnetka Offices**  
**Project Location: 7111 Winnetka Avenue, Canoga Park CA**  
**CSC Project No.: 1031500**

**APPENDIX D**  
**SITE SKETCH**





21732 Devonshire St. Suite B  
 Chatsworth, CA 91311  
 P.O. Box 4299  
 Chatsworth, CA 91313  
 Tel: 818-727-2553  
 Fax: 818-727-2556

CSC Project No.: 1031500

Project Title:  
 Winnetka Offices  
 7111 Winnetka Avenue  
 Canoga Park, CA

Prepared for:  
 Magnolia Public Schools  
 250 East 1<sup>st</sup> Street, Suite 1500  
 Los Angeles, CA 90012

**NOTES**

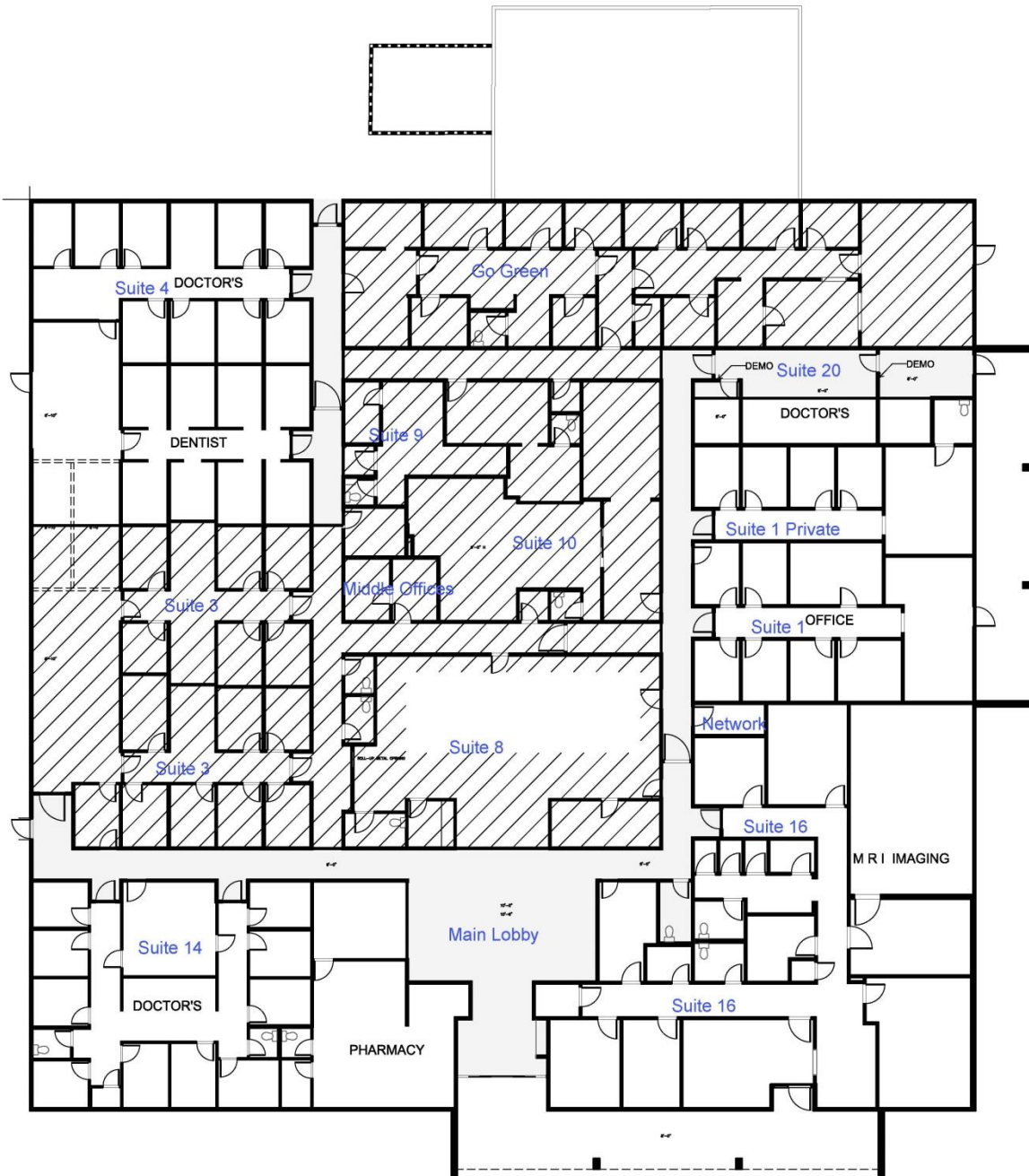
Refer to the survey report for locations and quantities of asbestos containing materials and lead-containing materials.

\*\*\*Contractor must verify all quantities before bidding\*\*\*

Title: Building: Winnetka Offices

Scale: NTS

Drawing Number:  
 HAZ-1



**Project Name: Winnetka Offices**  
**Project Location: 7111 Winnetka Avenue, Canoga Park CA**  
**CSC Project No.: 1031500**

**APPENDIX E**

**ACCREDITATIONS AND CERTIFICATIONS**

**Division of Occupational Safety and Health**

**Certified Asbestos Consultant**

**Christian Goerrissen**

Name



Certification No. **00-2840**

Expires on **01/05/23**

This certification was issued by the Division of Occupational Safety and Health as authorized by Sections 7180 et seq. of the Business and Professions Code.



STATE OF CALIFORNIA  
DEPARTMENT OF PUBLIC HEALTH



# LEAD-RELATED CONSTRUCTION CERTIFICATE

INDIVIDUAL:	CERTIFICATE TYPE:	NUMBER:	EXPIRATION DATE:
	Lead Inspector/Assessor	LRC-00000162	5/14/2023
	Lead Project Monitor	LRC-00000161	5/14/2023

**Christian Goerissen**

Disclaimer: This document alone should not be relied upon to confirm certification status. Compare the individual's photo and name to another valid form of government issued photo identification. Verify the individual's certification status by searching for Lead-Related Construction Professionals at [www.cdph.ca.gov/programs/clppb](http://www.cdph.ca.gov/programs/clppb) or calling (800) 597-LEAD

State of California  
Division of Occupational Safety and Health  
**Certified Asbestos Consultant**

**Devon H Charnley**

Name

Certification No. **11-6982**

Expires on **01/21/23**

This certification was issued by the Division of Occupational Safety and Health as authorized by Sections 7180 et seq. of the Business and Professions Code.





STATE OF CALIFORNIA  
DEPARTMENT OF PUBLIC HEALTH



# LEAD-RELATED CONSTRUCTION CERTIFICATE

**INDIVIDUAL:**



**Devon Charnley**

**CERTIFICATE TYPE:**

Lead Sampling Technician

Lead Project Monitor

**NUMBER:**

LRC-00006856

LRC-00010248

**EXPIRATION DATE:**

8/13/2023

7/19/2023

Disclaimer: This document alone should not be relied upon to confirm certification status. Compare the individual's photo and name to another valid form of government issued photo identification. Verify the individual's certification status by searching for Lead-Related Construction Professionals at [www.cdph.ca.gov/programs/clpph](http://www.cdph.ca.gov/programs/clpph) or calling (800) 597-LEAD



## *EXHIBIT B*

### *Interior Demolition RFP Response*



*Corporate Office  
2621 Honolulu Avenue  
Montrose, CA 91020  
www.interiordemolition.net*

## REVISED PROPOSAL

March 13, 2023

Between the Owner: **Magnolia Public Schools  
250 east 1st Street  
Los Angeles, California 90012**

And the Contractor: **Interior Demolition, Inc.  
23508 Pine St.  
Newhall, California 91321  
United States  
CSLB# 603409  
818.249.4932  
Estimator: Marco Molina  
Cell 818.262.1611  
DIR# 1000004790  
DBE, MBE, SBE CERTIFIED**

For the Project: **Abatement & Building and Site Demolition at 7111  
Winnetka Ave. Winnetka, CA 91306**

### Scope of work:

The general scope of work is (1) the abatement of the asbestos and lead based paint and (2) the demolition of the existing one story structure and site asphalt on the site as indicated on the attached Alta survey and detailed within the scope of work. The site address is 7111 Winnetka Ave, Winnetka CA 91306. The successful respondent(s) shall be responsible for the following:

- Obtain all permits as required by State, County and Local Authorities.
- All soil erosion and sedimentation control measures as required including maintenance of such.
- All utility shutdowns and disconnections, including scheduling and coordination with utility companies, including demolition and capping of utilities at right of way for future use. This includes but is not restricted to electric, natural gas, water, storm, sanitary, phone, cable and fiber optic. All utility company fees for disconnections will be paid by the Owner.
- Lead and Asbestos Abatement per the LBP & ABM report.
- All Investigations and Assessments needed to develop a suitable abatement and demolition plan.
- Complete demolition of the structure on the property, including but not restricted to all below grade footings, foundations, slabs, piping, wiring and ductwork.
- Backfill of all excavated and/or demolished areas with compacted fill material.



- Coordination with all Owner’s Consultants and Contractors.
- The selected firm shall provide temporary facilities, services, barriers, pollution controls, prevention of wind-blown debris leaving the site, enclosures, and removal and legal disposal of all demolition and construction debris as required by local, state, and federal codes. This includes securing the site during demolition, and until construction activity begins, with a temporary fence around the demolition areas.
- All demolition work must adhere to all municipal demolition regulations. It is the responsibility of the demolition contractor to verify these regulations and to adhere to them at all times.
- The existing one-story wood frame building is approximately 21,000 square feet and was constructed in 1979.
- The demolition plan will need to be submitted and approved by the City of Los Angeles Department of Building and Safety. Securing a demolition permit, and all other necessary municipal approvals, will be the responsibility of the selected firm.

**WORK TO BE DONE:** GENERAL PREVAILING WAGE DETERMINATION MADE BY THE DIRECTOR OF INDUSTRIAL RELATIONS PURSUANT TO CALIFORNIA LABOR CODE PART 7, CHAPTER 1, ARTICLE 2, SECTIONS 1770, 1773 AND 1773.1 FOR COMMERCIAL BUILDINGS, HIGHWAY, HEAVY CONSTRUCTION AND DREDGING PROJECTS

**Exclusions:**

The following are Excluded Unless specifically noted in the scope of work section above. If required they must be provided by others. Any delays due to necessary excluded items completed will result in extra charges.

Bonds, Deposits, Traffic control, Sanitation Facilities Water meter, Construction water, franchised Disposal or Mandated Recycling, Construction fencing, SWPPP, Canopies, Barricades, Protection, Shoring, Bracing, Lagging, Underpinning, Scaffolding, Site security, Engineering, staking, Earthwork, Grading, Backfill & Compaction, Dewatering, Tree root chasing, Filling of Cesspools, well capping, Testing, Salvage for others, Preparation, Petro-Mat, Pilings, Grade Beams, Aggregate base, Soil, Sand, Unforeseen conditions, off-site work, Temporary services. No new construction.

**TOTAL BASE PRICE: \$309,424.52**

**PAYMENT TERMS:**

Payment terms as follows: Payment shall be completed 30 to 45 days after the completion of work at each individual property.

**Project Totals:**

Name	Total Cost
<b>Demolition</b>	
Demolition	
Building	<b>\$150,718.02</b>

Concrete	\$63,901.50
Wall	\$5,410.00
Trees	\$1,400.00
Planter	\$2,525.00
Erosion Control	\$3,000.00
Permits	\$3,000.00
<b>Demolition Subtotal:</b>	<b>\$229,954.52</b>

<b>Abatement</b>	
Abatement	
Asbestos Abatement	\$79,470.00
<b>Abatement Subtotal:</b>	<b>\$79,470.00</b>
<b>Grand Total</b>	<b>\$309,424.52</b>

**TERMS AND CONDITIONS:**

In the event of litigation between the parties arising out of this Agreement, the prevailing party shall be entitled to recover its reasonable attorney’s fees and litigation expenses incurred in addition to whatever relief to which it may be entitled. Attorney’s fees and litigation expenses shall include without limitation, costs of preparation and discovery and retaining expert witnesses, and such fees and expenses shall be payable whether or not the litigation proceeds to final judgment. This proposal /agreement is valid for 90 days. \*\*Price subject to change upon increasing prices of materials and/or expenses required to complete the job.

**Acceptance of Agreement**

\_\_\_\_\_  
Contractor Signature

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Name and Title

## Coversheet

### Approval of Acceptance of Title Transfer to 7111 Winnetka Ave from MPM Sherman Winnetka LLC

**Section:** IV. Action Items  
**Item:** D. Approval of Acceptance of Title Transfer to 7111 Winnetka Ave from  
MPM Sherman Winnetka LLC  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** IV\_D\_7111 Winnetka Street Title Transfer.pdf



Agenda Item:	IV D: Action Item
Date:	May 18, 2023
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools (" <b>MPS</b> ") Board of Directors (the " <b>Board</b> ")
From:	MPS Audit & Facilities Committee
Staff Lead(s):	Patrick Ontiveros, General Counsel & Director of Facilities Mustafa Sahin, Project Manager
RE:	Approval of Purchase by MPS of the Property at 7111 Winnetka Street from MPM Sherman Winnetka LLC for the Benefit of Magnolia Science Academy—5 (" <b>MSA-5</b> ") Using Proceeds from the Charter School Facility Program Award

1. **Action Proposed:**

Staff moves for the Board to approve the purchase by Magnolia Public Schools of title to the property located at 7111 Winnetka Ave (the "**Property**") from MPM Sherman Winnetka LLC ("**MPM LLC**") for the benefit of Magnolia Science Academy-5 ("**MSA- 5**") using the proceeds from MSA-5's award under the Charter School Facilities Program upon receipt of the advanced release of site acquisition funds.

2. **Purpose:**

The purpose of this proposed action is to approve the purchase by MPS from MPM LLC of the Property in order to allow MPS to use the proceeds of a Charter School Facilities Program ("**CSFP**") award from the Office of Public School Construction ("**OPSC**") to build a new campus at the Property for the benefit of and occupancy by MSA-5.

3. **Background:**

***Acquisition of Winnetka Ave Property***

At its December 19, 2021 meeting, the MPS Board approved MPS signing a purchase and sale agreement ("**PSA**") for the purchase of the 7111 Winnetka Ave Property and making a good faith, refundable, escrow deposit of Two Hundred Thousand Dollars (\$200,000). Escrow for the purchase and sale of the Property was opened on December 22, 2021. MPS exercised all three (3) of its options to extend the contingency period and deposited an additional One Hundred Fifty Thousand Dollars. At its June 16, 2022 meeting the Board approved the waiver of the contingencies. At the June 16th meeting the Board also approved a loan from CLI Capital to fund the acquisition of the Property.

MPS assigned to MPM Sherman Winnetka LLC ("**Winnetka LLC**") the right to acquire and take title to the Property with a loan from CLI Capital. Winnetka Ave LLC is a subsidiary of Magnolia Properties Management, Inc., a 501(c)(3) support corporation. Concurrent with the foregoing



assignment, MPS entered into a lease for the Property with Winnetka Ave LLC. Escrow on the Property closed on October 21, 2022.

### ***CSFP Award***

MPS Staff applied for funding to the OPSC's CSFP program during the application period held from May 2, 2022 to June 3, 2022. CSFP provides funding to charter schools for new school facilities. On October 26, 2022, the State Allocation Board ("**SAB**") approved a preliminary apportionment in the amount of \$50,832,332. At its April 26, 2023 meeting the SAB approved advanced site acquisition funds and design funds in the total amount of \$13,832,733.20. See attached Exhibit A. The CSFP award will be used to construct a new campus for MSA-5 which is currently co-located with MSA-1 on MSA-1's campus.

#### **4. Analysis & Impact:**

MPS will use the proceeds from an advanced release of site acquisition funds in order to purchase the property from MPM LLC. MPS must hold title to the Property in order to use the full CSFP award to build a new campus for MSA-5.

#### **5. Budget Implications:**

The purchase of the Property by MPS from MPM LLC will be completed with the proceeds an advanced release of site acquisition funds, constituting a portion of the CSFP award. Therefore, there should be no impact on MSA-5's budget.

#### **6. Committee Recommendation(s):**

MPS Audit & Facilities convened for their meeting on Wednesday, May 10th and moved to approve this item for full Board approval.

#### **7. Exhibits:**

Exhibit A	Notification from OPSC of Approval of Advance Design and Site Acquisition Funds
-----------	---



## *EXHIBIT A*

# *OPSC Notification of Approval of Advance Site Acquisition and Design Funds*

May 4, 2023

Mr. Mustafa Sahin  
Project Manager  
Magnolia Educational & Research Foundation  
250 E. 1<sup>st</sup> Street, Suite 1500  
Los Angeles, CA 90012

**RE: Notice of Priority Funding Apportionment**

Dear Mr. Sahin:

Congratulations! Magnolia Science Academy 5's new construction project, Office of Public School Construction (OPSC) Application Number 54/64733-00-104, received School Facility Program (SFP) Priority Funding Apportionments for design and site advances on **April 26, 2023**. Your approved items are enclosed.

**Requirements for Requesting Advance Design and Site Funds**

Provisions of receiving Priority Funding Apportionments for design and site advances stipulate that the Applicant must certify that it has already provided, or will provide, its funding share for the projects, has a current financial soundness determination by the California School Finance Authority and has entered into the Charter School Agreements. A *Fund Release Authorization* (Form SAB 50- 05) is used for this purpose.

**Additional requirements must also be met to request site advance funding and because the Charter School will be holding title to the site.** To assist the Applicant with submitting a complete and valid Form SAB 50-05 with supporting documentation, a checklist with these requirements has been enclosed with this letter.

**Deadline to Submit Form SAB 50-05**

A complete, valid Form SAB 50-05 for the design advance must be received by OPSC no later than **11:59 p.m. on July 25, 2023**. A complete, valid Form SAB 50-05 for the site advance must be received by OPSC no later than **11:59 p.m. on October 23, 2023**. If the Forms SAB 50-05 are not received by **11:59 p.m. on July 25, 2023 for the design advance and 11:59 p.m. on October 23, for the site advance**, the Apportionments will be rescinded without further Board action. The advances will receive new unfunded approval dates of July 25, 2023, for the design advance and October 23, 2023, for the site advance, pursuant to SFP Regulation Section 1859.90.3. For additional information on priority funding, please refer to the [Procedures for School Facility Program Funding](#) under the Resources tab on the OPSC website.

Mr. Mustafa Sahin

-2-

May 4, 2023

**Submitting the Form SAB 50-05**

Please note that for most projects, the Form SAB 50-05 may be submitted electronically via OPSC Online. You may visit our website at <https://www.dgs.ca.gov/OPSC/Resources/Page-Content/Office-of-Public-School-Construction-Resources-List-Folder/Online-Application-Links> for more information on accessing and using OPSC Online. For additional guidance on submitting the Form SAB 50-05 using OPSC Online, the Applicant can view OPSC's Virtual Training Presentation on Fund Release Authorizations on our YouTube page: <https://www.youtube.com/watch?v=ziJAo1xYXsQ>

The Form SAB 50-05 may also be submitted via email to: [OPSCFundRelease@dgs.ca.gov](mailto:OPSCFundRelease@dgs.ca.gov) and [OPSCApplicationReviewTeam@dgs.ca.gov](mailto:OPSCApplicationReviewTeam@dgs.ca.gov). If submitted via email, the Form may be accessed on the OPSC website at [www.dgs.ca.gov/OPSC](http://www.dgs.ca.gov/OPSC) under the Forms tab.

**Grant Agreement**

In addition, the Applicant must also submit a signed Grant Agreement for each advance type prior to or concurrently with the Form(s) SAB 50-05. Grant agreement(s) were created and emailed to the Applicant when the Preliminary Apportionment(s) was approved in October 2022. If the Grant Agreement(s) were not received, please contact me. Grant Agreements should be emailed to [OPSCGrantAgreements@dgs.ca.gov](mailto:OPSCGrantAgreements@dgs.ca.gov).

Should you have any questions concerning this matter or need additional information, you may contact me at [Erin.Cunneen@dgs.ca.gov](mailto:Erin.Cunneen@dgs.ca.gov) or (279) 946-8440, or my supervisor at [Kevin.Fok@dgs.ca.gov](mailto:Kevin.Fok@dgs.ca.gov) or (279) 946-8456.

Sincerely,

*Electronically signed May 4, 2023.*

ERIN CUNNEEN

Analyst, Charter School Facilities Program  
Office of Public School Construction

Enclosure

cc: Patrick Ontiveros, Charter School Staff  
Kevin Fok, OPSC Program Services Supervisor  
File: Correspondence – 54/64733-00-104



SAB Meeting:

April 26, 2023

Charter School Facilities Program  
New Construction - Preliminary Apportionment

**APPLICANT DATA**

<b>Applicant:</b>	Magnolia Science Academy 5	<b>PTN:</b>	10199-45
<b>Application No:</b>	54/64733-00-104	<b>County:</b>	Los Angeles
<b>School Name:</b>	Magnolia Science Academy 5	<b>District:</b>	Los Angeles Unified
		<b>Filing Basis:</b>	District Wide

**HISTORY OF PROJECT FUNDING**

	Fund Code	Proposition	Previously Authorized	Authorized This Action	State Apportionment This Action
<b>State Share</b>					
CSFP Grant	957-540	1D	\$ 25,416,166.00	\$ (6,916,366.60)	
CSFP Grant	057-540	1D		6,916,366.60	\$ 6,916,366.60
<b>Applicant Share</b>					
CSFA Lease Amount	951-544	51	25,416,166.00	(6,916,366.60)	
CSFA Lease Amount	051-544	51		6,916,366.60	6,916,366.60
<b>Total</b>			<b>\$ 50,832,332.00</b>	<b>\$ 0.00</b>	<b>\$ 13,832,733.20</b>
<b>Funding Sources: Proposition 1D Bonds/2006-Nov.; Proposition 51 Bonds/2016-Nov.</b>					

**APPLICATION DATA**

<b>Type of Project:</b>	High School
<b>Pupils Assigned:</b>	K-6 75 7-8 135 9-12 243
<b>Number of Classrooms:</b>	17
<b>Addition to an Existing Site:</b>	No
<b>Recommended Acres:</b>	23.2
<b>Master Plan Acres</b>	
<b>Proposed Acres:</b>	1.74
<b>Existing Acres:</b>	

**PROGRAM GRANT DATA**

<b>Base Grant</b>	\$ 8,067,060.00
<b>Multilevel Construction (17 CRs)</b>	\$ 968,047.00
<b>Site Acquisition</b>	\$ 4,750,000.00
<b>2 Percent</b>	\$ 190,000.00
<b>DTSC</b>	\$ 712,500.00
<b>Site Development</b>	\$ 121,800.00
<b>General Site</b>	\$ 380,232.00
<b>Urban Security</b>	\$ 6,148,310.00
<b>Inflator Factor</b>	\$ 4,078,217.00
<b>Total State Share (50%)</b>	\$ 25,416,166.00
<b>Applicant Share (50%)</b>	\$ 25,416,166.00
<b>Total Project Cost</b>	\$ 50,832,332.00

**STIPULATED TERMS & NEXT STEPS**

Pursuant to the Board’s action on April 26, 2023, the Applicant is required to submit a complete Fund Release Authorization (Form SAB 50-05) on or before July 25, 2023 for the design advance and October 23, 2023 for the site advance; otherwise, the apportionment will be rescinded without further Board action and will receive a new Unfunded Approval date of July 25, 2023 for the design advance and October 23, 2023 for the site advance.

The Form SAB 50-05 must be signed by the designated Applicant Representative and must be received by the Office of Public School Construction prior to 11:59 p.m. on July 25, 2023 for the design advance and October 23, 2023 for the site advance. The form may be submitted electronically via OPSC Online or via email to OPSCApplicationReviewTeam@dgs.ca.gov. OPSC will continue to accept hard copy versions that are mailed or hand delivered to the Office of Public School Construction at 707 Third Street, 4th Floor, West Sacramento, CA 95605.

The Applicant shall ensure that it is in compliance with all applicable laws, regulations and certifications it made on the program forms.

The Applicant is required to submit a signed Grant Agreement pursuant to School Facility Program Regulation Section 1859.90.4 for the project prior to or concurrent with a request for the release of funds.

The Applicant is responsible for ensuring that the project is compliant with Prevailing Wage Monitoring and/or Labor Compliance Program requirements at the time construction contracts are executed and/or construction commenced.

The above Charter School Grant is a maximum reservation of funding for each of the construction and site acquisition amounts (50 percent State share amount) and is not intended to reflect the actual project costs at the time the project is converted to a Final Charter School Apportionment (FCSA). The FCSA shall be based on SAB regulation allowances established at the time the project is converted and shall not exceed the maximum amounts in each category.

The Applicant is receiving \$3,952,733.20 in advance funding for design costs and \$9,880,000.00 in advance funding for site costs.

May 4, 2023

Mr. Mustafa Sahin  
Project Manager  
Magnolia Educational & Research Foundation  
250 E. 1<sup>st</sup> Street, Suite 1500  
Los Angeles, CA 90012

**RE: Notice of Priority Funding Apportionment**

Dear Mr. Sahin:

The Office of Public School Construction (OPSC) is pleased to inform you that the State Allocation Board, at its April 26, 2023 meeting, approved the Charter School's request to hold title to the project facilities at the Magnolia Science Academy 5 site, OPSC Application Number 54/64733-00-104.

Please keep in mind that additional security provisions are required when a charter school holds title, as set forth in EC Section 17078.63(a)(3)(B). These provisions include the following:

- A lien on the property on behalf of the Board
- A restrictive covenant specifying that the facilities be used only for public school purposes
- A remainder interest reverting to the school district in which the facilities are physically located or the Board in the event the district disclaims the interest

The Charter will need to work closely with the OPSC to ensure that these provisions are met.

We look forward to working with you as you move forward with this project. Should you have any questions concerning this matter or need additional information, you may contact me at Erin Cunneen@dgs.ca.gov or (279) 946-8440, or my supervisor at Kevin.Fok@dgs.ca.gov or (279) 946-8456.

Sincerely,

*Electronically signed May 4, 2023.*

ERIN CUNNEEN  
Analyst, Charter School Facilities Program Office  
of Public School Construction

Enclosure

cc: Patrick Ontiveros, Charter School Staff  
Kevin Fok, OPSC Program Services Supervisor  
File: Correspondence – 54/64733-00-104