APPROVED

Magnolia Public Schools

Minutes

Regular Board Meeting

Date and Time
Thursday January 20, 2022 at 6:00 PM

Location
https://zoom.us/j/97856064990?pwd=MHhBZCtGT0xEMlZpNEZQZVJ3RDBPZz09
Meeting ID: 978 5606 4990 **Passcode:** 021250
One tap mobile: +16699009128,,97856064990# 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)

Directors Absent
U. Yapanel

Directors who arrived after the meeting opened

S. Dikbas

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 Jan 20, 2022 at 6:03 PM.

B. Record Attendance and Guests

Refer to attendance information stated above.

C. Approval of Agenda

S. Covarrubias made a motion to approve the agenda as presented.
M. Muhammedov seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

D. Public Comments

No public comments were made at this time.

E. Announcements from CEO & Superintendent and Board Members

There were no announcements made from the CEO & Superintendent and Committee Members.

F. Approval of Minutes from MPS Regular Board Meeting - November 18, 2021

S. Covarrubias made a motion to approve the minutes from Regular Board Meeting on 11-18-21.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

G.

Approval of Minutes from MPS Regular Board Meeting - December 2, 2021

S. Covarrubias made a motion to approve the minutes from Regular Board Meeting on 12-02-21.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

H. Approval of Minutes from MPS Regular Board Meeting - December 9, 2021

S. Covarrubias made a motion to approve the minutes from Regular Board Meeting on 12-09-21.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

I. Approval of Minutes from MPS Regular Board Meeting - December 16, 2021

S. Covarrubias made a motion to approve the minutes from Regular Board Meeting on 12-16-21.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

J. Approval of Minutes from MPS Special Board Meeting - December 21, 2021

S. Covarrubias made a motion to approve the minutes from Special Board Meeting on 12-21-21.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

K. Approval of Minutes from MPS Special Board Meeting - January 13, 2022

S. Covarrubias made a motion to approve the minutes from Special Board Meeting on 01-13-22.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

II. Consent Items

A. Approval of School Accountability Report Cards (SARC) for all MPS

S. Covarrubias made a motion to approve the School Accountability Report Cards (SARC) for all MPS.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

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

S. Dikbas arrived at 6:10 PM.
M. Muhammedov made a motion to approve the revised 2021-22 Certification of Signatures Form for Charter School Funds Distribution Authorization. Signatures will be effective January 21, 2022 through June 30, 2022. Signatories will include the CEO & Superintendent, Chief Financial Officer, Chief Operations Officer and MPS Board Members.
S. Covarrubias seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
S. Dikbas	No
M. Muhammedov	No
D. Gonzalez	No
U. Yapanel	Absent
S. Covarrubias	No

III. Action Items

A. Board Approval of Findings to Conduct Virtual Meetings Pursuant to AB 361/Government Code Section 54953

MPS Board of Directors discussed and reconsidered the circumstances of the State of Emergency related to COVID-19 in which meeting in person can directly impact the ability of the Board and public to meet safely. As such, local officials are still continuing to recommend measures to promote social distancing. Staff addressed questions made by the Board.
S. Dikbas made a motion to adopt the findings relating to the ability of the Board to conduct meetings due to teleconference during the State of Emergency, in reference to AB 361/Government Code Section 54953.
S. Covarrubias seconded the motion.
The board **VOTED** to approve the motion.

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

B. Approval of 2021-2022 Employee Handbook

S.Acar, Chief Operations Officer, presented the change to the employee handbook to include the new laws adopted in California which expands the right of employees to take leave under the California Family Rights Act which became effective January 1, 2022. Board Members questions were addressed by staff.
S. Covarrubias made a motion to approve the revisions to the 2021-22 Employee Handbook based on new changes in law.
S. Dikbas seconded the motion.
The board **VOTED** to approve the motion.

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

C. Approval of Laboratory Equipment and Science/STEAM Supplies RFP

E.Acar, Chief Academic Officer, presented to Board the opportunity to furnish and equip science classrooms/STEAM classrooms with materials and supplies that were in need. MPS science teachers worked collaboratively to respond to their needs and requests to better provide for the students. RFP's were presented. Discounts were provided by two vendors whom are well established in providing materials and supplies with great discounts. E.Acar, proposed to add the two vendors to the approved vendor list for future cases when the need arises.
M. Muhammedov made a motion to approve the vendors School Specialty LLC and Fisher Science Education to be added to the Preferred Vendors list previously approved by the MPS Board to provide materials and goods to all Magnolia Schools.
S. Dikbas seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

D. Approval of Written Finding Per Executive Order N-3-22

N-3-22 was announced by Governor Newsom on January 11, 2022 which would give temporary staffing flexibility in maintaining in-person services for students despite staffing shortages caused by the rise in COVID-19 cases. S.Acar, Chief Operations Officer, further explained that the written finding letter will be sent to MPS's authorizers and will be made available to the public upon request.
M. Muhammedov made a motion to approve the written finding per the Executive Order N-3-22.
S. Covarrubias seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

E. Approval of 2020-21 Annual Audit Report

This item was presented to the Finance Committee & Audit/Facilities Committee. S.Budhraja, Chief Financial Officer, presented the 2020-21 annual audit. S.Gustaffsson from Eide Bailly also provided context regarding the audit. Report encompassed financials, number of students in total and per school site, money that was received and

spent, instructional minutes, compensation. There were no reconciliations of fund balances. MPS received an unmodified opinion which entailed that the financials were fair and accurate. Entitlement money was spent properly, and there were no federal findings to the report. Internal controls were appropriate and the recommendations made in 2019-20 regarding internal controls was acted upon. Committee members had no questions regarding this item.
S. Covarrubias made a motion to approve the annual Independent Audit Report for the fiscal year 2020-21 of the consolidated audit covering all ten (10) schools and the Home Office.
S. Dikbas seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

F. Approval of Prop 39 Over-Allocation Cost Payment From Reserve Funds

S.Budhraja, Chief Financial Officer, presented the fees charged by LAUSD in accordance with Prop 39 as it related to facilities. Fees for the year was $141,185.46 for MSA-3 and $79,711.60 for MSA-4. MPS is set to make the payment by February 1, 2022 in accordance with LAUSD.
D. Gonzalez made a motion to approve and authorize MPS Staff to pay to the LAUSD over-allocation fees in the total amount of $220,897.06 consisting of $141,185.46 for MSA-3, and $79,711.60 for MSA-4, as set forth below. The fees will be paid from each school's long term reserves.
M. Muhammedov seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

G. Approval of Procurement of Antigen Rapid Test Kits for MSA School Sites and Home Office

S.Budhraja, Chief Financial Officer, presented to the Board the current state of school site testing because of the growth of the COVID-19 variant. To accommodate the influx of tests MPS reached out to vendors and identified one that can provide 5,000 test kits to meet the needs of this demand and provide time until schools are given test kits from government agencies. J.Hook, Health & Safety liaison, provided context with the changes

made to the Health & Safety Policy in which allows MPS to use antigen tests more frequently. The vendor provides tests that are on the FDA approved lists. Antigen tests are permissible as long as they are FDA approved. This would allow staff to test efficiently and effectively to ensure students are able to return to the classrooms and to ensure the safety of everyone. The Emergency Relief Funds (ESSER) would be used for this expense. Public comments and Board Members questions were addressed by staff and clarified it is IHEALTH Home COVID-19 Antigen Rapid Tests.

M. Muhammedov made a motion to approve the purchase of 5,000 Antigen Covid - 19 Rapid Test Kits from Aotek Inc at a cost of $21.00 per box, each box containing 2 kits. After careful evaluation of multiple vendors, staff has determined that these kits provide the best option for tests at the most affordable price. The total cost includes 5,000 test kits, sales tax and delivery fees. These supplies are critical given the current Covid–19 omnivariant and the need to protect all staff, students and others.
S. Dikbas seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

H. Approval of Adoption of State Disability Insurance (SDI) Account for MSA-1

S.Budhraja, Chief Financial Officer, presented the resolution to approve the State Disability Insurance (SDI) account for MSA-1. Back during the schools inception it was created under a different program. MPS Finance team identified that MSA-1 had a different set-up from other MSA schools. To comply with the California Employment Development guidelines, the resolution would ensure to bring MSA-1 in accordance with all other MSA school sites. Board Members questions were addressed by staff.
S. Covarrubias made a motion to approve the establishment of a State Disability Insurance (SDI) account for MSA-1 transitioning from the school`s private tax-rated account to School Employee Fund (SEF) as advised by the California Employment Development Department (EDD).
S. Dikbas seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

IV. 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 6:46 PM.

Respectfully Submitted,
S. Covarrubias