



<b>Agenda Item:</b>	III B: Consent Item
<b>Date:</b>	October 10, 2024
<b>To:</b>	Magnolia Educational & Research Foundation dba Magnolia Public Schools (“MPS”) Board of Directors (the “Board”)
<b>From:</b>	Alfredo Rubalcava, CEO & Superintendent
<b>Staff Lead(s):</b>	David Yilmaz, Chief Accountability Officer
<b>RE:</b>	Approval of 2024-25 Compliance Monitoring and Certification of Board Compliance Review for Magnolia Science Academy-Santa Ana

**Action Proposed:**

I move that the Board approve the 2023-24 Compliance Monitoring and Certification of Board Compliance Review for Magnolia Science Academy-Santa Ana.

**Purpose:**

This is an annual item that the Board needs to approve for our State Board of Education (SBE) authorized MPS school: MSA-Santa Ana. This document certifies that the charter school meets all compliance requirements indicated on the document. This form provides California Department of Education (CDE), Charter Schools Division (CSD) staff with important information to assist with the oversight of charter schools authorized by the SBE.

**Background:**

The SBE has an annual process where it requires each charter school to get this certification approved by their board and submit it along with approved board agenda and minutes. By signing the Board Chair will certify that the Governing Board has reviewed the school’s compliance-related policies, systems, and procedures. The CDE reviews documentation of compliance during their oversight visit to the school. The CDE reserves the right to request, at any time, supporting documentation for the requirements listed in the document.

**Analysis:**

The CDE has listed 19 areas of compliance requirements for review on the document ranging from teacher credentials to obtaining WASC accreditation. They have also provided examples of supporting documentation for each compliance item. (See attachment.) MSA-Santa Ana has all



the supporting documentation for each of the 19 areas where some of the documents are posted on the school website (Board member roster and information, Parent/Student Handbook, Bylaws, Conflict of Interest Policy, Complaint Form, UCP, PRA, Safety Plan, etc.) and others are on file (teacher credential template, DOJ/TB, Brown Act training, etc.) We work with our assigned CDE specialist in the submission of any requested documents. MSA-SA principal has already signed the attached document certifying that the school has reviewed the school's compliance related policies, systems, and procedures. In support of the school, the Home Office also oversees and ensures that MSA-SA meets all the compliance items.

**Impact:**

It is part of the Board's fiduciary governance responsibility to ensure that MSA-Santa Ana complies with all applicable laws and other requirements as indicated on the attached form. The CDE requires that the Governing Board Chair sign the certification upon Board review and approval. The signed certification page will be submitted to the CDE.

**Budget Implications:**

N/A

**Committee Recommendations:**

N/A

**Exhibits:**

1. MSA-SA Annual Compliance Requirements Document 2024-25 (admin signed)

**COMPLIANCE MONITORING AND  
CERTIFICATION OF GOVERNING BOARD COMPLIANCE REVIEW  
2024-25**

School Name: MAGNOLIA SCIENCE ACADEMY SANTA ANA

(CDS Code Number): 30-76893-0130765

Compliance Requirements
1. The charter school follows the credentialing requirements in California <i>Education Code (EC)</i> , Section 47605 (l)(1)(2) and that each teacher has satisfied the requirements for the Certificate of Clearance as outlined in <i>EC</i> , sections 44339, 44330, and 44341
2. The charter school maintains timely and current verification of tuberculosis clearances for all employees (including substitutes, part-time staff, and temporary employees) and contracting entities (service providers, vendors, and independent contractors). <i>EC</i> , sections 47605(b)(5)(F), 45122.1, 45125.1, and 49406.
3. The Charter Schools Division has been provided with, and parents have access to, the school's most current contact information for each Governing Board member and the 2024–2025 Board meetings calendar.
4. The charter school complies with the pre- and post-lottery and enrollment forms guidelines.
5. The charter school shall ensure that staff receives annual training on the charter school's health, safety, and emergency procedures, and shall maintain a calendar for, and conduct, emergency response drills for students and staff including, but not limited to: <ul style="list-style-type: none"><li>• Health, Safety and Emergency Preparedness Plan (School Safety Plan) <i>EC</i> 32280–32289</li><li>• Child Abuse Mandated Reporter Training Assembly Bill (AB) 1432 (2014); <i>EC</i> 44691; <i>Penal Code</i> Section 11165.7<ul style="list-style-type: none"><li>▪ Blood borne Pathogens training <i>California Code of Regulations</i>, Title 8, Section 5193</li><li>▪ Pupil Suicide Prevention Policy, AB 2246 (2016)</li></ul></li></ul>

### Compliance Requirements

6. The charter school's school climate and student discipline systems and procedures align with best practices.
7. The charter school shall maintain all data involving placement, tracking, and monitoring of student suspensions, expulsions, and reinstatements, and make such outcome data readily available upon request.
8. The charter school ensures that any and all school communications, including the Parent Student Handbook, are consistent with the provisions of the school's approved charter as well as applicable law (e.g., translated for 15 percent and above languages)
9. The charter school's occupancy and use of facilities shall follow applicable building codes, standards and regulations adopted by the city and/or county agencies responsible for building and safety standards, and the Americans with Disability Act, *EC 47610*
10. The charter school complies with all federal and state laws related to public entities, including, but not limited to:
  - Ralph M. Brown Act
  - Political Reform Act
  - Public Records Act
  - *Government Code*, Section 1090
11. The charter school ensures that its Articles of Incorporation are current and appropriate for the operation of the charter school.
12. By-laws are current and consistent with the approved charter, Governing Board-approved, and signed by the Governing Board secretary.
13. The charter school implements its own Uniform Complaint Procedure policies and procedures with appropriate corresponding forms and documents, readily available to stakeholders at the school site and on the school's website, that are compliant with federal and state requirements. Guidance provided at <http://www.cde.ca.gov/re/cp/uc/>.

Compliance Requirements
14. The Governing Board oversees the development of and approves/adopts the Local Control Accountability Plan for the 2024–2025 school year ( <i>EC</i> 47606.5).
15. The charter school ensures that it follows all applicable state law regarding homeless and foster youth, including but not limited to the provisions of AB 379 (2015) and <i>EC</i> 48850
<p>16. The charter school has a form posted on their website for complaints pursuant to <i>EC</i> 47605(d)(4) to be filed with the charter authorizer.</p> <p>The California Department of Education has provided a template form for use by charter schools. This template form must be modified before distributing to parents and posting on the charter school's website. The template form can be found at <a href="https://www.cde.ca.gov/sp/ch/documents/rescscomplaints.pdf">https://www.cde.ca.gov/sp/ch/documents/rescscomplaints.pdf</a>.</p>
17. For schools serving grade nine only: The charter school complies with all applicable requirements of the California Mathematics Placement Act of 2015.
18. The charter school complies with all applicable requirements of AB 2246: Pupil Suicide Prevention Policies.
19. For high schools only: The charter school has obtained or is in the process of obtaining, Western Association of Schools and Colleges accreditation and University of California Office of the President Doorways Course Approval.

Please attach the relevant Governing Board agenda(s) and approved minutes for the meeting(s) at which the Governing Board has reviewed the school's compliance with the items listed above.

California Department of Education reserves the right to request, at any time supporting documentation for the requirements listed below.

# CERTIFICATION OF SCHOOL ADMINISTRATOR'S COMPLIANCE REVIEW

*(by October 31, 2024)*

The undersigned hereby certifies that, on 9/11/24  
the School Administrator of  
*Date(s)*

**MAGNOLIA SCIENCE ACADEMY SANTA ANA**

*Name of Charter School*

*reviewed the school's compliance related policies, systems, and procedures.*

<b>Steven Keskinturk</b>	<i>Steven Keskinturk</i>	09/11/2024
<i>Printed Name of School Administrator</i>	<i>Signature of School Administrator</i>	<i>Date Signed</i>

# CERTIFICATION OF GOVERNING BOARD COMPLIANCE REVIEW

*(by October 31, 2024)*

The undersigned hereby certifies that, on 10/10/24  
the Governing Board of  
*Date(s)*

**MAGNOLIA SCIENCE ACADEMY SANTA ANA**

*Name of Charter School*

*reviewed the school's compliance related policies, systems, and procedures.*

<i>Printed Name of Governing Board Chair</i>	<i>Signature of Governing Board Chair</i>	<i>Date Signed</i>