



Board Agenda Item #	Agenda # IV B
Date:	02.09.2017
To:	Magnolia Board of Directors
From:	Caprice Young, Ed.D., CEO & Superintendent
Staff Lead:	Alfredo Rubalcava, Chief External Officer
RE:	Resolutions of Conditions of Authorization for MSA1,2, and 3

Proposed Board Recommendation

I move that the board read, understand and agree to the provisions of the Conditions of Authorization for each Magnolia Science Academy-1, (“MSA-1”), Magnolia Science Academy-2, (“MSA-2”), and Magnolia Science Academy-3 (“MSA-3”) as prepared by the Los Angeles County Office of Education.

Background

The Board of Directors of Magnolia Public Schools (“MPS”) sought authorization of the Magnolia Science Academy-1, (“MSA-1”), Magnolia Science Academy-2, (“MSA-2”), and Magnolia Science Academy-3 (“MSA-3”) charter renewal petitions submitted on appeal to the Los Angeles County Board of Education (“LACBOE”); and LACBOE approved the charter renewal petition appeals of MSA-1, MSA-2, and MSA-3 on December 20, 2016.

Budget Implications

None at this time.

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

If needed, upcoming renewals for other Magnolia Science Academies may seek approval from LACOE. It is important to be in compliance with all that is in the Conditions of Authorization to continue to be eligible for renewal through the different authorizers.

Name of Staff Originator:

Alfredo Rubalcava, Chief External Officer

Attachments

Resolution No. 20170209-10, Conditions of Authorization for each MSA-1, MSA-2, and MSA-3



MAGNOLIA PUBLIC SCHOOLS

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MAGNOLIA PUBLIC SCHOOLS

BOARD RESOLUTION

Resolution No. 20170209-1

WHEREAS, the Board of Directors of Magnolia Public Schools (“MPS”) sought authorization of the Magnolia Science Academy-1, (“MSA-1”), Magnolia Science Academy-2, (“MSA-2”), and Magnolia Science Academy-3 (“MSA-3”) charter renewal petitions submitted on appeal to the Los Angeles County Board of Education (“LACBOE”); and

WHEREAS, LACBOE approved the charter renewal petition appeals of MSA-1, MSA-2, and MSA-3 on December 20, 2016; and

WHEREAS, LACBOE approved the charter renewal petition appeals subject to Conditions of Authorization as subsequently prepared by the Los Angeles County Office of Education;

NOW, THEREFORE, BE IT RESOLVED that, the Board of Directors agree to the Conditions of Authorization for each MSA-1, MSA-2, and MSA-3, attached hereto as Exhibits 1, 2, and 3, respectively.

PASSED AND ADOPTED by the Board of Directors at a meeting held on February 09, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Umit Yanel, Secretary
MPS Board of Directors

Date

Conditions of Authorization:
Magnolia Science Academy-1 Charter School

- I. The term of the charter for *Magnolia Science Academy-1* (“MSA-1” or “the Charter School”) shall be five (5) years, commencing July 1, 2017, ending June 30, 2022, subject to meeting the following conditions by the specified dates.
- II. The school shall commence instruction between July 1, 2017 and September 30, 2017. The school shall not commence instruction unless and until all of the following conditions are met:
 - A. By **February 17, 2017**, the school shall submit evidence that its governing board has accepted the conditions of authorization set forth in this document.
 - B. By **March 2, 2017**, the school shall submit the following item to the Los Angeles County Office of Education (LACOE):

The signed Monitoring and Oversight Memorandum of Understanding (MOU) following approval by the school’s governing board; action shall be taken in accordance with the *Brown Act*.

- C. By **March 17, 2017**, the school shall submit to LACOE:
 1. A revised charter petition which reflects LACOE as the authorizer, addresses the deficiencies and includes the necessary technical adjustments identified in the LACOE Report of the Findings of Fact to the County Board dated December 20, 2016 (LACOE Report). Deficiencies to be addressed are those found in Findings 2 through 5 which include, but are not limited to:
 - a. Providing an assurance or a required qualification for Special Education teachers and para-educators with responsibilities that include *handling crisis situations and physically restraining students* to complete specialized training in behavioral interventions, such as Crisis Prevention Institute (CPI) nonviolent crisis intervention training, prior to placement in the classroom.
 - b. Affirmation of all required assurances as stated within *Education Code (EC) 47605(b)(4)* and (d).
 - c. Element 1 (Description of the Educational Program): A clearly articulated English Language Development (ELD) program which is aligned to current state and federal requirements; a comprehensive description of how the school’s instructional program (i.e., course offerings) are aligned to the school’s mission (to provide an educational program which emphasizes science, technology, engineering, arts and math-STEAM) and how all groups of students are provided access to STEAM instruction during the school day; a description of the school’s program for students achieving below grade level, with details on the types of interventions provided during each tier of intervention; and clarification on the educational program for students with disabilities, including English Learner students with disabilities.
 - d. Element 2 (Measureable Pupil Outcomes) and Element 3 (Methods for Measuring Pupil Progress): Provide pupil academic outcomes for all significant student groups served by the school and provide baseline data (2015-16) to current list of Measureable Pupil Outcomes (MPOs) where available.
 - e. Element 4 (Governance): Specific notation is to be made reinforcing Magnolia Education and Research Foundation’s commitment to have community representation on the governing board (persons living within and representing the San Fernando Valley), and

that meetings will be held in person in a location within the board's jurisdiction; and provide a comprehensive description of the composition and role of the School Site Council, reflecting federal program requirements.

- f. Element 5 (Employee Qualifications): Provide a comprehensive organizational chart and related job descriptions/qualifications for key personnel; include specific requirements for Special Education staff as noted above (item C.1.a)
 - g. Element 6 (Health and Safety Procedures): Update the petition to reflect the requirements of EC 49406(d) and alignment with the Employee Handbook; provide a description of the processes and procedures for verifying student immunizations and conducting required health screenings.
 - h. Element 7 (Means to Achieve a Reflective Racial and Ethnic Balance): Changes necessary to provide the specific demographic information reflecting the district in which the school is located; develop implementation benchmarks to *measure whether the applicant pool is reflective of the racial and ethnic composition of the general population residing within the geographic boundaries of the school district; and describe the specific outreach strategies including locations, specific media outlets* as required by Los Angeles County Board Policy (BP) 0420.4.
 - i. Element 8 (Admission Requirements): Provide a clear process for conducting the lottery, including location and the process for providing enrollment preferences; remove enrollment preferences that are not allowable (i.e., students being promoted from or transferring from another school that is operated by Magnolia Public Schools); revise enrollment package to clearly define legally required information and optional information; correct language in school compact or other school-home communication stating parents "will volunteer"; ensure online enrollment option is made available in Spanish.
 - j. Element 9 (Annual Independent Financial Audits): Provide clarification around selection of annual auditor; include the following statement as required by BP 0420.4: "Financial reporting to the charter agency would be carried out pursuant to EC 47604.33."
 - k. Element 10 (Suspension and Expulsion Procedures): Provide four (4) distinct lists indicating which offenses are discretionary suspensions, mandatory suspensions, discretionary expulsions and mandatory expulsions. The list must be consistent with the Parent/Student Handbook; clearly describe the procedures for informing parents and students about the reasons for suspension or expulsion and related due process rights; update the petition element to include requirements of law (e.g., AB 9).
 - l. Element 11 (STRS, PERS, and Social Security): Update petition element to clearly state if it will offer STRS, PERS and/or Social Security and which category of employees is eligible for each retirement system. The petition and Employee Handbook should align.
 - m. Element 14 (Dispute Resolution Procedures): Changes necessary to the petition to conform to the Superintendent's Administrative Regulation 0420.4(h) as specified in the LACOE Report.
2. Revised fiscal policies to align with the MOU and address the deficiencies identified in Finding 3 in the LACOE Report of the Findings of Fact to the County Board dated December 20, 2016, including, but not limited to, the following:
 - a. Update Bank Reconciliation Policy to include actual procedures with clear timelines and persons responsible.
 - b. Clearly describe the Fixed Asset Monitoring system and verify that all applicable assets are included in the fixed asset schedule.

- c. Include a Payroll Desk Policy with procedures aligned to the recommendations of the California State Auditor.
- d. Provide a clear Conflict of Interest Policy that is consistent with the requirements provided within Section 1.3.D of the MOU and BP 0420.4.

In the event the County Superintendent of Schools determines the changes to the petition and/or fiscal policies are insufficient, the school shall complete additional changes to be sufficient by **April 21, 2017**.

- III. **By June 15, 2017**, the charter school shall submit to LACOE the following:
 - A. Preliminary 2017-18 budget approved by the school's governing board
 - B. Evidence of Special Education Local Plan Area (SELPA) acceptance
 - C. Evidence of having scheduled and completed a LACOE Facilities and Construction Unit site visit and supplied all necessary documents
 - D. Evidence of having received a County-District-School (CDS) Code from the California Department of Education, reflecting LACOE as the authorizing entity.
- IV. **On or before July 1, 2017**, the governing board of the charter school shall adopt a Local Control and Accountability Plan (LCAP).

No later than five (5) days after adoption, the school shall submit its LCAP to the County Superintendent of Schools.
- V. **By July 15, 2017**, the school shall comply with all corrections identified in the Facilities and Construction Unit's report

If any part or sub-part of conditions II through V are not met by the date specified, the Superintendent will notify the County Board at a regularly scheduled meeting. Failure to meet any of the conditions by the specified timeline is grounds for terminating authorization.

If instruction does not begin by **September 30, 2017**, the charter is terminated.

Terminating authorization of the charter is considered a denial.

The complete LACOE Report of the Findings of Fact on the petition for *Magnolia Science Academy-1, Grades 6-12*, is attached to the Report Item dated December 20, 2016.

Conditions of Authorization:
Magnolia Science Academy-2 Charter School

- I. The term of the charter for *Magnolia Science Academy-2* (“MSA-2” or “the Charter School”) shall be five (5) years, commencing July 1, 2017, ending June 30, 2022, subject to meeting the following conditions by the specified dates.
- II. The school shall commence instruction between July 1, 2017 and September 30, 2017. The school shall not commence instruction unless and until all of the following conditions are met:
 - A. By **February 17, 2017**, the school shall submit evidence that its governing board has accepted the conditions of authorization set forth in this document.
 - B. By **March 2, 2017**, the school shall submit the following item to the Los Angeles County Office of Education (LACOE):

The signed Monitoring and Oversight Memorandum of Understanding (MOU) following approval by the school’s governing board; action shall be taken in accordance with the *Brown Act*.
 - C. By **March 17, 2017**, the school shall submit to LACOE:
 1. A revised charter petition which reflects LACOE as the authorizer, addresses the deficiencies and includes the necessary technical adjustments identified in the LACOE Report of the Findings of Fact to the County Board dated December 20, 2016 (LACOE Report). Deficiencies to be addressed are those found in Findings 2 through 5 which include, but are not limited to:
 - a. Providing an assurance or a required qualification for Special Education teachers and para-educators with responsibilities that include *handling crisis situations and physically restraining students* to complete specialized training in behavioral interventions, such as Crisis Prevention Institute (CPI) nonviolent crisis intervention training, prior to placement in the classroom.
 - b. Affirmation of all required assurances as stated within *Education Code (EC) 47605(b)(4)* and (d).
 - c. Element 1 (Description of the Educational Program): A clearly articulated English Language Development (ELD) program which is aligned to current state and federal requirements; a comprehensive description of how the school’s instructional program (i.e., course offerings) are aligned to the school’s mission (to provide an educational program which emphasizes science, technology, engineering, arts and math-STEAM) and how all groups of students are provided access to STEAM instruction during the school day; a description of the school’s program for students achieving below grade level, with details on the types of interventions provided during each tier of intervention; and clarification on the educational program for students with disabilities, including English Learner students with disabilities.
 - d. Element 2 (Measureable Pupil Outcomes) and Element 3 (Methods for Measuring Pupil Progress): Provide pupil academic outcomes for all significant student groups served by the school and provide baseline data (2015-16) to current list of Measureable Pupil Outcomes (MPOs) where available.
 - e. Element 4 (Governance): Specific notation is to be made reinforcing Magnolia Education and Research Foundation’s commitment to have community representation on the governing board (persons living within and representing the San Fernando Valley), and that meetings will be held in person in a location within the board’s jurisdiction; and

provide a comprehensive description of the composition and role of the School Site Council, reflecting federal program requirements.

- f. Element 5 (Employee Qualifications): Provide a comprehensive organizational chart and related job descriptions/qualifications for key personnel; include specific requirements for Special Education staff as noted above (item C.1.a)
 - g. Element 6 (Health and Safety Procedures): Update the petition to reflect the requirements of EC 49406(d) and alignment with the Employee Handbook; provide a description of the processes and procedures for verifying student immunizations and conducting required health screenings.
 - h. Element 7 (Means to Achieve a Reflective Racial and Ethnic Balance): Changes necessary to provide the specific demographic information reflecting the district in which the school is located; develop implementation benchmarks to *measure whether the applicant pool is reflective of the racial and ethnic composition of the general population residing within the geographic boundaries of the school district; and describe the specific outreach strategies including locations, specific media outlets* as required by Los Angeles County Board Policy (BP) 0420.4.
 - i. Element 8 (Admission Requirements): Provide a clear process for conducting the lottery, including location and the process for providing enrollment preferences; remove enrollment preferences that are not allowable (i.e., students being promoted from or transferring from another school that is operated by Magnolia Public Schools); revise enrollment package to clearly define legally required information and optional information; correct language in school compact or other school-home communication stating parents “will volunteer”; ensure online enrollment option is made available in Spanish.
 - j. Element 9 (Annual Independent Financial Audits): Provide clarification around selection of annual auditor; include the following statement as required by BP 0420.4: “Financial reporting to the charter agency would be carried out pursuant to EC 47604.33.”
 - k. Element 10 (Suspension and Expulsion Procedures): Provide four (4) distinct lists indicating which offenses are discretionary suspensions, mandatory suspensions, discretionary expulsions and mandatory expulsions. The list must be consistent with the Parent/Student Handbook; clearly describe the procedures for informing parents and students about the reasons for suspension or expulsion and related due process rights; update the petition element to include requirements of law (e.g., AB 9).
 - l. Element 11 (STRS, PERS, and Social Security): Update petition element to clearly state if it will offer STRS, PERS and/or Social Security and which category of employees is eligible for each retirement system. The petition and Employee Handbook should align.
 - m. Element 14 (Dispute Resolution Procedures): Changes necessary to the petition to conform to the Superintendent’s Administrative Regulation 0420.4(h) as specified in the LACOE Report.
2. Revised fiscal policies to align with the MOU and address the deficiencies identified in Finding 3 in the LACOE Report of the Findings of Fact to the County Board dated December 20, 2016, including, but not limited to, the following:
 - a. Update Bank Reconciliation Policy to include actual procedures with clear timelines and persons responsible.
 - b. Clearly describe the Fixed Asset Monitoring system and verify that all applicable assets are included in the fixed asset schedule.

- c. Include a Payroll Desk Policy with procedures aligned to the recommendations of the California State Auditor.
- d. Provide a clear Conflict of Interest Policy that is consistent with the requirements provided within Section 1.3.D of the MOU and BP 0420.4.

In the event the County Superintendent of Schools determines the changes to the petition and/or fiscal policies are insufficient, the school shall complete additional changes to be sufficient by **April 21, 2017**.

- III. **By June 15, 2017**, the charter school shall submit to LACOE the following:
 - A. Preliminary 2017-18 budget approved by the school's governing board
 - B. Evidence of Special Education Local Plan Area (SELPA) acceptance
 - C. Evidence of having scheduled and completed a LACOE Facilities and Construction Unit site visit and supplied all necessary documents
 - D. Evidence of having received a County-District-School (CDS) Code from the California Department of Education, reflecting LACOE as the authorizing entity.
- IV. **On or before July 1, 2017**, the governing board of the charter school shall adopt a Local Control and Accountability Plan (LCAP).

No later than five (5) days after adoption, the school shall submit its LCAP to the County Superintendent of Schools.
- V. **By July 15, 2017**, the school shall comply with all corrections identified in the Facilities and Construction Unit's report

If any part or sub-part of conditions II through V are not met by the date specified, the Superintendent will notify the County Board at a regularly scheduled meeting. Failure to meet any of the conditions by the specified timeline is grounds for terminating authorization.

If instruction does not begin by **September 30, 2017**, the charter is terminated.

Terminating authorization of the charter is considered a denial.

The complete LACOE Report of the Findings of Fact on the petition for *Magnolia Science Academy-2, Grades 6-12*, is attached to the Report Item dated December 20, 2016.

Conditions of Authorization:
Magnolia Science Academy-3 Charter School

- I. The term of the charter for *Magnolia Science Academy-3* (“MSA-3” or “the Charter School”) shall be five (5) years, commencing July 1, 2017, ending June 30, 2022, subject to meeting the following conditions by the specified dates.
- II. The school shall commence instruction between July 1, 2017 and September 30, 2017. The school shall not commence instruction unless and until all of the following conditions are met:
 - A. By **February 17, 2017**, the school shall submit evidence that its governing board has accepted the conditions of authorization set forth in this document.
 - B. By **March 2, 2017**, the school shall submit the following item to the Los Angeles County Office of Education (LACOE):

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 - b. Affirmation of all required assurances as stated within *Education Code (EC) 47605(b)(4)* and (d).
 - c. Element 1 (Description of the Educational Program): A clearly articulated English Language Development (ELD) program which is aligned to current state and federal requirements; a comprehensive description of how the school’s instructional program (i.e., course offerings) are aligned to the school’s mission (to provide an educational program which emphasizes science, technology, engineering, arts and math-STEAM) and how all groups of students are provided access to STEAM instruction during the school day; a description of the school’s program for students achieving below grade level, with details on the types of interventions provided during each tier of intervention; and clarification on the educational program for students with disabilities, including English Learner students with disabilities.
 - d. Element 2 (Measureable Pupil Outcomes) and Element 3 (Methods for Measuring Pupil Progress): Provide pupil academic outcomes for all significant student groups served by the school and provide baseline data (2015-16) to current list of Measureable Pupil Outcomes (MPOs) where available.
 - e. Element 4 (Governance): Specific notation is to be made reinforcing Magnolia Education and Research Foundation’s commitment to have community representation on the governing board (persons living within and representing the Carson area), and that meetings will be held in person in a location within the board’s jurisdiction; and provide a

comprehensive description of the composition and role of the School Site Council, reflecting federal program requirements.

- f. Element 5 (Employee Qualifications): Provide a comprehensive organizational chart and related job descriptions/qualifications for key personnel; include specific requirements for Special Education staff as noted above (item C.1.a)
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If any part or sub-part of conditions II through V are not met by the date specified, the Superintendent will notify the County Board at a regularly scheduled meeting. Failure to meet any of the conditions by the specified timeline is grounds for terminating authorization.

If instruction does not begin by **September 30, 2017**, the charter is terminated.

Terminating authorization of the charter is considered a denial.

The complete LACOE Report of the Findings of Fact on the petition for *Magnolia Science Academy-3, Grades 6-12*, is attached to the Report Item dated December 20, 2016.