



Agenda Item:	V E: Action Item
Date:	October 10, 2024
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools (“MPS”) Board of Directors (the “Board”)
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead(s):	Fiorella Del Carpio, Chief People Officer Ali Kaplan, Principal Musa Avsar, Principal
RE:	Approval of Board Resolution for Creation and Elimination of Positions for Magnolia Science Academy (MSA) 5 and MSA-7 and for the Improvement of Educational Programs for Students

Action Proposed:

I move that the Board approves the Board Resolution #20241010-02 for creation and elimination of positions for Magnolia Science Academy (MSA)-5, and MSA-7 to improve the school educational programs for students.

Purpose:

MSA-5 and MSA-7 are proposing the creation of a shared School Social Worker position to address the growing need for comprehensive student support services. This position will be crucial in conducting assessments to identify students' unique needs, developing individualized intervention plans, and providing counseling and guidance for students facing academic, social, or emotional challenges. Notably, this role will focus on supporting students who may not have an Individualized Education Program (IEP) but are still at risk due to social, behavioral, or emotional difficulties.

The School Social Worker will offer individual, group, and family therapy targeting students at risk, using evidence-based and evidence-informed practices. These interventions will equip students with essential coping skills and strategies to navigate their challenges successfully. By working directly with students, families, and school staff, the social worker will serve as a vital link between school, home, and community, fostering a holistic support system that promotes student success.



In addition to mental health support, the School Social Worker will collaborate closely with teachers and school staff to provide mental health consultation, help develop classroom management strategies, and design and monitor behavior contracts. This includes creating and implementing positive behavior support plans aimed at improving student outcomes.

The social worker will also play a key role in crisis management and mental health interventions, offering leadership in forming school discipline policies and providing essential services to students in need. Moreover, this position will serve as a homeless/foster youth liaison, ensuring that some of the most vulnerable students receive the support and resources they need.

By facilitating community involvement and advocating for student success, the School Social Worker will become a pivotal part of the interdisciplinary team at both MSA-5 and MSA-7, driving positive outcomes for students and families. Given the increasing need for mental health and social-emotional support across our student populations, we believe this position will significantly enhance the academic and personal well-being of our students.

Sharing this position between MSA-5 and MSA-7 will allow both campuses to benefit from the expertise and support of a qualified social worker while maximizing the efficiency of resources. This role will provide an essential layer of support to help our students thrive academically, emotionally, and socially.

Secondly, MSA-5 would like to eliminate the vacant Math Teacher position and add a teacher aide position which focuses on primarily math that is essential to providing targeted support and integrated student support addressing students' academic needs for students who are struggling with math. This role would focus on identifying students' specific needs through assessments and data analysis and developing individualized intervention plans to address these gaps. The teacher aide would support the teacher with instruction in small groups or one-on-one settings, using research-based strategies to reinforce foundational skills and help students catch up with grade-level expectations. By working closely with classroom teachers, the aide would ensure that interventions are aligned with the regular curriculum, creating a cohesive learning experience. Additionally, this position would play a crucial role in building student confidence in math, while regularly communicating with parents and staff to update them on student progress. Approval of this role would be a key step in providing necessary support for students to succeed academically.



We strongly encourage the school board to approve the creation of these positions, as it aligns with our mission to provide holistic integrated academic and mental support to all students and to foster an environment where they can succeed both inside and outside the classroom.

Budget Implications:

- The projected costs for the Social Worker position is approximately \$98,000 including benefits and the costs would be split among the two schools equally (MSA 5 & MSA 7). Since, the Teacher Aide position will be replacing an existing position at MSA 5, there will be no budgetary impact. The total costs for these changes will be incorporated into the MSA 5 & MSA 7 First Interim Reports that will be presented to the board in December 2024.

Exhibits:

- Board Resolution #20241010-02
- Social Worker Job Description
- Teacher Aide Job Description
- MSA-5 Organizational Chart
- MSA-7 Organizational Chart

MAGNOLIA EDUCATIONAL & RESEARCH FOUNDATION

RESOLUTION

**CREATION AND ELIMINATION OF POSITIONS FOR
FOR MAGNOLIA SCIENCE ACADEMY-5 (“MSA-5”) AND MAGNOLIA SCIENCE
ACADEMY-7 (“MSA-7”) THE IMPROVEMENT OF EDUCATIONAL PROGRAMS FOR
STUDENTS**

WHEREAS, Magnolia Educational & Research Foundation (“MERF”) is a non-profit organization operating public charter schools in Southern California; and

WHEREAS, MERF is reconfiguring the structure of MSA-5, and MSA-7 educational programs to provide the greatest targeted benefit to students with an emphasis on hands-on learning and support; and

WHEREAS, MERF has determined that adding an additional Social Worker position is in the best interest of the school; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of MERF (the “Board”) that:

1. MSA-5 and MSA-7 will be sharing one (1) full time Social Worker.
2. MSA-5 will have 0.5 FTE of services
3. MSA-7 will have 0.5 FTE of services
4. MSA-5 will hire one (1) full time Teacher Aide
5. MSA-5 will eliminate one (1) full time Math Teacher position
6. These changes will become effective immediately. The CEO is hereby directed by the Board to take all actions necessary to effectuate this Resolution.

PASSED AND ADOPTED by the Board this 10th day of October, 2024, by the following vote:

AYES:

NOES:

RECUSE:

ABSENT:

The undersigned Board Chair does hereby certify that the foregoing is a full, true, and correct copy of the Resolution adopted by the said Board at its meeting on the above date and by the vote above stated, which resolution is on file in the office of MERF.

Resolution #**20241010-02**

Creation and Elimination of Positions for MSA-5 and MSA-7 for the Improvement of Educational Services for Students

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Board Chair

2024-25 Social Worker (Elementary & Middle/High Charter School- Split Schools)

Job Description

The principal tasks of the School Social Worker are to help students and families make the best use of available opportunities and resources and to fully develop each student's individual potential. The School Social Worker rings to the educational process an understanding of the psychosocial development of children and the influences of family, community, and cultural differences as they interact with the educational process. Further, the School Social Worker provides the necessary professional skills to assist students and communities in problem-solving and conflict resolution in a safe and healthy manner. School Social Work is founded on the following premises:

- Definite and identifiable reasons exist why some students are not successful in school and exhibit undesirable behavior (including at-risk factors, dropping out and truancy).
- It is critical to assist families in alleviating adverse conditions in order to promote resiliency and academic success for at-risk students.
- It is important to assist parents in utilizing school and community resources to help children maximize their educational abilities.
- Parental involvement with the school is essential to create positive academic and social outcomes for students.
- It is essential that school staff listens to and respects the feelings and sensitivities of students and parents of all cultural and ethnic backgrounds.
- Education becomes a successful experience for students who are helped to overcome the social and emotional problems interfering with adjustment and achievement in school.
- Special education and related services must be provided for students with physical, mental, social, emotional, or other educational disabilities.
- Social justice and equal opportunity for all students and families will increase educational attainment and enhance the educational experience for everyone.

Direct Services to Students:

The School Social Worker employs appropriate social work methods in situations affecting the student's educational process.

School Social Workers:

- Conduct assessment of student needs
- Promote regular school attendance
- Conduct home visits
- Promote safe, caring, and drug-free schools
- Empowerment of/advocacy for students
- Provide culturally competent services
- Provide appropriate services for homeless students
- Provide individual counseling
- Facilitate group counseling
- Self-esteem

- Anger management
- Impulse control
- Social skills training
- Substance abuse prevention
- Provide crisis intervention services
- Complete social developmental case studies
- Participate in the evaluation of special education placements
- Participate in the development of behavioral modification plans
- Functional Behavioral Assessments (FBA), and Supportive Intervention Plans (SIP)
- Provide short/long-term case management services to individual students
- Referrals to community agencies
- Coordination of services with community agencies
- Coordination of services with other disciplines within the school
- Participate in transition planning for students
- Coordinate pregnancy prevention programs
- Coordinate drop-out prevention programs
- Report suspected child abuse/neglect

Direct Services to Families/Communities:

The School Social Worker employs appropriate social work methods to assure students' positive academic and social outcomes.

School Social Workers:

- Promote parental involvement in the schools
- Promote parental involvement in school conferences
- Promote parental responsibility for regular school attendance
- Conduct home visits
- Conduct family needs assessments
- Promote safe, caring, and drug-free schools
- Empowerment of/advocacy for families
- Provide culturally competent services
- Provide appropriate services/referrals for homeless families
- Provide crisis intervention services
- Refer to community agencies
- Facilitate parent groups
- Parenting skills
- Substance abuse awareness
- Special needs children
- Child abuse prevention
- Appropriate discipline
- Assist families with the interpretation of school policies and procedures
- Collaborate with community agencies
- Collaborate with support personnel within the school
- Participate in case conferences with other school specialists
- Participate in the identification and resolution of school-wide/community needs
- Interpret the School Social Work role to the community
- Serve as a liaison between the school/family/community
- Participate in referrals and case management of students/families involved in the court system
- Serve on school-based committee meetings

- Serve on community interagency teams and other task force teams relevant to School Social Work
- Serve on the school Crisis Team to promote a safe school environment
- Promote a safe, caring, and drug-free school environment

Program Planning and Evaluation:

The School Social Worker facilitates, participates in, and provides input for system-wide, school-based, and departmental program planning, evaluation, and development of policies. All program planning and evaluation activities are done in accordance with state and federal laws, regulations and school board policies.

School Social Workers:

- Conduct individual and/or system-wide surveys to assess the school and/or community needs
- Implement appropriate programs, groups, and initiatives to target at-risk populations (according to the assessment)
- Plan individual school and/or system-wide programs to promote a positive and caring school climate
- Collaborate with community agencies to coordinate services within the school system

Advocacy:

The School Social Worker operates as an advocate for all community populations utilizing skills that respect issues of cultural and ethnic diversity and equity for every student and family.

School Social Workers:

- Facilitate the implementation of federal and state education regulations
- Address child abuse and neglect, due process, and liability issues
- Advocate for school environments to operate in the best interests of children
- Encourage parents to be actively involved in their children's educational experiences
- Adhere to the National Association of Social Workers code of ethical behavior and professional practice.

Consultation and Education:

The School Social Worker provides specialized consultative services to school staff, community agencies and other professionals. Services are designed to assist families, students, and educational professionals in providing quality interventions, which allow students to reach their highest educational, developmental and social potential.

School Social Workers Consult in Such Areas as:

- Preventive interventions
- Classroom management
- Child abuse and neglect
- Mental health and emotional impairments
- Family and psychosocial functioning
- Parent involvement
- Maintenance of caring, safe and drug-free learning environments
- Identification of barriers to educational achievement
- Contribute to the development of the profession by educating and supervising social work interns
- Evaluate, interpret, and perform research with specific application to student, family, and community issues

- Develop and maintain skills that increase the social worker's initiative and effectiveness in working in school settings
- Manage time-based on school social worker-to-student ratios; advocate for worker-to-student ratios consistent with those developed by the National Council of State Consultants for School Social Work Services
- Maintain accurate and appropriate case records and documentation
- Maintain a statistical, demographic breakdown of current caseload
- \$61,000 - \$85,000 / year

Qualifications

- BA or BS (as appropriate) degree in subject matter
- California Commission on Teacher Credentialing credential, certificate, permit, or other documentation equivalent to what a teacher in other public schools would be required to hold in Social Sciences
- Highly qualified in core courses as defined in the section titled "NCLB and Credentialing Requirements."
- Understanding of subjects assigned
- Knowledge of curriculum and instruction
- The capability of instructing students and managing their behavior
- Exceptional organizational, communication and interpersonal skills



TEACHER AIDE JOB DESCRIPTION

JOB SUMMARY

The teacher aide is responsible for providing assistance to instructional programs by assisting the teacher in achieving educational objectives by working with individual students or small groups to help them achieve the skill levels of the class as a whole. The teacher aide assists the teacher in providing a well-organized, smoothly functioning class environment in which students can take full advantage of the instructional program and available resource materials.

JOB DUTIES

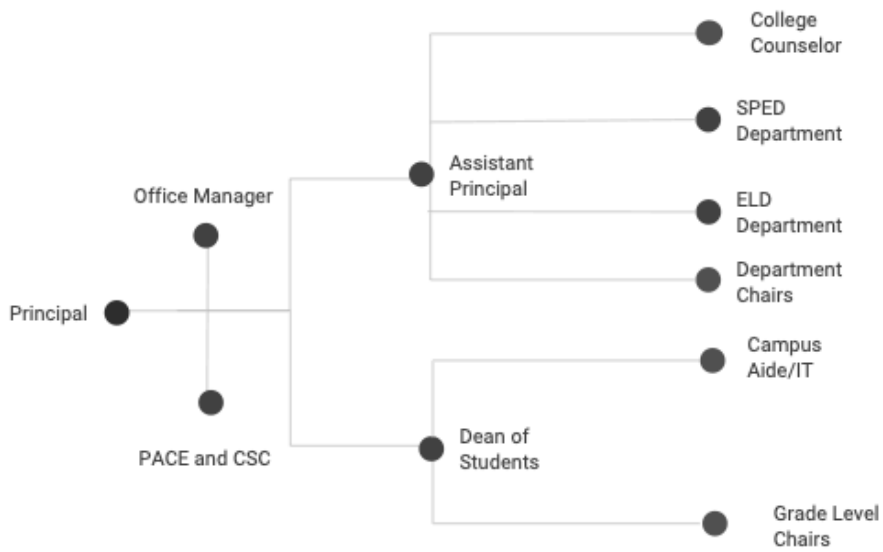
- Executes instructional activities with individual students or small groups of students following teacher direction and demonstration.
- Assists in preparation of materials for class, classroom activities, assignments, location of supplementary materials from school library and other resources areas.
- Implements behavior management programs designed by teachers and/or school psychologist. Counts and records specific student behaviors; administers procedures in the positive behavior support plan.
- Monitors student use of instructional equipment.
- Provides general maintenance of equipment including cleaning and disinfecting.
- Serves as a source of information and help to any substitute teacher assigned in the absence of the regular teacher.
- Maintains the same high level of ethical behavior and confidentiality of information about students as is expected in the classroom teachers.
- Other job related duties and schedules assigned by supervisor

Physical Demands and Work Environment

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to stand, bend, and sit for long periods of time. The employee must also be able to listen and hear students, lift and/or move up to 50 pounds and be appropriately mobile, including by escorting students across campus as needed. This job description should not be construed to imply that these requirements are the only duties, responsibilities, and qualification for this job. Incumbents may be required to follow any additional related instructions, acquire related job skills and perform other related work as required or assigned. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.



MSA-5 Organization Chart 2024-25



MSA-7 Organization Chart 2024-25

