APPROVED

Magnolia Public Schools

Minutes

Special Board Meeting

Date and Time
Thursday May 23, 2024 at 6:30 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
D. Gonzalez, E. Eldem Tunc, M. Muhammedov, S. Covarrubias, S. Dikbas (remote), U. Yapanel

Directors Absent
None

Directors who arrived after the meeting opened
S. Dikbas

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 May 23, 2024 at 6:34 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.

D. Approval of Agenda

U. Yapanel made a motion to approve the amended agenda with the removal of Action Item IIB.
M. Muhammedov seconded the motion.
Staff informed the Board and the public the removal of the item.
The board **VOTED** to approve the motion.

Roll Call

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

E. Public Comments

G. Serce, Principal at MSA-San Diego, announced that yesterday school staff celebrated being recognized as a California Distinguished School. S. Dikbas, Board Member, was in attendance. He presented recognition plaques to the Board and Student Board Member.

II. Action Items

A. Approval of General Contractor Change Orders for MSA-1 Tenant Improvement Project at 18242 Sherman Way

M. Sahin, Facilities Project Manager, presented that the purpose is to approve the change order from API Construction, general contractor for the 18242 Sherman Way project at MSA-1. He reported that this was not included in the initial RFP which is why staff is seeking Board approval for the addition. He went over the change order requests. Board members questions were addressed by staff.
M. Muhammedov made a motion to approve the change orders for MSA-1's Tenant Improvement project at 18242 Sherman Way (the "Project") in the total amount of $113,378.52, and further approve that MPS Staff be authorized to negotiate and sign the change order proposal 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

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

B. Approval of DLR Group Change Orders for Magnolia Science Academy-5 Project

This was removed during the approval of agenda.

C. Proposed Approval of Board Resolution for Creation and Elimination of Positions for the Improvement of Parent Support

S. Dikbas arrived at 6:47 PM.
F. Del Carpio, Chief People Officer, reported it was determined that school funds would be better utilized focusing on parent engagement, support, recruitment, and retention during the enrollment process. She added that currently MPS has six (6) PACE Coordinators, and proposed that eliminating the position and reallocating the funds to partially fund Family Success Coordinator (FSC) positions at the school sites would benefit the schools. B. Olivares, Chief External Officer, added that in her position she identified areas of growth and the FSC position would greatly focus on the enrollment and retention needs and focusing more on the families. Board questions were addressed by staff.
U. Yapanel made a motion to approve the proposed Resolution #20240523-01 for Creation and Elimination of Positions for the Improvement of Parent Support.
D. Gonzalez seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

D. Approval of 2024-25 Home Office Compensation and Salary Bands for Home Office Employees

F. Del Carpio, Chief People Officer, reported that the proposed salary band reflects the upper limit of what is being paid to the home office staff within the band and also reflects the budget that was reviewed at April's Board Meeting with the 4% increase. In addition the titles of General Counsel, Deputy Superintendent and Analyst have been added. She added that this will include the opportunity to do salary market analysis to validate current salary bands or adjust to become more competitive. Board questions were addressed by staff.

M. Muhammedov made a motion to approve the salary band and for the Home Office Positions to be effective as of July 1, 2024.

D. Gonzalez seconded the motion.

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

Roll Call

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

E. Approval of Elegant Learning Solutions Inc. Volunteer Partnership with MPS

E. Acar, Chief Academic Officer, reported that the Board approved the MPS Volunteer Enrichment Programs Policy to explore bringing in partners, operators, and/or providers wanting to extend their services and solutions to MPS schools at a cost-free basis. He reported that the specific operator, Elegant Learning Solutions Inc., provides a program that focuses on the areas of cybersecurity and AI usage. He reported that this can open cybersecurity and computer engineering pathway opportunities to students as part of their expanded learning offerings or afterschool activities. He clarified that this will not be part of the core programs. Board members questions were addressed.

M. Muhammedov made a motion to approve the agreement between Magnolia Public Schools and Elegant Learning Solutions Inc. regarding a cost-free enrichment program on a voluntary basis under the Volunteer Enrichment Programs Policy.

E. Eldem Tunc seconded the motion.

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

Roll Call

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

F. Approval of Atom Books Inc. Volunteer Partnership with MPS

E. Acar, Chief Academic Officer, reported that similar to the previous item, this volunteer program, Atom Books Inc., carries no cost to MPS. He reported the details of what the program provides such as AI technology and augmented reality (AR) books that can be read using advanced technology, text to speech and visual elements. He also added that this program offers multiple languages. He reported that the goal is to increase students motivation in reading by introducing technology. He mentioned that this would not be a core program and instead be and enrichment for teachers, students and parents to explore. He said that MPS leadership reviewed the program with staff and presented in classrooms for students feedback. Board members questions were addressed by staff.
M. Muhammedov made a motion to approve the agreement between Magnolia Public Schools and Atom Book Inc. regarding a cost-free enrichment program on a voluntary basis under the Volunteer Enrichment Programs Policy.
E. Eldem Tunc seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

G. Approval of Resolution Authorizing Non-Programmatic Summer Trip to Costa Rica

E. Acar, Chief Academic Officer, reported that as mentioned at the May 9th Regular Board Meeting, the Board was asked for approval to explore a trip to Costa Rica aligning with MPS vision and mission. He added that the organization of the trip would be at the Home Office level. A Committee consisting of J. Hernandez, Director of Student Services, himself and others are working on all the logistics of the trip with the consultation of legal counsel. Board questions were addressed by staff and clarified on areas of trip logistics, purpose, student, parent and staff communication and costs.
M. Muhammedov made a motion to approve the resolution to authorize and facilitate a nonprogrammatic summer trip to Costa Rica for up to sixty high school students.
U. Yapanel seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

H. Approval of MPS Scholarship Program and Policy

E. Acar, Chief Academic Officer, reported that MPS is seeking to establish a scholarship program aimed at supporting students participation in the non-programmatic trips based on financial need, without using public school funding. He added that 80% of MPS students are socio-economically disadvantaged and brings in the question of affordability to partake in the experience. He added that this is to ensure that students who would like to attend have access to this unique experience and ensures that this is coming from philanthropic funds. He added that the policy, which was developed by legal counsel, outlines the practices and procedures that MPS will adhere to ensure fairness and consistency in selecting and awarding scholarships, in line with IRS guidelines for charitable organizations. Board questions were addressed by staff.
U. Yapanel made a motion to approve the MPS Scholarship Program and Policy.
S. Covarrubias seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

I. Recommendation and Approval for an Addendum to the MPS Financial Policies and Procedures Manual

S. Budhraja, Chief Financial Officer, reported that in the spirit of supporting international travel for staff and students Finance identified the need to provide logistical support. He added that the existing board policies do not have mechanisms in place to advocate for international travel and the proposed amendment would allow to pay international vendors. He also added that this was reviewed by legal counsel to allow MPS to support and keep within the guidelines. Board questions were addressed by staff.
U. Yapanel made a motion to approve the recommendation for an Addendum to the Fiscal Policies and Procedures Manual.
M. Muhammedov seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

III. 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 8:07 PM.

Respectfully Submitted,
M. Muhammedov