

Agenda Item:	IV C: Action Item
Date:	September 14, 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 Garner: Campus Director and Principal Irene Gavrilof: Principal
RE:	Approval of MSA-2 Administration Plan for 2023-2025

1. Action Proposed:

I move the Board approve the revised MSA-2 Administration Plan and Organizational Chart for 2023-2025.

2. Purpose:

In order to effectively meet the academic needs of our students and provide instructional support for our teachers, a new MSA-2 Administration plan and org chart has been developed. As of 9/7/23, MSA-2 has not been able to hire a Dean of Academics position which is currently vacant, and as such, the school would like to encourage addition qualified applicants to apply for the position with the increased position points for the Assistant Principal from the Dean of Academics, as well as the increased title offering. MSA-2 would like to have one Assistant Principal be an Academic Assistant Principal and the other one to be a Student Services AP. As such, MSA-2 would no longer have a Dean of Students position.

Another reason for this request is that MSA-2 currently does not have a secure facility plan for the 2024-25 school year since LAUSD has expressed that MSA-2 will have to apply for Prop 39 facility offerings for the next school year and MSA-2’s current long-term Facility Usage Agreement lease from LAUSD which it has been utilizing for its entire duration of being co-located with Birmingham CCHS. In this process, MSA-2 may be required to operate from multiple locations during the 2024-25 school year which LAUSD often offers charter schools in similar circumstances.

The goals and purpose are as follows:

- This model will allow us to take more of a proactive approach rather than a reactive approach to meeting the needs of the students, staff, and parents.
- This model will help provide stability amongst staff, students and families to prepare for the possibility of LAUSD offering two Prop 39 facilities to MSA-2 with MSA-2’s current long-term Facility Usage Agreement with LAUSD expiring at the end of 2023-24 Academic Year.
- This model of increased stability to be prepared to sustain operation in two sites will help many students and families overcome their vulnerability to disenroll from MSA-2 due to the perceived instability of two sites which will help overcome potential detrimental impact to revenue and budget which could otherwise impact the affordability of MSA-2’s new site construction project

- Including one principal and one Assistant Principal per site in 2024-25 allows the Assistant Principal to best support both academics and students services needs at each site better than the Dean model which does not allow for one Dean to serve for both academic and student services support
- Beginning the two Assistant Principal admin structure during 2023-24 provides increased stability and planning needed to retain students, staff, families during unknown facility transition period.

3. **Background:**

MSA-2 is requesting to be considered by the Board for approval to convert the 2 Dean positions into Assistant Principal positions for the current academic year. The proposal was presented by Site Director and Principal David Garner as well as Co-Principal Irene Gavrilof to the C-Team on September 5th 2023. The proposal was approved.

Challenge with LAUSD Prop 39 Facilities policy and request for the upcoming years

LAUSD Board Member Resolution Referred to Committee of the Whole: Creating a Charter Schools Co-Location Policy to Mitigate Impacts

Excerpt from the draft resolution:

*“Resolved, That the Superintendent shall report back to the Committee of the Whole in 45 days with a Proposition 39 Charter Schools Co-Location Policy (Policy) recommended for adoption by the Governing Board of the Los Angeles Unified School District;
Resolved further, That the Policy, as operationally feasible and permitted by law, shall enumerate clear guidelines that avoid Proposition 39 co-locations that: (1) are on school sites with the District’s 100 Priority Schools, BSAP schools, and Community Schools, (2) compromise District schools’ capacity to serve neighborhood children, and/or (3) result in grade span arrangements that negatively impacts student safety and build charter school pipelines that actively deter students from attending District schools, all so that the District can focus on supporting its most fragile students and schools, key programs, and student safety.”*

When MSA-2 previously applied for Prop 39 facilities during the 2022-23 school year, LAUSD offered MSA-2 Birmingham CCHS & Sepulveda MS for 2022-23 AY. Sepulveda MS is located 6.8 miles from MSA-2 - 18 minutes by car, 55 minutes by bus. MSA-2 Request of LAUSD

4. **Analysis:**

Under the Assistant Principal model, MSA-2 has the best chance of being prepared for a likely 2 school-site model in the 2024-25 school year in which an AP will be best suited to serve both campuses to support both student services and academic needs. Further this plan will allow increased stability during the uncertain transition time with LAUSD’s facility to help retain the highest number of teachers, staff, students and families. Moreover, this model will lead to optimal positive budget impact which is necessary to continue moving forward with the new school facility construction project.

5. **Impact:**

The two Assistant Principal model will have a positive impact on MSA-2's current increased enrollment trajectory which has been ongoing over the past 5 consecutive school years. Additionally, this model will help MSA-2 decrease the potentially detrimental and negative effects of the Prop 39 facility offer that LAUSD will be making to MSA-2 which is likely to require MSA-2 to operate on two school sites during the 2024-25 school year.

6. **Budget Implications:**

The projected costs for the Dean of Academics Position to be converted into an Assistant Principal of Academics and for converting the Dean of Students position into the Assistant Principal of Student Services is approximately \$10,000 total per school year.

MSA-2 plans to pay for this with the increased budget received by MSA-2 currently having 540 students enrolled as of 9/7/23 although MSA-2 budgeted for 530 students during the 2023-24 academic year. The surplus enrollment above the budgeted enrollment this school year is estimated to provide MSA-2 excess funds in the amount of close to \$200K and after covering the \$10,000 necessary to convert the 2 Dean positions into Assistant Principals, MSA-2 still projects to have a surplus from the surplus enrollment.

7. **Exhibits:**

- MSA-2 Administration Structure Transition Plan Presentation



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MSA-2 Administration Plan 2023-24

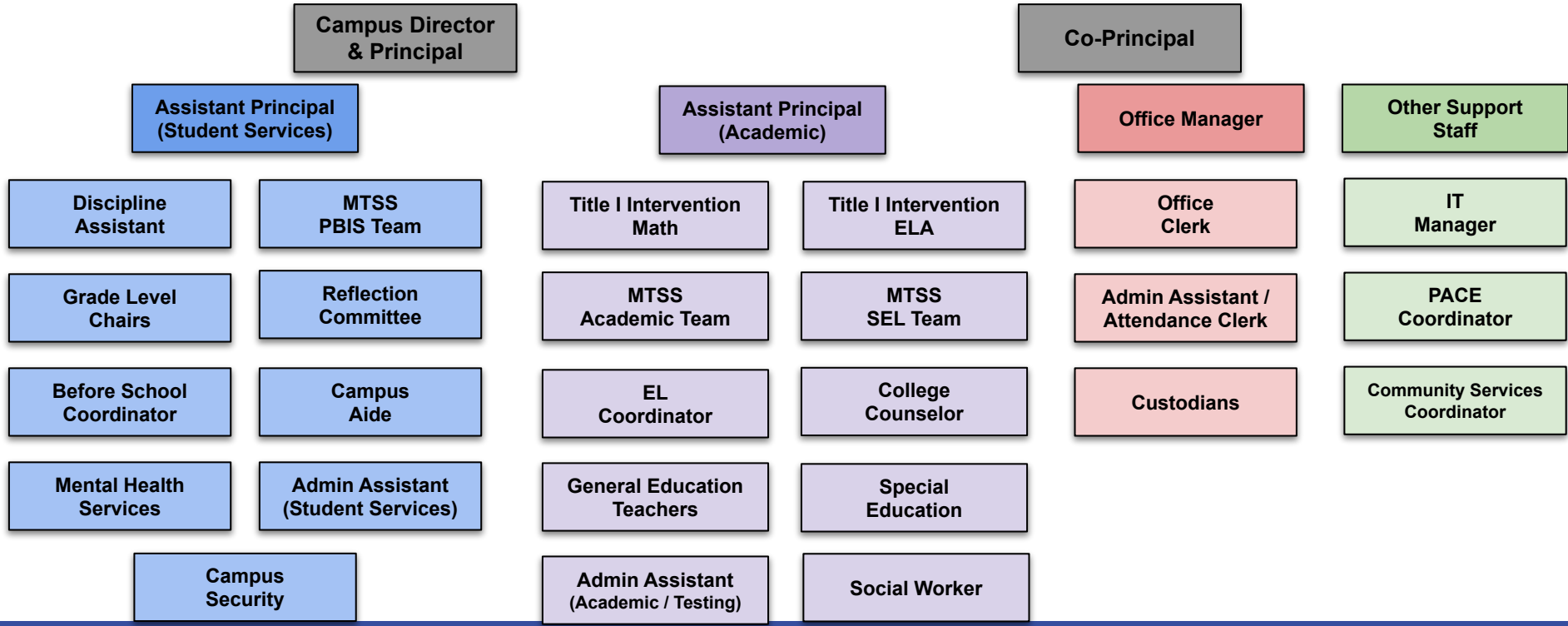
*Presented to MPS Board of Directors
September 14, 2023*

Agenda



- Proposed revision of MSA-2's Organizational Chart for the 2023-2024 & 2024-25 school years
- Distribution of Responsibilities
- Purpose and Evidence for two Assistant Principal Model
- Our Vision for the 2023-24 & 2024-25 school years
- Action Plan
- Budget Impact

MSA-2 Proposed Organizational Chart



MSA-2's School Teams Job Responsibilities, Duties and Functions 2023-24



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AP - Student Services		AP - Academics	
Implementation of Educational Partner Survey			
Teacher (and new teacher) support			
PD planning			
Substitutes			
Support CALPADS reporting data			
MTSS PBIS Team lead	Field trips/student activities	MTSS Academic Team Lead	Departments
MTSS SEL Team lead	Life skills - character counts	MTSS SEL Team Support	AP Programs
Student Services Team lead	Homeless & foster youth liaison	SSPT - Academic, Failing Students, Credit Recovery	All Testing programs/prep
Lead and grade level teachers	TITLE IX	IC follow up - lesson plans, gradebooks, report cards, schedule	Data and progress monitoring
SSPT - Behavior, attendance, safety, socioemotional	Implementation & analysis of SEL survey	Academic Calendar/testing	Saturday School
Discipline and safety	Civil Rights Data collaboration with office manager	GATE Program	Academic fairs and competitions - STEAM Expo, fair
Social media monitor	School wellness PLC	Independent Study	Online programs (MyOn/IXL)/Credit Recovery
Enrollment	Risk Assessment Lead	Intervention	ELD Coordinator / ELAC
Attendance, truancy	Ensure and document training of personnel on CPI - Nonviolent crisis intervention	504 plans	Summer School (Academic)
Supervision - staff schedules	Child welfare & attendance	Dispro Meeting Participation	Tutoring & Clubs
Safety programs (plans, drills)		Curriculum and Instruction	

Background Info to Plan



- LAUSD informed MSA-2 that effective July 1, 2024, MSA-2 will no longer be able to solely occupy its current property co-located with Birmingham CCHS
 - Previously/currently on long-term Facility Usage Agreement (FUA) with LAUSD
- MSA-2 will be required to apply for Prop 39 for 2024-25 and 2025-26 AY
 - Unstable year-to-year agreement with LAUSD

Challenge with LAUSD Prop. 39 From LAUSD



- LAUSD offered Birmingham CCHS & Sepulveda MS for 2022-23 AY
 - Sepulveda MS is located 6.8 miles from MSA-2 - 18 mins by car, 55 mins by bus
 - Challenge with LAUSD Prop 39 Facilities policy and request for the upcoming years

Purpose of Two AP Model



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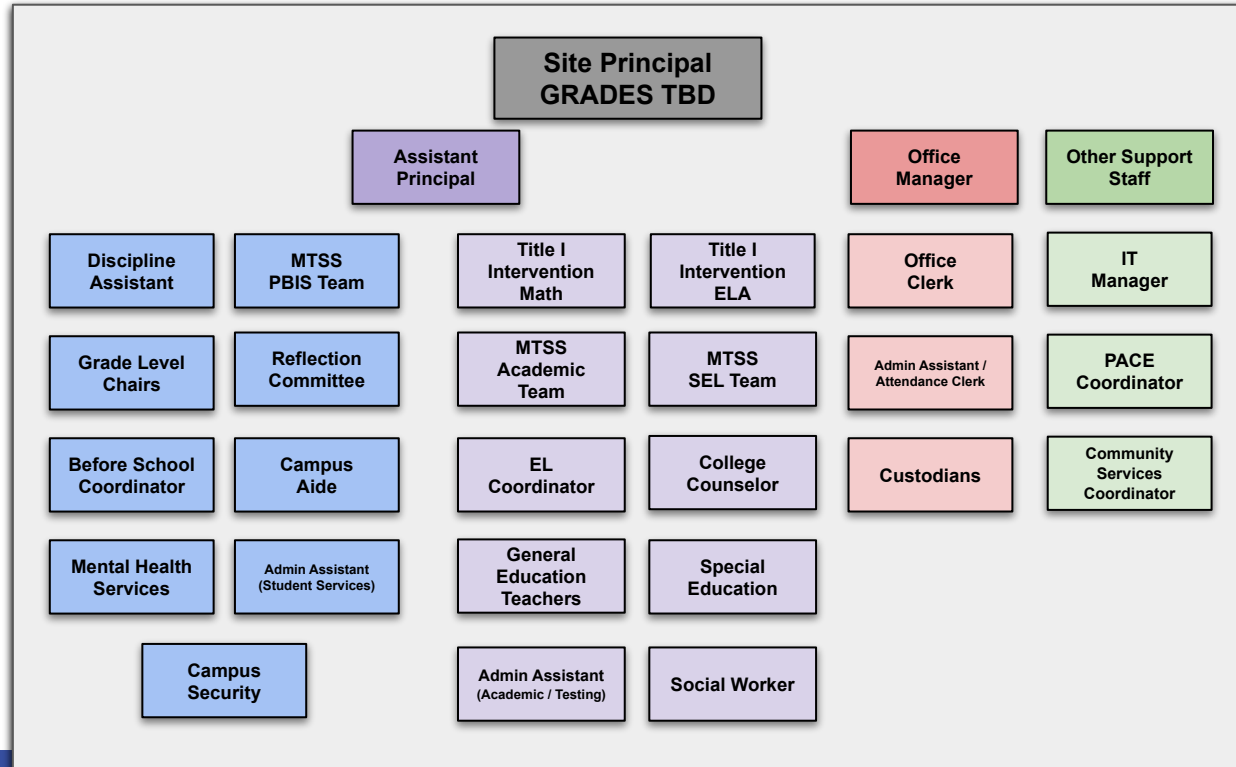
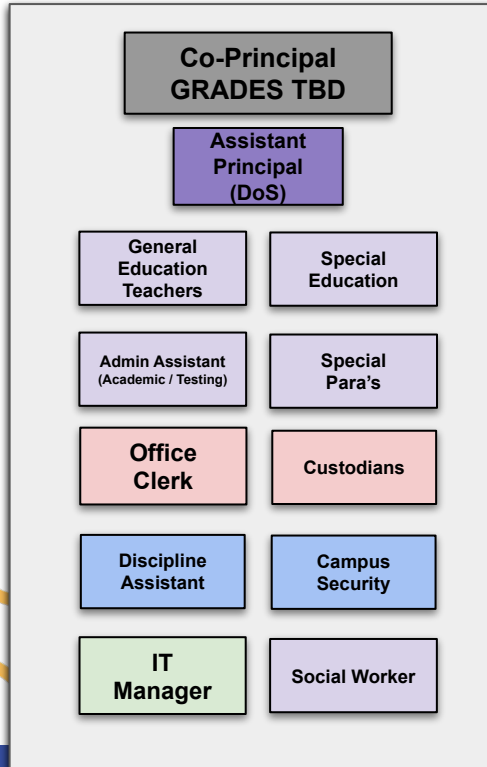
- Propose an **organizational plan** for the upcoming **three** academic years until the new site construction is completed
- Two School AP Model - **Why?**
 - When LAUSD offers two Prop 39 facilities to MSA-2 (FUA expiring 2023-24 AY), this will **create a ripple of concern** amongst staff, students, and families
 - Many students and families will be **vulnerable to disenrollment** due to the perceived instability which will impact the revenue and the budget and can be detrimental to the affordability of MSA-2's new site
 - Many teachers and staff will be **vulnerable to leaving MSA-2** to pursue a more stable position
 - **To build confidence about stability** of the transition plan among all educational partners, we are proposing to start the plan during the 2023-24 AY
 - The two AP model will **help retain teachers, staff, and students** at MSA-2 during the LAUSD impact
 - By communicating the model to all educational partners early on, MSA-2 will be able to demonstrate that **MSA-2 is prepared to overcome a two school site model**

Proposed Org Chart for 2024-25 & 25-26

Two Site Model



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Evidence for the need of Two AP Model



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Possibility of Being on 2 Sites During 2024-25:

- MSA2 has statistically significant chance of operating on 2 sites during 2024-25
- Having 1 principal and 1 AP per site in 2024-25 allows the APs so best support both academics and students services support at each site better than the dean model which does not allow for 1 dean to serve for both academic and student services support
- Starting this admin structure during 2023-24 provides increased stability and planning needed to retain students, staff, families during unknown transition

Educational Partner Survey Reflection:

- Student and Staff satisfaction rates decreased by 5%
- Climate of support for academic learning decreased by 5% (Student Outcome)
- Sense of belonging (school connectedness) decreased by 3% (Student Outcome)
- School safety decreased by 2% (Student Outcome)
- Sense of belonging decreased by 12% (Staff Outcome)

Possible reasons for satisfaction decline:

- Pandemic impact on student and staff well-being
- More impact on students' social and emotional development

Our Vision



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With the 2 AP model, MSA2 has the best chance of being prepared for a likely 2 school-site model in the 2024-25 school year in which an AP will be best suited to serve both campuses to support with both student services and academic support. Further this plan will allow increased stability during the uncertain transition time with LAUSD's facility to help retain the highest amount of teachers, staff, students and families.

Action Plan



1

Board Approval of 2 AP Model (Sep. 14 2023)

2

Hiring of 2 AP's (Oct. 1 2023)

3

July 1 2024 (Likely 2 Site Model Begins, depending on LAUSD facility plan) with 1 AP and 1 Principal on each site

Budget Impact



The projected costs for the Dean of Academics Position to be converted into an Assistant Principal of Academics and for converting the Dean of Students position into the Assistant Principal of Student Services are approximately \$10,000 total per school year.

MSA-2 plans to pay for this with the increased budget received by MSA-2 currently having 540 students enrolled as of 9/6/23 although MSA-2 budgeted for 530 students during the 2023-24 academic year. The surplus enrollment above the budgeted enrollment this school year is estimated to provide MSA-2 excess funds in the amount of close \$200K and after covering the \$10,000 necessary to convert the 2 Dean positions into Assistant Principals, MSA2 still projects to have a surplus from the additional enrollment.



THANK YOU

