APPROVED

# Magnolia Public Schools

## Minutes

### Regular Board Meeting

**Date and Time**
Friday June 7, 2024 at 3:00 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, M. Muhammedov (remote), S. Covarrubias, U. Yapanel

**Directors Absent**
S. Dikbas

**Guests Present**
J. Lara

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## I. Opening Items

### A. Call the Meeting to Order

S. Covarrubias called a meeting of the board of directors of Magnolia Public Schools to order on Friday Jun 7, 2024 at 3:20 PM.

### B. Pledge of Allegiance

Board, staff and guests conducted the pledge of allegiance.

### C. Record Attendance and Guests

It was publicly stated that M. Muhammedov was joining from 9272 Jeronimo Rd. STE 115, Irvine, CA. Refer to attendance information recorded above.

### D. Approval of Agenda

D. Gonzalez made a motion to approve the amended agenda with the removal of Action Item III A.
U. Yapanel seconded the motion.
P. Ontiveros, General Counsel & Director of Facilities, reported as to the reason for the removal Action Item III A
The board **VOTED** to approve the motion.

**Roll Call**

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

### E. Public Comments

M. Wittek, Principal MSA-7, reported that she will not be returning next year to the position of Principal at MSA-7. She thanked everyone for her 13 years at Magnolia Public Schools. She thanked the Board Members for coming to her school site and interacting with the students and staff. Board Members shared their sentiments and expressed well wishes to her future endeavors.

### F.

**Approval of Minutes from MPS Regular Board Meeting - May 9, 2024**

S. Covarrubias made a motion to approve the minutes from Regular Board Meeting on 05-09-24.
U. Yapanel seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

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

### G. Approval of Minutes from MPS Special Board Meeting - May 23, 2024

S. Covarrubias made a motion to approve the minutes from Special Board Meeting on 05-23-24.
U. Yapanel seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

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

## II. Consent Items

### A. Approval of 2024-25 Certification of Assurances, Protected Prayer Certification, and Application for Funding

U. Yapanel made a motion to approve the 2024-25 Certification of Assurances, Protected Prayer Certification, Application for Funding, Substitute System for Time Accounting and LCAP Federal Addendum Certification as presented.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

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

### B.

**Approval of 2024-25 Certification of Signatures Form and Resolution**

U. Yapanel made a motion to approve the 2024-25 Certification of Signatures Form for Charter School Funds Distribution Authorization. Signatures will be effective July 1, 2024 through June 30, 2025. Signatories will include the CEO & Superintendent, Chief Financial Officer, Chief Operations Officer and MPS Board Members.
S. Covarrubias seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

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

### C. Approval of 2024-25 MPS Board Meeting Calendar

D. Gonzalez made a motion to approve the calendar for 2024-25 Regular MPS Board Meeting Calendar.
U. Yapanel seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

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

## III. Action Items

### A. Approval of DLR Add Service Proposals for MSA-5 7111 Winnetka Ave Construction Project

This items was removed during the Approval of Agenda.

### B. Approval of Purchase of 7111 Winnetka Ave by MERF from MPM Sherman Winnetka LLC

P. Ontiveros, General Counsel & Director of Facilities, reported that this relates to the Magnolia Science Academy (MSA)-5 project. He added that when the property was purchased, it was in the name of MPM Sherman Winnetka LLC. He reported that since then MPS had received an award from the state of California to acquire land and build a campus for MSA-5, however, one of the conditions for funding was that the school had to hold title and cannot have a separate LLC hold title. He added that this would be a

transfer of title to MERF from the LLC. He reported the Magnolia Properties Management (MPM) Inc., had approved the purchase and sale and now asking MERF to approve. Board questions were addressed by staff.
M. Muhammedov made a motion to approve the purchase of 7111 Winnetka Ave (the "Property") by MERF from MPM Sherman Winnetka LLC for a minimum purchase price of $10,150,000 or such price as MPS Staff may deem appropriate and in the best interest of MPS. MPS Staff further recommend and moves that the Board approve MPS Staff to negotiate a purchase a.
U. Yapanel seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

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

## C. Approval of Revised 2024-25 Pay Raise Scale for Teachers & Non-Classroom Based Academic Positions and School Leaders

F. Del Carpio, Chief People Officer, announced that in April 2024 the Board has approved the pay raise scale. She added that with the closing of the school year and the efforts to improve staffing needs to increase student outcome, staff identified alongside school Principals and the Leadership team to increase the positions points to the positions outlined in the proposal to ensure that the position is competitive. She also added that a substitute teacher pay policy would be added. Board members questions were addressed by staff.
D. Gonzalez made a motion to approve the revised 2024-25 Employee Pay Raise Scale for Full-Time Teaching Positions & Non-Classroom Based Academic ("NCBA") Positions & School Leaders.
U. Yapanel seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

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

## D. Approval of Revised MPS School Site Classified Employees' Pay Raise Schedule for 2024-25

F. Del Carpio, Chief People Officer, reported that in doing an audit of the positions that MPS has currently within the pay scale, staff identified that Extended Learning Opportunities Program Site Coordinator was not within the pay scale. Therefore, the position would be added under classified school site position. Board members questions were addressed by staff and reported that this would be reflected in the budgets.
S. Covarrubias made a motion to approve the revised MPS school site classified employee's pay raise schedule for 2024-25 school year.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

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

## E. Approval of Board Resolution for Creation and Elimination of Positions for MSA-Santa Ana Due To Restructure

F. Del Carpio, Chief People Officer, made the ask to the Board to approve the resolution effective for the next school year. She reported that the leadership at both Magnolia Science Academy (MSA)-Santa Ana and Home Office determined that based on the current enrollment and financial standing of the school site, it was best to move to a new Principal model which is eliminating the Co-Principal model. She added that the goals will continue to increase the enrollment and as part of the strategic planning, they will begin conversations around financial school modeling and planning and formalizing those. S. Keskinturk, Principal at MSA-Santa Ana, echoed the decision and reported that this would not affect the school's overall function.
U. Yapanel made a motion to approve the board resolution #20240607-01 for elimination of position(s) for MSA-Santa Ana due to restructure effective 2024-25 school year.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

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

## F. Approval of Overview and Roadmap for Staffing and Organization of New Orange County Schools

F. Del Carpio, Chief People Officer, reported that the policy would allow establishment of slowly building the formation of the Orange County school site from the ground up. She added that they will be assigning staff to find school site and advocating for expansion before local agencies and community groups. She also reported that further actions include: identifying the selection of the school site, selecting staff that will be working on this front, negotiating lease and vendor agreements, planning instructional initial programs for long term growth, the planning and structuring staff for long term growth, and developing recruitment and outreach efforts in Orange County. She also added that the report contains the dob description of the founding Principal of the new Orange County school site. A. Rubalcava, CEO & Superintendent, added that the plan of opening schools would be based on a TK-12 model. Board members questions were addressed.
U. Yapanel made a motion to approve the overview and roadmap for staffing and organization of new Orange County schools.
M. Muhammedov seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

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

### G. Approval of the Education Protection Act (EPA) Resolution for the 2024-25 School Year

S. Budhraja, Chief Financial Officer, reported on the background of the EPA resolution that is adopted every year. Board members questions were clarified and addressed by staff.
U. Yapanel made a motion to approve the Resolution for the Education Protection Act for the 2024-25 School Year.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

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

## IV. Closed Session

### A. Public Announcement of Closed Session

S. Covarrubias announced that the Board will be going into closed session to discuss public employee performance evaluation for title: CEO & Superintendent and would report out any actions that may be taken.

### B. Public Employee Performance Evaluation (§ 54957) - Title: CEO & Superintendent

This item was discussed in Closed Session.

### C. Report Out of Closed Session

M. Muhammedov announced in Open Session at 4:57pm that the Board discussed the item and is not finalized and the Board will continue to do its work.

## 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 4:58 PM.

Respectfully Submitted,
M. Muhammedov