APPROVED

Magnolia Public Schools

Minutes

Regular Board Meeting

Date and Time
Thursday February 13, 2025 at 6:15 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

M. Muhammedov, S. Dikbas

Guests Present
J. Lara

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 Thursday Feb 13, 2025 at 6:26 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

D. Gonzalez made a motion to approve the agenda as presented.
U. Yapanel seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

E. Public Comments

No public comments were made at this time.

F. Announcements - CEO & Superintendent, Board, Student Board Member

A. Rubalcava, CEO & Superintendent, announced that there would be a Spring Symposium in which all staff inclusive of school leaders and administrators, teachers and Home Office staff. G. Serce, Chief Academic Officer, added that it would take place at the campus of Magnolia Science Academy (MSA)- Santa Ana. He added that the Symposium would allow all of Magnolia to learn and develop strategic planning initiatives. It would also entail professional development opportunities and team building activities. He also added that alumni were invited to speak and connect with staff.

M. Wittek, Director of Student Services, announced that all Magnolia school sites participated in a Mental Health Week initiative brought by N. Bayraktar, Student Board Member. She added that he constructed a template and timeline which in collaboration was presented to the Principals and the Deans of Students for them to execute in combination with the Great Kindness Challenge Week. N. Bayraktar spoke upon how the initiative was at MSA-Santa Ana in which students engaged in various activities focusing on mental health and well being.
S. Dikbas arrived at 6:37 PM.

G. Approval of Minutes from MPS Regular Board Meeting - January 16, 2025

S. Covarrubias made a motion to approve the minutes from Regular Board Meeting on 01-16-25.
U. Yapanel seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

II. Consent Items

A. Approval of Updated MPS Health & Safety Policy

D. Gonzalez made a motion to approve the MPS Respiratory Illness Guidelines and COVID-19 Prevention Plan (updated Health & Safety Policy).
U. Yapanel seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

III. Closed Session

A. Public Announcement of Closed Session

S. Covarrubias, Vice-Chair, announced that the Board will be going into closed session to discuss conference with real property negotiations.

B. Conference with Real Property Negotiations (§ 54956.8)

M. Muhammedov arrived at 6:40 PM.
Item was discussed in Closed Session.

C. Report Out of Closed Session

S. Covarrubias announced in Open Session at 7:34pm that the Board discussed with staff regarding real property negotiations the Board gave staff direction and no action was taken.

IV. Action Items

A. Approval of MPS Public Comment Policy

A. Rubalcava, CEO & Superintendent, & Jennifer Lara, Board Secretary, reported on the official policy for public comments for Board Meetings. It was reported that the policy memorializes what was previously established such as the timing for each person wishing to make a public comment, submissions, and total time for public comments in these meetings. This was in collaboration with legal counsel. The policy and the request form would be updated and posted on the MPS and all school sites websites.
D. Gonzalez made a motion to approve the MPS Public Comment Policy effective immediately.
U. Yapanel seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

B. Approval of Purchase and Sale Agreement at 412 W Carl Karcher Way, Anaheim, CA 92801

P. Ontiveros, General Counsel & Director of Facilities, reported on the requested action for staff to negotiate and sign the purchase and sale agreement for the Anaheim property. Inclusive of making a good faith deposit to open escrow. He provided background that the Orange County Department of Education (OCDE) approved MPS to open four (4) schools in Orange County. He added there is a material revision in front of OCDE to revise the petition to allow for a school to be open and operated in the city of Anaheim. He added that staff will go through a due diligence inclusive of evaluations, studies and all other matters of operation. A. Rubalcava, CEO & Superintendent, expressed excitement in exploring the possibility of opening the site. He added that M. Rowell, Founding Principal of Magnolia Science Academy (MSA)- Orange County has been working on outreach to families who have expressed interest in the academic model and services that would be provided. Board Members questions were addressed by staff. S. Budhraja, Chief

Financial Officer, provided information on the financing of the project. M. Rowell, thanked everyone to move forward with the location.
M. Muhammedov made a motion to (1) approve the form of Purchase and Sale Agreement, attached as Exhibit A (the “PSA”), for the acquisition of the real property located at 412 Carl Karcher Way, Anaheim) (the “Property”),, and (2) grant the MPS CEO and Superintendent the authority to negotiate and approve such changes to the PSA as he shall deem necessary and appropriate and in the best interest of MPS, to make a good faith deposit of $100,000 and to sign and deliver the same in order to open escrow for the acquisition of the Property.
U. Yapanel 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 Resolution to Affirm Magnolia Public Schools Campuses are a Safe Educational Environment for All Students

It was reported that due to unforeseen circumstances the Educational Partners & Development Committee Meeting that was scheduled before the Regular Board Meeting was cancelled, so the item would not have a recommendation for approval from the committee, it will go to the full Board for discussion and approval.

B. Olivares, Chief Impact Officer, announced that the resolution was updated from the 2017 resolution that was brought to the Board. She reported the updated resolution are from changes made by the new administration's executive order. As such she stated this resolution would continue to support and affirm that MPS is committed to a safe, educational environment for all students and families. She added that MPS has protocols and procedures in place that protect student privacy and information as outlined in the resolution under the existing California Education Code. Board Members expressed gratitude for this work. M. Wittek, Director of Student Services, added that they are ensuring that staff are trained to ensure safety protocols at the school sites and additionally are making sure to encourage students to practice using their voice in a safe matter and having a safe space. She added that Home Office met with school site leaders to develop communication and a plan of safe activities schools can participate in.
B. Olivares, added that as Community Schools, the Community Schools Coordinators have been engaging with community partners to sponsor/co-sponsor workshops to "knowing your rights" for educational partners to engage in.
U. Yapanel made a motion to approve the revised Resolution to Affirm Magnolia Public Schools Campuses are a Safe Educational Environment for all students.
S. Covarrubias seconded the motion.

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

Roll Call

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

D. Approval of 2025-26 School Safety Plans for All Magnolia Public Schools

M. Wittek, Director of Student Services, reported that the School Safety Plans (SSP) are worked on a year in advance with school site leaders for the upcoming school year. She reported in addition to the approval of the SSP, she would also be asking the Board to allow her to update the SSP once the new Title IX policy is adopted by the Board in March without bringing the item once again. She added to the importance of these plans which are in line with the Education Code for all public schools to establish and maintain a SSP and for all LAUSD co-located schools to have an Integrated Safe School Plan (ISSP) that they work on with school site leadership and co-located leadership tams to develop and function and one unit in case there was an emergency. She went over the major updates which included removing the word "comprehensive" and just stating "School Safety Plans"; separation of the Title IX policy and the Harassment, Discrimination, Intimidation, Bullying policy in the plan as two separate entities; a new section called "Lock Down Drill Guidelines" in line with AB 1858; a new section called "Opioid Overdose Response Protocol"; and a new section called "Procedures for Assessing and Responding to Reports of Dangerous, Violent or Unlawful Activity". She added that these were developed with the advisement of legal counsel and feedback from the Parent Advisory Councils. J. Theis, Assistant Principal at Magnolia Science Academy (MSA)-6 reported on his school's development process of the SSP and provided a high level summary. Board Members questions were addressed by staff.
S. Covarrubias made a motion to approve the School Safety Plan (SSP) for the 2025-26 school year for the schools within Magnolia Public Schools. In addition, for the Board to grant the Director of Student Services permission to update the School Safety Plans to align with the upcoming revised Title IX policy once it is finalized and adopted to ensure compliance and to support a safe and equitable environment for all students and staff. The follow schools are: Magnolia Science Academy 1, Magnolia Science Academy 2, Magnolia Science Academy 3, Magnolia Science Academy 4, Magnolia Science Academy 5, Magnolia Science Academy 6, Magnolia Science Academy 7, Magnolia Science Academy Bell, Magnolia Science Academy Santa Ana, Magnolia Science Academy San Diego.
M. Muhammedov seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Muhammedov	Aye
U. Yapanel	Aye

Roll Call

S. Covarrubias	Aye
S. Dikbas	Aye
D. Gonzalez	Aye

E. Approval of Resolution for Notice of Intent to Withdraw from CharterSafe

S. Budhraja, Chief Financial Officer, clarified that the title does not necessarily mean that MPS would be withdrawing from CharterSafe. He reported that the Finance Department is evaluating all costs for next year and would be looking at all costs in an effort to maximize dollars to the classrooms to support students. The resolution would allow MPS to look at other options for insurance and evaluate costs and potential savings. Before moving forward if there would be a new provider they will evaluate the services and engage staff. Board Members questions were addressed by staff.
U. Yapanel made a motion to approve the Resolution for Notice of Intent to Withdraw from CharterSafe.
M. Muhammedov seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

F. Approval of Pacific Charter School Development as Project Manager for 18120 Sherman Way Project for Magnolia Science Academy-7

P. Ontiveros, General Counsel & Director of Facilities, reported that Pacific Charter School Development (PCSD) is a non-profit entity founded to develop facilities for charter schools. He added that with Board approval they would be project manager for the entire duration of the project at 18120 Sherman Way, which their fee would stay the same. He reported on some of the tasks PCSD will have such as developing the budget, developing the schedule, help select a design team for the property in which they assisted in creating the request for proposal (RFP), and evaluating investment in the project for the project's financing. PCSD representatives introduced themselves. Board Members questions were addressed by staff and PCSD.
M. Muhammedov made a motion to approve the selection of Pacific Charter School Development, Inc. (PCSD) a California nonprofit public benefit corporation, to provide project management services for the 18120 Sherman Way Project for the benefit of Magnolia Science Academy-7 for a total fixed fee of not to exceed $375,000 for the duration of the Project, expected to be approximately twenty (20) months 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

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

G. Approval of Construction Manager to Provide Pre-Construction Services for Magnolia Science Academy-2 16600 Vanowen Project

K. Jimenez, Assistant Project Manager, reported that staff have been going through the CUP process and selected architect, Berliner, in which they recently finished the schematic design phase and are going onto the design development phase for the 16600 Vanowen project. P. Ontiveros, General Counsel & Director of Facilities, reported that the RFP was issued and from that received four (4) responses and interviewed them all. He added that Del Amo Construction was the best fit for the project and they have worked with charter school facilities. A representative from Del Amo Construction introduced themselves. Board Members questions were addressed by staff.
M. Muhammedov made a motion to approve the selection of Del Amo Construction ("DAC") to provide pre-construction services for Magnolia Science Academy-2's new construction project (the "Project") at 16600 Vanowen Street in Van Nuys (the "Property") for a total fee of $104,955 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.
D. Gonzalez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

H. Approval of Design Build Solicitation for the Magnolia Science Academy-5 Project

P. Ontiveros, General Counsel & Director of Facilities, reported that staff is requesting authorization to look at a design build delivery and contracting method for the Magnolia Science Academy (MSA)-5 project. He added if the method is appropriate they would issue an RFP/RFQ and meet the requirements of the Education Code section that dictates how a design build project is supposed to go forward. He added that there are no commitments at this stage, just an authorization to look at this delivery method and issue an RFP/RFQ, and after evaluation bring it back to the Board to ensure the best interests for this project. Board Members questions were addressed by staff.

M. Muhammedov made a motion to approve and authorize MPS Staff to evaluate and proceed with the design build delivery and contracting method for increment 2 of the Magnolia Science Academy-5 7111 Winnetka Ave project (the “Project”) including but not limited to the publishing of a request for qualifications (“RFQ”) and request for proposals (“RFP”).
U. Yapanel seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

V. Information/Discussion Items

A. Data Presentation: LCAP Mid-Year Update

O. Polat, Director of State & Federal Programs, provided an overview of the Local Control and Accountability Plans (LCAP) process and the mid-year report to show status on where the schools are in achieving the goals set forth when the LCAP's were approved. He added that the statutory deadline is February 28th. In addition, he reported that the reports have six (6) components with four (4) goals and each goal have five (5) actions. In addition the report has budget overview information for parents. M. Avsar, Principal at Magnolia Science Academy (MSA)-7 reported on his school site's LCAP mid-year update. D. Yilmaz, Chief Accountability Officer, added that they provide LCAP progress reports to the schools four times a year. Board Members questions were addressed by staff.

B. Facilities Update Report

K. Jimenez, Assistant Project Manager, provided updates for the various ongoing facilities projects for Magnolia Science Academy (MSA)-1, 2, 7, Santa Ana and San Diego. She verbally corrected the typo on the report on the Bank of America Building at 18120 Sherman Way is for MSA-7. P. Ontiveros, General Counsel & Director of Facilities, reported on the 7111 Winnetka Ave project for MSA-5. Board Members questions were addressed by staff.

C. Verbal Update on Magnolia Properties Management (MPM) Inc.

P. Ontiveros, General Counsel & Director of Facilities, provided an update that the Magnolia Properties Management (MPM) Board held a meeting and approved the cross collateralization related to the Magnolia Science Academy (MSA)-7 project at 18120 Sherman Way. He added that MPM is the parent entity of the LLC that owns the property and Magnolia Educational & Research Foundation (MERF) owns 18120 Sherman Way. He added that since it is two different entities it was why both entities had to approve it. A.

Rubalcava, CEO & Superintendent, thanked M. Muhammedov and S. Covarrubias who also sit on the MPM Board.

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 9:20 PM.

Respectfully Submitted,
M. Muhammedov