APPROVED

Magnolia Public Schools

Minutes

Regular Board Meeting

Date and Time
Thursday September 8, 2022 at 5:30 PM

Location
https://zoom.us/j/97856064990?pwd=MHhBZCtGT0xEMlZpNEZQZVJ3RDBPZz09

Meeting ID: 978 5606 4990 **Passcode:** 021250
One tap mobile: +16694449171,,97856064990# US
+16699009128,,97856064990# US (San Jose)

Board Members:
Mr. Mekan Muhammedov, Chair
Ms. Sandra Covarrubias, Vice-Chair
Dr. Umit Yapanel
Dr. Salih Dikbas
Ms. Diane Gonzalez
Mr. Daniel Sheehan
Mrs. Esra Eldem Tunc

CEO & Superintendent:
Mr. Alfredo Rubalcava

Directors Present
D. Gonzalez (remote), D. Sheehan (remote), E. Eldem Tunc (remote), M. Muhammedov (remote), U. Yapanel (remote)

Directors Absent
S. Covarrubias, S. Dikbas

I. Opening Items

A. Call the Meeting to Order

M. Muhammedov called a meeting of the board of directors of Magnolia Public Schools to order on Thursday Sep 8, 2022 at 5:35 PM.

B. Record Attendance and Guests

Refer to attendance information recorded above.

C. Approval of Agenda

D. Gonzalez 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	Absent
S. Dikbas	Absent
D. Sheehan	Aye
M. Muhammedov	Aye
E. Eldem Tunc	Aye
D. Gonzalez	Aye
U. Yapanel	Aye

D. Public Comments

B.Lopez, Chief External Officer, acknowledged Magnolia Science Academy-2 for being a recipient to a prestigious grant opportunity totaling $40,000 regarding conflict resolution practices and overcoming barriers. She mentioned that MSA-2 is one of two total recipients. This will be in partnership with the Los Angeles Institute for Restorative Practices and 24th Street Theater. J.Hernandez, Director of Student Services, congratulated all MSA schools in their long efforts of implementing PBIS and added that last year they applied for recognition. The following schools that received bronze recognition was MSA-1,3,7, and Bell. The following schools that received silver recognition was MSA-Santa Ana,2,4,5,6 and San Diego.

E. Announcements from CEO & Superintendent and Board Members

A.Rubalcava, CEO & Superintendent, mentioned that most MSA schools are finalizing their 4th week coming back to campus and MSA-San Diego finalizing their 2nd week. A few principals shared their top highlights so far since coming back to campus.

F. Approval of Minutes from MPS Regular Board Meeting - August 11, 2022

D. Sheehan made a motion to approve the minutes from Regular Board Meeting on 08-11-22.
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	Absent
D. Sheehan	Aye
E. Eldem Tunc	Aye
S. Dikbas	Absent

G. Approval of Minutes from MPS Regular Board Meeting - August 30, 2022

D. Sheehan made a motion to approve the minutes from Regular Board Meeting on 08-30-22.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

D. Gonzalez	Aye
S. Covarrubias	Absent
M. Muhammedov	Aye
E. Eldem Tunc	Aye
U. Yapanel	Absent
D. Sheehan	Aye
S. Dikbas	Absent

II. Information/Discussion Items

A. BoardOnTrack Training

The Board was given a training on the features provided on BoardOnTrack which is the system Magnolia Public Schools uses for board meetings, board & CEO evaluations, board composition, goals, committee composition and trainings. Yuna Shin, BoardOnTrack representative, provided a run-through of the platform and the resources board members can use to implement stronger procedures at the board level.

B. Magnolia Public Schools Annual Authorizer Oversight Reports

D.Yilmaz, Chief Accountability Officer, went over the authorizer oversight reports received and how Magnolia Science Academy schools performed for each authorizer. San Diego Unified authorizer report is still pending for MSA-San Diego and will be received by the end of September and will be taken to the board at a later date. Recently received was

from schools MSA-1,2,3 and 5 from the Los Angeles County Office of Education (LACOE). Fiscal section is pending finalizing, but received were Governance and Instructional Program Overview. A.Rubalcava, CEO & Superintendent, thanked David Downing, LACOE charter school representative, for his work and guidance over the last 5 years and who will be retiring and welcomed Duncan McCulloch who is the newly representative. J.Lara, Executive Assistance & Board Secretary, went over the Governance portion of the oversight report and the feedback that was provided. D.Yilmaz, went over the Instructional Program Overview section.

C. Human Resources Updates

D.Hajmeirza, Human Resources Director, went over the data collected on school staffing including, retention rates, hires and turnovers. She presented new data along with old data to see the comparison and history. She also went over CALSAAS, which is the monitoring system used to ensure that teachers have appropriate teaching credentials and are assigned to their appropriate courses. Human Resources Department ensures the compliancy on that front. She went over the mandatory trainings that staff must complete and the data of completion and the current job postings as of recent.

D. Enrollment Update

B.Lopez, Chief External Officer, provided an update on the current enrollment numbers for this school year. She went over the numbers shared on the report and any changes from those numbers after the report was made public. She shared the target enrollments for each school site, applications in the pipeline and current enrollments as of September 1st. She went over the enrollment trends across the state. She also went over enrollment data for each school site. Some principals shared promising practices of what is being implemented to reach target enrollment goal. Board Members thanked the staff for following up on enrollments and their continuation with improving practices to reach the goal.

III. Consent Items

A. Approval of ASES Agreement for MSA-San Diego

M. Muhammedov made a motion to grant approval to Alfredo Rubalcava, CEO and Superintendent of Magnolia Public Schools, to sign the Memorandum of Agreement (MOA) for MSA-San Diego Afterschool ASES Program with YMCA of San Diego County (YMCA) and the MOA with San Diego County Office of Education (SDCOE).
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

D. Gonzalez	Aye
S. Covarrubias	Absent
M. Muhammedov	Aye
E. Eldem Tunc	Aye

Roll Call

D. Sheehan	Aye
U. Yapanel	Aye
S. Dikbas	Absent

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

D. Sheehan made a motion to approve 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** to approve the motion.

Roll Call

E. Eldem Tunc	Aye
M. Muhammedov	Absent
D. Gonzalez	Aye
S. Covarrubias	Absent
U. Yapanel	Aye
D. Sheehan	Aye
S. Dikbas	Absent

C. Approval of Revised Educational Records and Student Information Policy

D. Sheehan made a motion to approve the Revised Educational Records and Student Information Policy.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

U. Yapanel	Aye
S. Dikbas	Absent
S. Covarrubias	Absent
D. Gonzalez	Aye
M. Muhammedov	Aye
E. Eldem Tunc	Aye
D. Sheehan	Aye

D. Approval of Record Retention and Disposal Policy

U. Yapanel made a motion to approve the Record Retention and Disposal Policy.
M. Muhammedov seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. Covarrubias	Absent
E. Eldem Tunc	Aye
U. Yapanel	Aye
D. Sheehan	Aye

Roll Call

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

E. Approval of Revised MPS Attendance Policy

M. Muhammedov made a motion to approve the revised Magnolia Public Schools Attendance Policy.
D. Sheehan seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

D. Gonzalez	Aye
S. Dikbas	Absent
D. Sheehan	Aye
U. Yapanel	Aye
E. Eldem Tunc	Aye
M. Muhammedov	Aye
S. Covarrubias	Absent

F. Approval of Revised MPS Home Visit Policy

D. Gonzalez made a motion to approve the revised Magnolia Public Schools Home Visit Policy.
U. Yapanel seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

D. Sheehan	Aye
M. Muhammedov	Aye
U. Yapanel	Aye
E. Eldem Tunc	Aye
S. Covarrubias	Absent
S. Dikbas	Absent
D. Gonzalez	Aye

G. Approval of Revised 2022-23 Student/Parent Handbook

D. Sheehan made a motion to approve the Revised Magnolia Public Schools 2022-23 Student/Parent Handbook.
M. Muhammedov seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

D. Gonzalez	Aye
M. Muhammedov	Aye
D. Sheehan	Aye
S. Dikbas	Absent

Roll Call

S. Covarrubias	Absent
E. Eldem Tunc	Aye
U. Yapanel	Aye

IV. Action Items

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

The Board 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 in addition to the all standing Board Committees (Finance, Audit/Facilities, Academic, Stakeholder and Development & Nominating/Governance Committees) and public to meet safely. As such, local officials are still continuing to recommend measures to promote social distancing.
D. Gonzalez made a motion to adopt the findings relating to the ability of the MPS Board and all MPS Committees to conduct meetings due to teleconference during the State of Emergency, in reference to AB 361/Government Code Section 54953.
D. Sheehan seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

U. Yapanel	Aye
E. Eldem Tunc	Aye
D. Gonzalez	Aye
D. Sheehan	Aye
S. Dikbas	Absent
M. Muhammedov	Aye
S. Covarrubias	Absent

B. Renewal of One MPS Board Membership

A.Rubalcava, CEO & Superintendent, spoke positively of Dr. Umit Yapanel for his long tenured commitment and continuous guidance and support as part of the Board for Magnolia Public Schools (MPS). He added that his guidance helped him greatly and welcomes him to continue his tenure. U.Yapanel, shared his experience as a Board Member so far and welcomes another term if the Board votes for it. He thanked the staff for working together for the past couple years and wishes for more success and growth. Board Members shared their appreciation for his valuable contributions to the organization and their pleasure in working side-by-side.
M. Muhammedov made a motion to approve the membership renewal for Dr. Umit Yapanel for a 5-year term beginning October 12, 2022 through October 11, 2027.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. Dikbas	Absent

Roll Call

M. Muhammedov	Aye
U. Yapanel	Abstain
D. Gonzalez	Aye
E. Eldem Tunc	Aye
D. Sheehan	Aye
S. Covarrubias	Absent

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

B.Lopez, Chief External Officer, presented this opportunity of the Arts Ed Collective matching grant. This is the 4th year of receiving this grant and as part of the process when accepting, the board will need to approve. She added that this grant supports the integration work that MPS has done in bringing the arts to the schools in the form of professional development to schools leaders and the creation of the TOSA program and that arts lead opportunity. She mentioned that this year grant will support getting a Arts Coordinator to serve across MPS to continue to work on arts integration across the schools and update MPS strategic plan. W.Gray, Director of Educational Services, will support this project along with E.Acar, Chief Academic Officer.

D. Sheehan 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 $25,000.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

D. Gonzalez	Aye
S. Covarrubias	Absent
M. Muhammedov	Aye
U. Yapanel	Aye
E. Eldem Tunc	Aye
D. Sheehan	Aye
S. Dikbas	Absent

D. Approval of EL Master Plan

K.Mann, Director of EL & ELA Programs, presented this annual item in which each year they review English Learners programs and the master plan through a survey conducted every spring where they gather feedback from school leaders and the recommendations from the Los Angeles County Office of Education (LACOE) Multilingual Academic Programs Unit. She added that those recommendations inform updates or changes to the EL Master Plan. She detailed the reclassification change in which it impacts all schools.
D. Sheehan made a motion to approve the updated EL Master Plan.
E. Eldem Tunc seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

E. Eldem Tunc	Aye
U. Yapanel	Aye
S. Covarrubias	Absent
D. Sheehan	Aye
M. Muhammedov	Aye
D. Gonzalez	Aye
S. Dikbas	Absent

E. Approval of 2021-22 Unaudited Actuals

Presented at the last Finance Committee Meeting, in which the Committee recommended this item for full board approval. S.Budhraja, Chief Financial Officer, went over the year-end snapshot of 2021-22. He provided an overview of the budget process. He went over the highlights, revenue sources and amounts, net surplus and the impacts of enrollment. He also detailed the year to date actuals by school site and home office (MERF) for 2021-22. Board Members questions were addressed and clarified by staff and S.Budhraja mentioned that they work collaboratively with DMS.

M. Muhammedov made a motion to approve of the FY 2021/2022 Unaudited Actuals Report for Magnolia Public Schools.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

M. Muhammedov	Aye
U. Yapanel	Aye
E. Eldem Tunc	Aye
D. Gonzalez	Aye
D. Sheehan	Aye
S. Dikbas	Absent
S. Covarrubias	Absent

F. Approval of ERC Funding Agreement & Engagement with CFOMW Tax, LLC

Item was presented at the last Finance Committee Meeting, in which the Committee recommended this item for full board approval. S.Budhraja, Chief Financial Officer, explained that this is an employer retention tax credit that was part of the CARES Act of 2020 during the pandemic rewarding business being able to retain employees. He added that currently they don't have an exact amount of how much they will receive from this tax credit. He went over the service fee agreement and engagement provided by CFOMW Tax, LLC. M.Muhammedov, Board Member, provided his perspective from the Finance Committee meeting conversation. Board Members questions were clarified by staff. This firm has worked with previous charter schools.
M. Muhammedov made a motion to approve the contract to file a refund claim under the Employee Retention Tax Credit, per 26 U.S.C. § 3134.

E. Eldem Tunc seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

E. Eldem Tunc	Aye
D. Sheehan	Aye
M. Muhammedov	Aye
S. Covarrubias	Absent
D. Gonzalez	Aye
U. Yapanel	Aye
S. Dikbas	Absent

V. 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 7:55 PM.

Respectfully Submitted,
M. Muhammedov