APPROVED

Magnolia Public Schools

Minutes

Regular Board Meeting

Date and Time
Thursday October 10, 2024 at 5:30 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

Student Board Member:
Naim Bayraktar

CEO & Superintendent:
Mr. Alfredo Rubalcava

Directors Present
D. Gonzalez, M. Muhammedov, S. Covarrubias, S. Dikbas (remote), U. Yapanel

Directors Absent
None

Directors who arrived after the meeting opened

S. Dikbas, U. Yapanel

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 10, 2024 at 5:56 PM.

B. Pledge of Allegiance

Board, staff and guests conducted the pledge of allegiance lead by MPS Student Board Member, N. Bayraktar.

C. Record Attendance and Guests

S. Dikbas arrived at 5:59 PM.

D. 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

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

E. Public Comments

G. Serce, Chief Academic Officer, stated that Academic leaders presented to the MPS Academic Committee Meeting held today on the current state of the schools. He reported on a follow-up made by the Committee regarding clarification of videos created by Magnolia Science Academy (MSA)-3 regarding attendance. He announced that part of MSA-3 action plan regarding attendance involved the school creating informational videos on how to clear absences, communicating to the school, and providing clarity of what is excused absences and non-excused absences.

F. Approval of Minutes from MPS Regular Board Meeting - September 12, 2024

D. Gonzalez made a motion to approve the minutes from Regular Board Meeting on 09-12-24.

M. Muhammedov seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

II. Closed Session

A. Public Announcement of Closed Session

M. Muhammedov, Board Chair, announced that the Board will be going into closed session to discuss conference with legal counsel-anticipated litigation for one (1) case and would report out any actions that may be taken.

B. Conference with Legal Counsel – Anticipated Litigation § 54956.9(b): 1 case

U. Yapanel arrived at 6:25 PM.
This item was discussed in Closed Session.

C. Report Out of Closed Session

M. Muhammedov announced in Open Session at 6:53pm that the Board had a conference with legal counsel on anticipated litigation and took no action.

III. Consent Items

A. Approval of 2024-25 Compliance Monitoring and Certification of Board Compliance Review for Magnolia Science Academy (MSA)-4, 6, 7, and Bell

D. Gonzalez made a motion to approve the 2023-24 Compliance Monitoring and Certification of Board Compliance Review for Magnolia Science Academy (MSA)-4, 6, 7, and Bell.
U. Yapanel seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Dikbas	Aye
S. Covarrubias	Aye
U. Yapanel	Aye
D. Gonzalez	Aye
M. Muhammedov	Aye

B. Approval of 2024-25 Compliance Monitoring and Certification of Board Compliance Review for Magnolia Science Academy-Santa Ana

U. Yapanel made a motion to approve the 2023-24 Compliance Monitoring and Certification of Board Compliance Review for Magnolia Science Academy-Santa Ana.
D. Gonzalez seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Gonzalez	Aye
S. Dikbas	Aye
S. Covarrubias	Aye
U. Yapanel	Aye
M. Muhammedov	Aye

C. Approval of Updated MPS Health and Safety Policy Regarding COVID-19

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

Roll Call

S. Dikbas	Aye
M. Muhammedov	Aye
U. Yapanel	Aye
D. Gonzalez	Aye
S. Covarrubias	Aye

D. Approval of Updated Independent Study Policy & Master Agreement

M. Muhammedov made a motion to approve the revised Independent Study Policy & Master Agreement for use by all Magnolia Public School campuses.
D. Gonzalez seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Covarrubias	Aye
M. Muhammedov	Aye
U. Yapanel	Aye
S. Dikbas	Aye
D. Gonzalez	Aye

IV. Information/Discussion Items

A. MPS Annual Authorizer Oversight Reports

D. Yilmaz, Chief Accountability Officer, reported on receiving oversight reports from the Los Angeles County Office of Education (LACOE) for Magnolia Science Academy (MSA)-1, 2, 3 and 5. The received reports includes Governance and Instructional Review. A. Rubalcava, CEO & Superintendent, reported on the Governance section and feedback received from LACOE. G. Serce, Chief Academic Officer, reported on the Instructional

section and highlighted components for each school site. Board Members questions were addressed by staff.

B. Updates on Facilities Projects

P. Ontiveros, General Counsel & Director of Facilities, projected photos of the Magnolia Science Academy (MSA)-1 gym building project at 18242 Sherman Way. He provided updates and B. Plonka, Principal at MSA-1, reported on a recent sports game at their gym. He also provided updates for the MSA-5 project at 7111 Winnetka Ave., MSA-Santa Ana digital sign and MSA-San Diego Measure U Bond Charter Allocation. Board Members questions were addressed by staff.

C. Census Enrollment 2024-25 Outcomes & Update

F. Adame, Senior Director of Growth and Expansion, reported on the enrollment so far. She reported that MPS is serving eighty (80) more students than last year. She added that though they are short on their intended growth number, staff such as the Community Schools Coordinators and school leaders are working to increase MPS presence in the community. She reported that the numbers project what was collected on census day on October 2nd. She provided an enrollment breakdown for each school including fiscal impacts. Board Members questions were addressed by staff.

D. Comprehensive Diversity and Demographic Analysis: Organizational Workforce and Turnover Insights

F. Del Carpio, Chief People Officer, introduced the comprehensive diversity and demographic analysis which highlights the organization's workforce and turnover insights. She added this would be the first time introducing a detailed demographic and staffing data to the Board and the organization. She also stated that the data will serve as a foundational benchmark for analyzing trends in diversity, equity and inclusion (DEI) over time and to help with recruitment and retention efforts. She presented data encompassing: ethnic breakdown, gender representation, age distribution, and retention trends. Board Members questions were addressed by staff.

V. Action Items

A. Approval of Clarification to the 2024-25 MPS Board Officers

A. Rubalcava, CEO & Superintendent, stated that per the Los Angeles County Office of Education (LACOE) reports, it was a recommendation to explicitly state a Treasurer as part of the Board Officers. Per the MPS Bylaws, the Chief Financial Officer is the Treasurer. The approval would be to include the Treasurer as part of the Board's approval as the selection of the Treasurer was not previously included in the report when the Board approved the Board Officers back in June 17, 2024.
D. Gonzalez made a motion to approve the appointment of Dr. Steve Budhraja to serve as the MPS Board Treasurer effective immediately. In addition to keeping the other

appointments the same with Mr. Mekan Muhammedov as MPS Board Chair, Ms. Sandra Covarrubias as MPS Board Vice Chair, and Ms. Jennifer Lara as MPS Board Secretary.
M. Muhammedov seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Muhammedov	Aye
S. Covarrubias	Aye
S. Dikbas	Aye
D. Gonzalez	Aye
U. Yapanel	Aye

B. Approval of Preferred Vendor Contracts for the Expansion & Replication of Magnolia Public Schools

B. Olandes, Director of Advancement, mentioned that back in July 2024 the Board approved the partnership of certain vendors for the expansion and replication of MPS. He added that this result with the Charter School Growth Fund brought promising practices to various departments across the organization. EdFuel would be to support the People & Culture Department and their goal to overhaul the compensation structure. F. Del Carpio, Chief People Officer, added more context in terms of the support that will be given in collaboration with EdFuel which will support an equity centered standard practice to support the creation of a more competitive compensation system and staff retention. She added that the target date is May 2025. In addition, phase III would include stakeholder engagement and feedback to ensure the teachers and all staff's voices are included.
Board Members questions were addressed by staff.
U. Yapanel made a motion to approve the authorization of Magnolia Public Schools' partnership with EdFuel.
S. Covarrubias seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Muhammedov	Aye
S. Covarrubias	Aye
U. Yapanel	Aye
D. Gonzalez	Aye
S. Dikbas	Aye

C. Approval of the Revised MPS School Site Classified Employees' Pay Raise Schedule For 2024-25 School Year

F. Del Carpio, Chief People Officer, reported on the revision to the school site classified employees pay raise scale which would introduce a Restorative Justice Coordinator. She added that at the September Board Meeting, Magnolia Science Academy (MSA)-3 presented their action plan for success and added that this position was one of the outcomes of the action plan. She detailed the purpose of the role which is to increase support on campus discipline issues due to the increase of enrollment. The Restorative

Justice Coordinator would help students who are struggling to adjust to the school culture and address further challenges and supporting the campus. Board Members questions were addressed by staff.
M. Muhammedov made a motion to approve the revised MPS school site classified employee's pay raise schedule for the 2024-25 school year.
U. Yapanel seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Covarrubias	Aye
D. Gonzalez	Aye
S. Dikbas	Aye
M. Muhammedov	Aye
U. Yapanel	Aye

D. Approval of Board Resolution for Magnolia Science Academy- 3 for Creation and Elimination of Positions for the Improvement of Educational Programs for Students

F. Del Carpio, Chief People Officer, reported on the approval of the resolution for creating a Restorative Justice Coordinator and a Family Success Coordinator position while eliminating the Community Schools Liaison position at Magnolia Science Academy (MSA)-3. She reported that based on the action plan for success that was presented in September 2024 for MSA-3, Home Office leadership and the school site discussed next steps. This lead to the decision to eliminate the Community Schools Liaison for the reason that they believe the work can be effectively managed by the Community Schools Coordinator. G. Serce, Chief Academic Officer, also added that the Academic Department along with the school's leadership reviewed areas to address from within the school to identify further needs to best support. They strongly believe this would aid the school greatly. Board Members questions were addressed by staff.
S. Covarrubias made a motion to approve Board Resolution #20241010-01 for creating a Restorative Justice Coordinator and Family Success Coordinator, while eliminating the CSL (Community School Liaison) position(s) for Magnolia Science Academy-3 to improve the school educational programs for students effective immediately.
U. Yapanel seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

U. Yapanel	Aye
M. Muhammedov	Aye
D. Gonzalez	Aye
S. Covarrubias	Aye
S. Dikbas	Aye

E. Approval of Board Resolution for Creation and Elimination of Positions for Magnolia Science Academy (MSA)-5 and MSA-7 and for the Improvement of Educational Programs for Students

F. Del Carpio, Chief People Officer, reported on the introduction on a shared social worker position between Magnolia Science Academy (MSA)-5 and MSA-7 as well as the elimination of a current vacant teaching position and add a teacher aid to MSA-5. She reported that the proposed creation of the social worker position would address the growing need for comprehensive student services and would be crucial in conducting assessments for the students unique needs, developing individualized intervention plans and providing counseling and guidance for students facing academic, social or emotional challenges. She added that the social worker would be offering individual, group and family therapy targeted to students of risk. These students may not necessarily have an Individualized Education Plan (IEP) but are at risk for social, behavioral, or emotional difficulties. She further added that the social worker would serve as a link between the school, home and community. Collaborating closely with teachers and school staff to provide mental health consultation. In addition, she reported that MSA-5 currently has a vacant math teacher position. The school proposed to eliminate the position in order to add a teacher aid to focus primarily in math. She added that the teacher aid would be supporting to address student academic needs for those who are struggling. She further added that the vision is for the teacher aid to support the teacher with instruction and small groups or one-on-ones using research based strategies to reinforce foundational skills and help those that need to be caught up to grade level expectations. They would be communicating updates to the parents and staff on the progress on the one-on-ones that they are providing intervention for. Board Members questions were addressed by staff.
D. Gonzalez made a motion to approve the Board Resolution #20241010-02 for creation and elimination of positions for Magnolia Science Academy (MSA)-5, and MSA-7 to improve the school educational programs for students.
M. Muhammedov seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Gonzalez	Aye
S. Covarrubias	Aye
M. Muhammedov	Aye
S. Dikbas	Aye
U. Yapanel	Aye

F. Approval of Board Resolution for Creation of Positions for Magnolia Science Academy-6 for the Improvement of Educational Programs for Students

F. Del Carpio, Chief People Officer, reported on the approval for the creation of a Behavioral Implementation Intervention (BII) at Magnolia Science Academy (MSA)-6. She reported that staff became aware of a student's need of minutes that were identified at the last Individual Education Plan (IEP) meeting. Board Members questions were addressed. G.Serce, Chief Academic Officer, added further context on the plan to address student's needs and to ensure students get the right support.

S. Covarrubias made a motion to approve Board Resolution #20241010-03 for creation of position(s) for Magnolia Science Academy-6 to improve the school educational programs for students.
M. Muhammedov seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Dikbas	Aye
U. Yapanel	Aye
D. Gonzalez	Aye
S. Covarrubias	Aye
M. Muhammedov	Aye

G. Approval of Revised Title IX Policy and Proceeding with Updating the 2024-25 MPS Student/Parent Handbook with that Policy

G. Serce, Chief Academic Officer, reported that legal counsel recommended to separate the two (2) policies, Title IX Policy and Harassment, Intimidation, Discrimination and Bullying Policy, and have Title IX as a stand alone policy. M. Wittek, Director of Student Services, detailed the key changes between the previous Title IX federal regulations and the current newly adopted as of August 1st, 2024 regulation. Board Members questions were addressed by staff. G. Serce, added that they had sent staff to Title IX trainings and continue having such trainings. He added that M. Wittek would be the Title IX Coordinator and each school site Principal would be the Title IX contact at their site. He also went over the Title IX processes. M. Wittek also reported that she is developing a Standard Operating Procedures Guide for Title IX in addition developing additional trainings. F. Del Carpio, Chief People Officer, added that organization wide mandatory trainings for all staff through Charter Safe was another step to inform and train staff. N. Bayraktar, Student Board Member, asked how would students be notified about Title IX. M. Wittek, reported that the Student/Parent Handbook contains the policy which was sent to parents and students, in addition once the policy it approved it would be updated on the website. Additionally, she added that posters at the school sites explaining Title IX and indicating the contact would be updated and replaced at each school site.
D. Gonzalez made a motion to approve Revised Title IX Policy and for staff to proceed with with updating the 2024-25 MPS Student/Parent Handbook with that policy.
S. Covarrubias seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Muhammedov	Aye
U. Yapanel	Aye
D. Gonzalez	Aye
S. Covarrubias	Aye
S. Dikbas	Aye

H.

Approval of Revised Harassment, Intimidation, Discrimination and Bullying Policy and Proceeding with Updating the 2024-25 MPS Student/Parent Handbook with that Policy

G. Serce, Chief Academic Officer, reported that the policy is not new, but as mentioned in the previous item, per legal counsel guidance, this Policy would be brought separately. He added there is no significant changes and once approved it will be updated to the Student/Parent Handbook. A public comment was made for this item by Kim Geiger, a teacher at Magnolia Science Academy (MSA)-1 regarding incidents at the school site. Board directed G. Serce, Chief Academic Officer, to be the main staff lead to follow-up with with the teacher.
S. Covarrubias made a motion to approve the revised Harassment, Intimidation, Discrimination and Bullying Policy and for staff to proceed with with updating the 2024-25 MPS Student/Parent Handbook with that policy.
M. Muhammedov seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call	
S. Dikbas	Aye
M. Muhammedov	Aye
D. Gonzalez	Aye
S. Covarrubias	Aye
U. Yapanel	Aye

I. Approval of Resolution to Rename the Previously Approved "Ad Hoc Committee" to the "Facilities Planning & Oversight Committee

P. Ontiveros, General Counsel & Director of Facilities, reported that at the May 9, 2024 the Board authorized the creation of a Committee to approve Magnolia Science Academy (MSA)-5 facilities project matters due to the strict schedule and timeline and urgency of time sensitive approvals. He added the through discussions with legal counsel, it was advised that Ad Hoc Committee's are not given the authority to approve items that the Board would otherwise take action on. To avoid misunderstandings the Committee would be renamed. He added that the resolution attached in the report would require modification. He verbally stated that the edits include:

(1) on page 4 of the report would remove "permanent" on the 5th clause.
(2) on page 4 of the report would remove "ongoing planning, capital improvement projects, and long-term strategic facilities needs to ensure the continued success and growth of MPS" on the 5th clause.
(3) on page 5 of the report would remove "BE IT FURTHER RESOLVED, that the MPS Facilities Planning and Oversight Committee shall have the authority and power to make decisions about and approve time sensitive matters, including the expenditure of money, that could impact the timely delivery of other MPS capital projects that would otherwise require the approval of the MPS Board of Directors."

Board Members questions were addressed by staff.
D. Gonzalez made a motion to approve Resolution #20241010-04, attached as Exhibit A, to rename the MPS Ad Hoc Committee, originally established for the MSA-5 7111 Winnetka Project during the May 9, 2024 Board Meeting, to the MPS Facilities Planning and Oversight Committee and to provide it with the additional powers to fulfill the duties and responsibilities set forth in said resolutions.
M. Muhammedov seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Muhammedov	Aye
U. Yapanel	Aye
S. Dikbas	Aye
D. Gonzalez	Aye
S. Covarrubias	Aye

VI. 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 9:13 PM.

Respectfully Submitted,
M. Muhammedov