APPROVED

Magnolia Public Schools

Minutes

Regular Board Meeting

Date and Time
Thursday September 9, 2021 at 6:00 PM

Location
https://zoom.us/j/99252546111?pwd=Qys2Nmd4TGR0emRZVzAwUE9tT0lpQT09

Meeting ID: 992 5254 6111 **Passcode:** 983882
One tap mobile: +16699009128,,99252546111# US (San Jose)

Board Members:
Ms. Sandra Covarrubias, Chair
Dr. Umit Yapanel, Vice-Chair
Dr. Salih Dikbas
Ms. Diane Gonzalez
Mr. Mekan Muhammedov

CEO & Superintendent:
Mr. Alfredo Rubalcava

Directors Present
D. Gonzalez (remote), M. Muhammedov (remote), S. Covarrubias (remote), S. Dikbas (remote), U. Yapanel (remote)

Directors Absent
None

Directors who arrived after the meeting opened
M. Muhammedov

Directors who left before the meeting adjourned
M. Muhammedov

I. Opening Items

A. Call the Meeting to Order

S. Covarrubias called a meeting of the board of directors of Magnolia Public Schools to order on Thursday Sep 9, 2021 at 6:07 PM.

B. Record Attendance and Guests

Refer to attendance information stated above.

C. Approval of Agenda

U. Yapanel made a motion to approve the agenda as presented.
D. Gonzalez seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Dikbas	Aye
D. Gonzalez	Aye
U. Yapanel	Aye
S. Covarrubias	Aye
M. Muhammedov	Absent

D. Public Comments

No public comments were given at this time.

E. Announcements from CEO & Superintendent and Board Members

A.Rubalcava, CEO & Superintendent, announced that he would provide further comments during the presentation of the items in the agenda. A video from Magnolia Science Academy-6 was showcased. It was announced that S.Orazov would be departing from Magnolia Public Schools and would no longer serve as the Chief Financial Officer. H.Ciftci, was introduced as the Interim Chief Financial Officer. Staff and Board thanked S.Orazov for his commitment to Magnolia Public Schools.

F. Approval of Minutes from MPS Regular Board Meeting - August 10, 2021

D. Gonzalez made a motion to approve the minutes from Regular Board Meeting on 08-10-21.

U. Yapanel seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Dikbas	Aye
D. Gonzalez	Aye
S. Covarrubias	Aye
U. Yapanel	Aye
M. Muhammedov	Absent

G. Approval of Minutes from MPS Regular Board Meeting - August 12, 2021

D. Gonzalez made a motion to approve the minutes from Regular Board Meeting on 08-12-21.
U. Yapanel seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Muhammedov	Absent
D. Gonzalez	Aye
S. Dikbas	Aye
U. Yapanel	Aye
S. Covarrubias	Aye

H. Approval of Minutes from MPS Special Board Meeting - August 19, 2021

D. Gonzalez made a motion to approve the minutes from Special Board Meeting on 08-19-21.
U. Yapanel seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

U. Yapanel	Aye
S. Covarrubias	Aye
M. Muhammedov	Absent
D. Gonzalez	Aye
S. Dikbas	Aye

II. Closed Session

A. Public Announcement of Closed Session

S.Covarrubias announced that the Board would be going into Closed Session to discuss conference with legal counsel-anticipated litigation and public employment and would report out any actions taken.

B. Conference with Legal Counsel - Anticipated Litigation §54956.9(b): 1 case

This item was discussed in Closed Session.

M. Muhammedov arrived at 6:29 PM.

C. Public Employment (§ 54957)

This item was discussed in Closed Session.

D. Report Out of Closed Session

S.Covarrubias announced in Open Session at 6:41pm that the Board instructed staff to follow-up on several items.

III. Consent Items

A. Approval of Revised Home Visit Policy

S. Covarrubias made a motion to approve the revised Magnolia Public Schools Home Visit Policy.
M. Muhammedov seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Gonzalez	Aye
S. Covarrubias	Aye
S. Dikbas	Aye
U. Yapanel	Aye
M. Muhammedov	Aye

B. Approval of Revised Certification of Signatures Form for Charter School Funds Distribution Authorization

S. Covarrubias made a motion to approve the revised 2021-22 Certification of Signatures Form for Charter School Funds Distribution Authorization. Signatures will be effective September 10, 2021 through June 30, 2022. Signatories will include the CEO & Superintendent, Interim CFO, COO and MPS Board Members.
M. Muhammedov seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Covarrubias	Aye
D. Gonzalez	Aye
S. Dikbas	Aye
U. Yapanel	Aye
M. Muhammedov	Aye

IV. Discussion/Information Items

A. Academic Update

E.Acar, Chief Academic Officer and the Academic Department staff presented comprehensive academic updates which included school openings, upcoming events and activities, Independent Study, support to students and average daily attendance data. Board Members questions were addressed by staff. U.Yapanel, Vice-Chair, recognized College Counselors, teachers and staff for the continued work and support to students.
M. Muhammedov left at 7:06 PM.

B. Enrollment Update

B.Lopez, Chief External Officer presented the current and projected enrollment numbers for all MPS school sites including Independent Study enrollment tracker. The Accountability Department alongside the MPS school site office staff update the enrollment tracker. The recruitment strategies plan was presented to introduce the steps on engaging and reaching out to families. Board Members questions were addressed by staff.
M. Muhammedov arrived at 7:23 PM.

C. Human Resources Update

D.Hajmeirza, Director of Human Resources provided staffing data information for the 2021 school year. Updates included school site and MERF retention rates, turn over data and mandatory trainings required for all and specific staff members. Board Members questions were addressed by staff.

D. Update on Shade Structure Project for Magnolia Science Academy-1 High School Building

The Audit/Facilities Committee were given this update on the September 8, 2021 meeting. M.Sahin, MPS Project Manager presented the completion of the Magnolia Science Academy-1 shade structure. Visuals were shown to the Board and public. Board Members questions were addressed by staff.

V. Action Items

A. Approval of 2020-21 Unaudited Actuals

H.Ciftci, Interim Chief Financial Officer and Matthew from Delta Managed Solutions (DMS), detailed the 2020/2021 unaudited actuals for all school sites and MERF which represent the complete prior fiscal year's financial activities following all year-end closing activities. The fiscal condition of the organization was provided. Board Members questions were addressed by staff.
M. Muhammedov made a motion to approve of the FY 2020/2021 Unaudited Actuals Report for Magnolia Public Schools.
U. Yapanel seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Dikbas	Aye
U. Yapanel	Aye
S. Covarrubias	Aye
D. Gonzalez	Aye
M. Muhammedov	Aye

B. Approval of Updated MPS Health and Safety Policy and Injury and Illness Prevention Program (“IIPP”) COVID-19 Addendum

D.Hajmeirza, Director of Human Resources provided updates to the Health & Safety Policy and IIPP COVID-19 Addendum based on the most recent county and California Department of Public Health guidance. Young, Minney & Corr, LLP updated the policy to conform to the standards and practices in the latest guidance. Visiting school sites procedures would be shared to the Board. Board Members questions were addressed by staff.

D. Gonzalez made a motion to the updated MPS Health & Safety Policy alongside the Injury and Illness Prevention Program (“IIPP”) COVID-19 addendum.

U. Yapanel seconded the motion.

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

Roll Call

M. Muhammedov	Aye
S. Dikbas	Aye
U. Yapanel	Aye
D. Gonzalez	Aye
S. Covarrubias	Aye

C. Approval of the Receipt of the Arts Ed Collective - Advancement Matching Grant

I.Soto, Director of Development and Communications congratulated Magnolia Science Academy-3 specifically R.Thomas, Dean of Students for securing a grant for their school. The Arts Ed Collective-Advancement Grant has been received by Magnolia for the past few years. The grant would allow MPS to move forward the Arts Teacher on Special Assignment (TOSA) in alignment with MPS strategic arts plan. The grant would involve coaching for Arts TOSA's and training to continue the sustainability of the Art Leads program.

U. Yapanel made a motion to approve and accept the receipt of the Arts Ed Collective - Advancement Matching Grant for Magnolia Public Schools in the amount of $14,400.

D. Gonzalez seconded the motion.

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

Roll Call

S. Covarrubias	Aye
M. Muhammedov	Aye
S. Dikbas	Aye
D. Gonzalez	Aye

Roll Call

U. Yapanel	Aye

D. Approval of Procopio as a Legal Services Provider

P.Ontiveros, General Counsel & Director of Facilities presented the recommended approval of Procopio as an additional legal services provider for employment law matters in response to the need from the Human Resources Department. Board Members questions were addressed by staff.
U. Yapanel made a motion to approve Procopio, a national law firm with offices in Los Angeles and with a charter school practice, to provide services to MPS and its schools as the need may arise.
D. Gonzalez seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Gonzalez	Aye
S. Dikbas	Aye
M. Muhammedov	Aye
S. Covarrubias	Aye
U. Yapanel	Aye

E. Approval for Pacific Charter School Development to serve as a partner on the MSA-7 Expansion Project

The item was presented in the Audit/Facilities Committee meeting on September 8, 2021. M.Muhammedov, Board Member & Chair for the Audit/Facilities Committee reported on the Magnolia Science Academy-7 expansion project. Board Members questions were addressed by staff.
M. Muhammedov made a motion to approve the selection of Pacific Charter School Development, Inc. (“PCSD”), a California non-profit public benefit corporation, to provide certain project management services for the expansion of enrollment at MSA-7 and related entitlement and construction phases for a total cost not to exceed $138,000 and further approves 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.
D. Gonzalez seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Covarrubias	Aye
D. Gonzalez	Aye
M. Muhammedov	Aye
U. Yapanel	Aye
S. Dikbas	Aye

F.

Approval of Wall Construction at Magnolia Science Academy-1 and Selection of Vendor

The item was presented in the Audit/Facilities Committee meeting on September 8, 2021. M.Muhammedov, Board Member & Chair for the Audit/Facilities Committee reported on the Magnolia Science Academy-1 site improvement project proto II type wall. Board Members questions were addressed by staff.
M. Muhammedov made a motion to approve (1) the selection of ISAAC-BODNER CONSTRUCTION for the proto type II wall construction that is a part of the Magnolia Science Academy—1 (“MSA 1”) middle school parking lot site improvement project (the “Project”) and to spend up to $76,900 on said project and (2) the execution of a contract that Staff may negotiate with such vendor.
U. Yapanel seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Gonzalez	Aye
S. Covarrubias	Aye
S. Dikbas	Aye
U. Yapanel	Aye
M. Muhammedov	Aye

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 8:44 PM.

Respectfully Submitted,
S. Covarrubias