APPROVED

Magnolia Public Schools

Minutes

Finance Committee Meeting

Date and Time
Wednesday April 6, 2022 at 5:30 PM

Location
https://zoom.us/j/93360447184?pwd=NDMyNVBHUWdCN0cyNTQwSHZMeThSUT09

Meeting ID: 933 6044 7184 **Passcode:** 252694
One tap mobile: +16699009128,,93360447184# US (San Jose)

Finance Committee Members:
Dr. Salih Dikbas, Chair
Mr. Mekan Muhammedov
Dr. Umit Yapanel (alternate)

CEO and Superintendent:
Mr. Alfredo Rubalcava

Committee Members Present
M. Muhammedov (remote), S. Dikbas (remote)

Committee Members Absent
None

I. Opening Items

A.

Call the Meeting to Order

S. Dikbas called a meeting of the Finance Committee of Magnolia Public Schools to order on Wednesday Apr 6, 2022 at 5:38 PM.

B. Record Attendance and Guests

Refer to attendance information recorded above.

C. Approval of Agenda

M. Muhammedov made a motion to approve the amended agenda to reflect the removal of II A:.
S. Dikbas seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

M. Muhammedov	Aye
S. Dikbas	Aye

D. Public Comments

No public comments were given at this time.

E. Approval of Minutes from MPS Finance Committee Meeting- February 10, 2022

M. Muhammedov made a motion to approve the minutes from Finance Committee Meeting on 02-10-22.
S. Dikbas seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

S. Dikbas	Aye
M. Muhammedov	Aye

II. Information/Discussion Items

A. Home Office Compensation, Salary Bands & Job Titles Revisions

This item was removed during the approval of agenda.

B. MPS School Site Classified Employees' Pay Raise Schedule for 2022-23

S.Acar, Chief Operations Officer, shared all the classified positions at MPS and their current salaries as well as the proposed salary rate. He added that salary increases are tied to employee evaluations which he explained the tools and process of how the evaluations are conducted. Supervisors meet with employees to set goals, conduct a mid-year evaluation and the final evaluation meeting. S.Budhraja went over the financials for each school site and home office and added context on ADA and future spending. He also added that the PPP Loans were forgiven. Committee Members made a

recommendation to look back at the scale to ensure fairness. Committee members questions were addressed by staff.

C. 2022-23 Employee Pay Raise Scale for Full-Time Teaching Positions & Non-Classroom Based Academic ("NCBA") Positions & School Leaders

S.Budhraja, Chief Financial Officer, provided analysis on the base increases which included ADA, revenues and expenditures for each school site for their projected July budget for 2022-23. He shared financials, one time funding and contingency plans that were created. Other CMO's and districts compensation packages went into created MPS compensation package. S.Acar, Chief Operations Officer, described the process and the base increases that were proposed. Human Resources Department updated the Committee on the annual and one time assignments.

III. Recommended Action Items

A. Approval of Magnolia Public Schools Fiscal Policies and Procedures Manuel for 2021-2022

S.Budhraja, Chief Financial Officer, updated the Committee on the updates to the fiscal policies and procedures manual. He added that this is to ensure effectiveness of the whole organization and that this will be shared and implemented at each school site. Ensure the practice of a smoother financial operations. Committee Members questions were addressed by staff.
M. Muhammedov made a motion to approve the following revisions to the MPS Fiscal Policy and Procedures Manual; G&A103, G&A113, G&A115, G&A118, G&A121, CSH101, CSH104, CSH107, CSH111, INV101, PUR101, PUR102, PUR104 and PUR106 for the 2021/2022 year and furthermore, for the Finance Committee to recommend approval to the full Board.
S. Dikbas seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call	
M. Muhammedov	Aye
S. Dikbas	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. Dikbas