APPROVED

Magnolia Public Schools

Minutes

Regular Board Meeting

Date and Time
Thursday October 12, 2023 at 7:30 PM

Location
Home Office: 250 E. 1st Street, Suite 1500, Los Angeles, CA 90012

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

Student Board Member:
Melissa De La Rosa Aparicio

CEO & Superintendent:
Mr. Alfredo Rubalcava

Directors Present
E. Eldem Tunc (remote), M. Muhammedov, S. Covarrubias, S. Dikbas (remote), U. Yapanel

Directors Absent
D. Gonzalez

Guests Present
J. Lara

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 Oct 12, 2023 at 7:49 PM.

B. Pledge of Allegiance

Board, staff and guests conducted the pledge of allegiance.

C. Record Attendance and Guests

Refer to attendance information recorded above.

Verbal announcement was made of the teleconferencing location E. Eldem-Tunc, Board Member, was taking the meeting which was in 1407 W Glenoaks Blvd., Glendale CA 91201. Announcement was made that the Student Board Member would be absent from this meeting.

D. Approval of Agenda

U. Yapanel made a motion to approve the amended agenda with the removal of Action Item IV C.
S. Covarrubias seconded the motion.
P. Ontiveros, General Counsel & Director of Facilities, reported that staff would still be conducting its due diligence on the matter and would return this item to the Board for approval at a later Board Meeting.
The board **VOTED** to approve the motion.

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

E. Public Comments

No public comments were made at this time.

F. Announcements

A. Rubalcava, CEO & Superintendent, reported that the Student Board Member absence was due to an academic related field trip. He also announced the departure of Mr. Daniel Sheehan from the Board of Directors and thanked him for his service during his time on the Board and that he will remain in communications for any future partnership. He also announced that M. Muhammedov, Board Chair, was invited by the San Diego Unified Charter School Division to attend a Charter School Board Member panel. He would be attending on October 18th to represent Magnolia Public Schools and share promising practices with others. It was also announced that more time was needed for the MSA-5 capital project. An ask was made to the Board to reserve time for a Special Board Meeting on November 2nd. The Board Secretary would follow-up for details if the meeting will happen. He also announced that on November 9th, the Academic Committee will receive high level academic related information. Lastly, he congratulated MSA-San Diego for being a recipient of the Facilities Planning Grant which they were awarded $50,000.

G. Approval of Minutes from MPS Regular Board Meeting - September 14, 2023

S. Covarrubias made a motion to approve the minutes from Regular Board Meeting on 09-14-23.
U. Yapanel seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

II. Consent Items

A. Approval of Updated MPS Health & Safety Policy

U. Yapanel made a motion to approve the updated MPS Health & Safety Policy.
S. Covarrubias seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

B. Approval of 2023-24 Compliance Monitoring and Certification of Board Compliance Review for MSA-Santa Ana

U. Yapanel made a motion to approve the 2023-24 Compliance Monitoring and Certification of Board Compliance Review for MSA-Santa Ana.
S. Dikbas seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

C. Approval of 2023-24 Compliance Monitoring and Certification of Board Compliance Review for MSA-4, 6, 7, and Bell

U. Yapanel made a motion to approve the 2023-24 Compliance Monitoring and Certification of Board Compliance Review for MSA-4, 6, 7, and Bell.
M. Muhammedov seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

III. Information/Discussion Items

A. Enrollment Update

B. Lopez, Chief External Officer, provided updates regarding census day enrollment numbers. She reported that this years census day numbers had increased from the previous school year. Enrollment numbers were broken down by school site and she went over their current enrollment and their projected enrollment. She also reported on the fiscal impacts of each school site which was in collaboration with the Finance Department lead by S. Budhraja, Chief Financial Officer. She also reported that the Accountability Department tracks specific information to help understand any increase or decrease of enrollment such as, parents looking for specific academic programs for their children, leaving the state, after school programs, and others. Board Members questions were addressed by staff.

IV. Action Items

A. Approval of MSA-3 Administration Plan for 2023-2025

Z. Ocel, Principal at MSA-3, presented the administrational plan to convert the Dean of Academics position to Assistant Principal position. He reported that due to the fiscal stabilization plan, MSA-3 did not fill that position and continued with two (2) Dean of Academics and one (1) Dean of Students. He reported the challenges the school was facing such as academics, ADA and Prop 39 and reported that the Assistant Principal would assist in these demanding tasks as well as coach new teachers to improve staff retention. He reported that the SBAC data had informed them that structural improvements was needed at their school site. A. Rubalcava, CEO & Superintendent, also reported that this was presented to the Leadership team, and was decided that the ask is in the best interest of the school as it goes up for renewal in 2024. Board Members questions were addressed.
S. Covarrubias made a motion to approve the revised MSA-3 Administration Structure and Organizational Chart for 2023-2025.
U. Yapanel seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

B. Approval of Request For Proposal for MSA-Santa Ana ASES Grant After-School Program Subcontract Administration

E. Acar, Chief Academic Officer, reported that this proposal came as a response to MSA-Santa Ana's need for a better after school program to better support the students. His Department supports the Expanded Learning Opportunities Program (ELOP). A. Milteer, ELOP Coordinator, proposed the recommendation of Think Together as the vendor to run MSA-Santa Ana ASES program. He went over the challenges faced at MSA-Santa Ana such as staffing shortage which has made it difficult for the school to continue running the program. He reported that the school has a waitlist of students for the program so the goal would be to increase capacity in the number of students served and the overall quality of the program to support the educational needs of the students. He went over the RFP processes and selection. Board Members questions were addressed by staff.
U. Yapanel made a motion to approve Think Together as the vendor to run MSA-Santa Ana’s After School Education and Safety (ASES) Program for the 2023-24 school year.
M. Muhammedov seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

D. Gonzalez	Absent
M. Muhammedov	Aye
U. Yapanel	Aye

Roll Call

S. Covarrubias	Aye
S. Dikbas	Aye
E. Eldem Tunc	Aye

C. Approval of Construction Manager for MSA-5 CSFP Project at 7111 Winnetka Ave

Removed during the approval of agenda.

D. Approval of Written Determinations and Findings for MSA-5 CSFP Project at 7111 Winnetka Ave

Presented at the Audit & Facilities Committee held on October 12th. The Committee approved for their recommendation to the full Board. M. Muhammedov, Board Chair, reported on the Committee's discussion. P. Ontiveros, General Counsel & Director of Facilities, added that tests were conducted to meet state requirements, and all demonstrate evidence that the site is appropriate for a school. Board Members questions were addressed.
M. Muhammedov made a motion to approve the resolutions attached as Exhibit A for purposes of securing funding of an advanced preliminary apportionment for site acquisition funds for the campus project at 7111 Winnetka Ave (the “Property”) for Magnolia Science Academy-5 (“MSA5”).
U. Yapanel seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

E. Approval of General Contractor for MSA-1 Tenant Improvement Project at 18242 Sherman Way (fka JAM Building)

This item was presented at the Audit & Facilities Committee held on October 12th. The Committee approved for their recommendation to the full Board. M. Muhammedov, Board Chair, reported on the Committee's discussion and recommendation. He reported that he was part of some of the interview's conducted for the general contractor and added there was extensive questioning and thanked the staff for this thorough selection process. The project is expected to finish by May 2024 given that demolition is finished by November 1st. Currently on track to finish the demolition on time. P. Ontiveros, General Counsel & Director of Facilities, went over the RFP process and the Selection Committee that was formed. S. Budhraja, Chief Financial Officer, went over the funding for this project. He reported that they ran an analysis based on the adopted budget factoring in the 2022-23 unaudited actuals and taking a look at preliminary projections. P. Ontiveros introduced C.

Beal, Vice President & Senior Project Manager at EPI Construction. EPI Construction has worked with Charter Schools in the past.
M. Muhammedov made a motion to approve the selection of EPI Construction Inc. (“EPI”) as the general contractor for MSA-1’s tenant improvement project at 18242 Sherman Way (the “Project”) for a total fee of $1,839,853.56, inclusive of the approximately 4% contractor’s contingency ($67,486.60) and a 4% general contractor fee ($67,486.60) and further approve 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.
U. Yapanel seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

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 8:51 PM.

Respectfully Submitted,
M. Muhammedov