APPROVED

Magnolia Public Schools

Minutes

Regular Board Meeting

Date and Time
Thursday December 14, 2023 at 8:00 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
D. Gonzalez, E. Eldem Tunc (remote), M. Muhammedov, U. Yapanel

Directors Absent
S. Covarrubias, S. Dikbas

Guests Present
J. Lara

I. Opening Items

A. Call the Meeting to Order

Stated verbally that the Finance Committee Meeting originally scheduled at 7:20PM was cancelled.
M. Muhammedov called a meeting of the board of directors of Magnolia Public Schools to order on Thursday Dec 14, 2023 at 8:16 PM.

B. Pledge of Allegiance

Board, staff and guests conducted the pledge of allegiance.

C. Record Attendance and Guests

M. De La Rosa, Student Board Member, was marked present for this meeting, joining remote.

D. Approval of Agenda

U. Yapanel made a motion to amend the agenda to start with Action Item IV D then proceeding with the order as listed.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

E. Public Comments

L. Schlottman, Principal at Magnolia Science Academy (MSA)-8, introduced a 8th grade student Issac A. who is a student ambassador and nominee for the Ben Carson Scholarship. Issac A. introduced himself and thanked everyone for a space to participate in the meeting. B. Olandes, Director of Advancement, announced that MPS will be submitting for the Charter Schools Program CMO Competition Grant, a multi million dollar grant, by the end of the month. Staff will be holding a public hearing Friday at 4pm for which parents were informed via ParentSquare to join and participate.

F.

Announcements

A. Rubalcava, CEO & Superintendent, wished everyone a early Happy Holidays as schools approach their start to the winter break. Board Members expressed the same sentiment.

G. Approval of Minutes from MPS Regular Board Meeting - November 9, 2023

U. Yapanel made a motion to approve the minutes from Regular Board Meeting on 11-09-23.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

H. Approval of Minutes from MPS Special Board Meeting - November 30, 2023

U. Yapanel made a motion to approve the minutes from Special Board Meeting on 11-30-23.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

II. Consent Items

A. Approval of Updated 2023-24 Board Meeting Calendar

U. Yapanel made a motion to approve the revised and updated calendar for the 2023-24 Regular MPS Board Meetings.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

U. Yapanel	Aye
S. Covarrubias	Absent
S. Dikbas	Absent

Roll Call

E. Eldem Tunc	Aye
D. Gonzalez	Aye
M. Muhammedov	Aye

III. Information/Discussion Items

A. MPS Annual Authorizer Oversight Reports

D. Yilmaz, Chief Accountability Officer, opened up the oversight visit reports from the Los Angeles County Office of Education (LACOE). Leadership went over the sections of Governance and Instructional Program Review. Staff reported out of areas reported to be doing well and recommendations that the authorizer provided to MPS. Board Members questions were addressed by staff.

B. Projected Enrollment Update for 2024-25

B. Olivares, Chief External Officer, presented the projected enrollment numbers to the Board. Numbers of the enrollment numbers are shared with the principals to get feedback. She added that the benefit for all schools is to identify targeted enrollment projections and plan retention, recruitment, and engagement strategies accordingly to reach targets for enrollment. She went through the projected numbers for each school site. Board Members questions were addressed by staff.

IV. Action Items

A. Approval of First Interim Reports for the 2023-24 Fiscal Year

Stated at the beginning of the meeting, the Finance Committee was cancelled and thus there was no recommended approval from the Committee. S. Budhraja, Chief Financial Officer, went over funding such as the state revenues (Prop 28 Arts and Music Education grant) and one-time state grants. Revenues and expenditures were discussed and he reported the projected cash balance as of June 30, 2024. He went over each school sites expenses, revenue, funding balances, enrollment, and attendance as well as the Home Office (MERF). Board Members questions were addressed by staff including budgets being affected because of low enrollment in certain schools.
M. Muhammedov made a motion to approve the fiscal year 2023-24 first interim budget reports as the most recent revised budget for the 2023-24 fiscal year.
U. Yapanel seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

Roll Call

U. Yapanel	Aye

B. Approval of Resolution to Suspend Performance Pay for Teachers, Non-Classroom Based Academic Positions, and School Leaders in the 2023-24 School Year

F. Del Carpio, Chief People Officer, presented the resolution to suspend performance pay for 2023-24. She stated that by reviewing the information presented by S. Budhraja, Chief Financial Officer, during the First Interim report, MPS is no in a financial state to support performance pay for this year. Performance pay was also frozen back in 2019-2020 & 2021. F. Del Carpio, added that through the creation of a Excellence Committee, that would be used to collaborate with staff across the schools to support staff in other ways. Board Members questions were addressed by staff.
M. Muhammedov made a motion to approve Board Resolution #20231214-01 to suspend performance pay for teachers, non-classroom based academic positions, and school leaders in the 2023-24 school year.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

C. Approval of Magnolia Science Academy-4, 6,7 and 8 Fiscal Benchmarks

S. Budhraja, Chief Financial Officer, presented recommendations on how MPS can improve fiscal processes and systems and what the Finance Department is implementing to meet those recommendations for fiscal organizational improvement.
M. Muhammedov made a motion to approve the actions taken by MPS staff to address Fiscal Benchmarks noted by LAUSD during their last renewal for the above noted MSA schools.
U. Yapanel seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

D.

Approval of New Construction Manager for Magnolia Science Academy-5 Charter School Facility Program Project

Item was discussed during the Audit & Facilities Committee Meeting, and no action for their recommended approval was taken. The Committee voted to continue the conversation at todays Board Meeting. M. Muhammedov, Board Chair and Chair of the Audit & Facilities Committee Meeting opened up the discussion for the selection of a new Construction Manager for the MSA-5 project at 7111 Winnetka Ave. location. Questions brought up related to particular details in the timeline, costs and next steps. A meeting with DSA will be set up and in attendance would be staff, Architect of Record (DLR Group) and the new Construction Manager. Representatives of staffs recommended Construction Manager of choice, Gateway Science and Engineering Inc. was present to provide responses to questions. Scenarios of the construction was reviewed.
M. Muhammedov made a motion to approve the selection of Gateway Science and Engineering Inc. (“GSE”) to provide construction management services for MSA-5’s new construction project at 7111 Winnetka Ave in Winnetka (the “Project”) and deliver the Project under a multi-prime delivery method for a total “all in” construction management fee of $2,182,550.00, inclusive of general conditions, and further approve that MPS Staff be authorized to negotiate and sign a professional services contract, in substantially the form of attached Exhibit A, 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

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

E. Approval of Arts & Music Discretionary Block Grant Plans

E. Acar, Chief Academic Officer & Deputy Superintendent, presented that MPS will be receiving additional funding for arts education through Proposition 28. Funding requires creating expenditure plans and posted publicly on the website. Funding allocations are set to be made available in February 2024. He went over the allocation breakdown for each school sites Prop 28 funds. Schools will receive funding in monthly incremental amounts. The funding will ensure that MPS works towards ensuring that all students have equitable access to high-quality instruction in the Visual and Performing Arts. Board Members questions were addressed by staff.
U. Yapanel made a motion to approve the proposed funding allocations and plans for implementing the Arts and Music in Schools (AMS) initiative for MSA-1, 2, 3, 4,5, 6, 7, 8 Santa Ana and San Diego.
D. Gonzalez seconded the motion.

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

Roll Call

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

F. Approval of Award To Xerox Business Solutions for New & Revolution Office for Like New Options for Copier Lease Needs for MPS Schools for 2023-28

R. Monoshev, Director of IT, presented the RFP process for acquiring a solution to provide options to school sites, depending on budgets, for new or like new copier lease needs. Staff members supported in evaluating the quotes and questions that was raised to ensure that prices were affordable to give the schools the best technology available. Board Members questions were addressed by staff.
U. Yapanel made a motion to approve the award of a contract for (1) Xerox Business Solutions for new and (2) Revolution Office for like new options for copier lease needs for MPS schools for 2023-28. Starting with Magnolia Science Academy—1 (“MSA-1”) copier needs. Furthermore 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** to approve the motion.

Roll Call

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

G. Approval of Updated 2023-24 MPS Employee Handbook

F. Del Carpio, Chief People Officer, presented the changes made in the employee handbook which includes: payroll withholdings and reproductive loss leave.
U. Yapanel made a motion to approve the updated 2023-24 Employee Handbook as presented with an effective date of January 1, 2024.
M. Muhammedov seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

E. Eldem Tunc	Aye
U. Yapanel	Aye
D. Gonzalez	Aye

Roll Call

S. Dikbas	Absent
S. Covarrubias	Absent
M. Muhammedov	Aye

H. Approval of the Substitute Company: Sub Teacher Source (STS)

S. Acar, Chief Operations Officer, presented that MPS is trying to increase the number of substitute teacher companies to be ready for flu season or any possible future pandemic when an increase number of teachers use their sick days. Staff is aiming to increase the number of substitute companies to provide more options for the school sites to utilize if needed. Board Members questions were addressed by staff.
D. Gonzalez made a motion to approve Sub Teacher Source (STS), a Limited Liability Company and to be added to the approved vendor list.
U. Yapanel seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

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 10:43 PM.

Respectfully Submitted,
M. Muhammedov