

APPROVED



## Magnolia Public Schools

### Minutes

#### Regular Board Meeting

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**Date and Time**

Thursday November 13, 2025 at 6:00 PM

**Location**

Home Office: 250 E 1st Street, Suite 1500, Los Angeles CA 90012

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**Board Members:**

Mr. Mekan Muhammedov, Chair

Ms. Sandra Covarrubias, Vice-Chair

Dr. Umit Yapanel

Dr. Salih Dikbas

Ms. Diane Gonzalez

Mr. Serdar Orazov

**Student Board Member:**

Ms. Sofia Perez

**CEO & Superintendent:**

Mr. Alfredo Rubalcava

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**Directors Present**

D. Gonzalez, M. Muhammedov, S. Covarrubias, S. Orazov, U. Yapanel (remote)

**Directors Absent**

S. Dikbas

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## **Guests Present**

J. Lara

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### **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 Nov 13, 2025 at 6:06 PM.

#### **B. Pledge of Allegiance**

Board, staff and guests conducted the pledge of allegiance.

#### **C. Record Attendance and Guests**

Refer to the attendance information recorded above. S. Perez, Student Board Member, was present.

#### **D. Approval of Agenda**

D. Gonzalez made a motion to approve the agenda as presented.

S. Orazov seconded the motion.

S. Perez, Student Board Member, gave her preferential opinion as a statement of yes for this item.

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

#### **Roll Call**

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

#### **E. Public Comments**

No public comments were made at this time.

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

G. Serce, Chief Academic Officer, shared that Magnolia Science Academy (MSA)-San Diego was recognized as a 2025 California Blue Ribbon School for closing the achievement gap. He added that five (5) charter schools in California received this recognition. M. Craig, MSA-San Diego Principal, shared how proud she was of the students and staff. She thanked the school community and the MPS network and Board.

She also added that MSA-San Diego will be celebrating their 20th year and will have a gala celebration for the schools accomplishments over the years. S. Orazov, Board Member, also added more recognitions of past staff who shaped the school to what it is today.

B. Olivares, Chief Impact Officer, shared the CalKids Community workshop hosted at MSA-2 in partnership with the California State Treasurer's Office and State Treasurer, Fiona Ma. Videos of a message from Fiona Ma was shown in addition to a news segment about the event. A. Rubalcava, CEO & Superintendent, added his appreciation to the State Treasurer's Office and will be looking forward to co-presenting at the California Charter School Association Conference.

E. Acar, Deputy Superintendent, provided updates on the 2030 strategic plan work. The plan will come before the Board and public at the December board meeting.

S. Perez, Student Board Member, spoke about her first meeting and experience so far at the Los Angeles County Office of Education (LACOE) Superintendent Student Advisory Council. She added that she collaborated with other students and will be composing a project surrounding the roles of immigrants and their positions. She added that their group will be creating a video to educate their audience seeing how this topic is important in today's climate.

Board Members shared their comments surrounding all the great updates and thanked all those involved.

#### **G. Approval of Minutes from MPS Regular Board Meeting - October 9, 2025**

D. Gonzalez made a motion to approve the minutes from Regular Board Meeting on 10-09-25.

M. Muhammedov seconded the motion.

S. Perez, Student Board Member, gave her preferential opinion as a statement of yes for this item.

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

##### **Roll Call**

S. Dikbas      Absent

M. Muhammedov    Aye

U. Yapanel      Aye

D. Gonzalez      Aye

S. Covarrubias    Aye

S. Orazov      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 public employee discipline/dismissal release, conference with legal counsel on anticipated litigation, and conference with real property negotiations. They would report on any actions taken.

#### **B. Public Employee Discipline/Dismissal Release (§ 54957)**

Item was discussed in Closed Session.

#### **C. Conference with Legal Counsel – Anticipated Litigation**

Item was discussed in Closed Session.

#### **D. Conference with Real Property Negotiations (§ 54956.8)**

Item was discussed in Closed Session.

#### **E. Report Out of Closed Session**

M. Muhammedov, reported in open session at 10:09pm that on all items in closed session, the Board took no action and directed staff to take next steps.

### **III. Action Items**

#### **A. Approval of Board Resolution for Restructuring of Position(s) Across MPS Network for the 2025-26 School Year**

F. Del Carpio, Chief People Officer, reported that the action being presented was part of the responsibility to ensure long-term sustainability, instructional quality, fiscal health, and alignment with the organization's STEAM-focused mission. She noted that certain campuses did not meet projected enrollment targets, resulting in network-wide budget shortfalls. In response, a hiring freeze was instituted for certain positions, with an organizational focus on enrollment and ADA improvement. She stated that school leaders and the Home Office collaborated to analyze enrollment and ADA trends, review budgets, and identify cost-saving adjustments with an emphasis on protecting the student learning experience. The review of staffing models and the proposed restructuring represented a final measure. The restructuring includes role eliminations, role modifications/additions, internal reassignments, and alignment of structures to operational needs. She further stated that employees whose roles are impacted will remain employed through the end of the calendar year. They will maintain full benefits through their final day, receive holiday pay and payout of unused accrued time, and be guaranteed a first-round interview for any open MPS positions for which they qualify and apply. She also noted that if approved by the Board, formal notifications and communication would occur immediately. Board expressed the difficulty of this decision and recognized the impact.

An announcement was made noting that Student Board Member, S. Perez, left the meeting early.

M. Muhammedov made a motion to approve the resolution for restructuring position(s) across the MPS network to strengthen educational programs, support student achievement, enhance organizational efficiency, and ensure long-term sustainability and ensure strategic alignment for the 2025–26 school year with implementation effective date of January 1, 2026.

D. Gonzalez seconded the motion.

S. Covarrubias stepped out of the room during the presentation and vote and was recorded as absent for this item.

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

**Roll Call**

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

**B. Approval of General Contractor for Magnolia Science Academy-5 Charter School Facilities Program Increment #2**

P. Ontiveros, General Counsel & Director of Facilities, provided background of the project and recent updates. He added that they received three (3) bids for which staff reviewed diligently for compliance. With consultation of legal counsel they proposed to accept Del Amo Construction LLC. He discussed the budget implications and staff efforts to decrease the deficit. Representatives from Gateway provided details of the images on report and discussed the timeline for 2026-27 occupancy date. Board Members questions were addressed by staff and Gateway representatives.

M. Muhammedov made a motion to approve (1) the selection of Del Amo Construction LLC ("DAC") as the General Contractor for the amenities and auxiliary work portion of the increment number 2 scope of work for the Magnolia Science Academy-5 project at 7111 Winnetka Avenue (the "Project") and its bid of Seven Million Four Hundred Eight Thousand Seven Hundred Seventeen Dollars (\$7,408,717) and (2) further approve that MPS Staff be authorized to negotiate and sign a contract with DAC in such form as MPS Staff may deem appropriate and in the best interests of MPS.

D. Gonzalez seconded the motion.

S. Covarrubias stepped out of the room during the presentation and vote and was recorded as absent for this item.

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

**Roll Call**

D. Gonzalez	Aye
U. Yapanel	Aye
S. Orazov	Aye

**Roll Call**

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

**C. Approval of Solar Contractor for Magnolia Science Academy-5 Charter School Facilities Program Increment #2**

P. Ontiveros, General Counsel & Director of Facilities, reported that the item is related to the previous item on the project's increment 2 stage. He discussed the three (3) bids that were received the the process in recommending approval of Pro-Craft Construction, Inc. He added that they were also in the increment 1 contractor. He reviewed the budget implications and reiterated that staff is working to reduce the deficit of the projects cost. P. Ontiveros, proposed to remove clause two (2) of the report's motion to ensure transparency to the Board and to track all dollars to this project. Board Members had no objections to the recommendation to remove section two (2) and their questions were addressed by staff and Gateway representatives.

The section on the motion that will be removed is "(2) approve a contingency of One Hundred Thousand Dollars (\$100,000) for unforeseen conditions (which would be taken from the contingency that the Project is already carrying)"

M. Muhammedov made a motion to amend the existing motion and (1) approve the selection of Pro-Craft Construction, Inc. ("PCC") as the contractor for the solar photovoltaic carport portion of the increment number 2 scope of work for the Magnolia Science Academy-5 project at 7111 Winnetka Avenue (the "Project") and its bid of Eight Hundred Eighty Nine Thousand Dollars (\$889,000), and (3) further approve that MPS Staff be authorized to negotiate and sign a contract with PCC in such form as MPS Staff may deem appropriate and in the best interests of MPS.

S. Orazov seconded the motion.

Motion was revised to remove section two (2) on the report's proposed action.

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

**Roll Call**

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

**D. Approval of Gibson Dunn to Provide Legal Counsel to Magnolia Public Schools on an As-Needed Basis**

P. Ontiveros, General Counsel & Director of Facilities, reported MPS works with multiple law firms based on the organization's need and this proposed action would be to add Gibson Dunn as another law firm to utilize as the need arises.

S. Orazov made a motion to approve Gibson Dunn to provide legal counsel to Magnolia Public Schools on an as-needed basis.

D. Gonzalez seconded the motion.

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

**Roll Call**

M. Muhammedov Aye

U. Yapanel Aye

S. Covarrubias Aye

S. Orazov Aye

D. Gonzalez Aye

S. Dikbas Absent

**E. Approval of Updated English Learner (EL) Master Plan**

K. Mann, Director of EL & ELA Programs, reported on the updated English Learner Master Plan for immediate implementation across the MPS network. She reported that since the last board approval in August there have been several significant updates that have occurred which prompted a mid-year revision. She reported that NWEA released a new norming study which has updated the MAP growth norms as well as the cut-scores used for SBAC projections. Additionally, ELAC Bylaws and the EL Master Plan was updated by legal counsel, YM&C. She added that sections L through P of the EL Master Plan was strengthened. These sections focused on improving communication compliance and program evaluations, clarified required parent outreach and ELAC membership and duties, established a formalized process for the annual ELD program evaluations, reinforces commitment to translating documents for language groups representing at least 15% of student enrollment, and outlined the annual parent notification process for language programs and parent translation rights.

S. Orazov made a motion to approve the changes to the Magnolia Public Schools English Learner Master Plan for the 2025-2026 school year.

S. Covarrubias seconded the motion.

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

**Roll Call**

S. Dikbas Absent

S. Covarrubias Aye

M. Muhammedov Aye

D. Gonzalez Aye

U. Yapanel Aye

S. Orazov Aye

**F. Approval of Custodial and Janitorial Services Vendors to the Approved Vendors List**

S. Acar, Chief Operations Officer, reported on the RFP process for the custodial and janitorial services for private sites. If board approved these vendors will be added to the approved vendors list. He added that they had an Evaluation Committee which consisted

of private site school principals, Deputy Superintendent, E. Acar, and the Facilities Department.

S. Orazov made a motion to approve the following three (3) vendors to the approved vendors list to generate a pool of approved companies for custodial and janitorial services. The vendors are Side by Side, CCS, and Facilities 360.

D. Gonzalez seconded the motion.

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

**Roll Call**

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

**G. Approval of Integrated Pest Management Policy as a MPS Policy for Compliance with AB 2260 / Healthy Schools Act (2000)**

S. Acar, Chief Operations Officer, reported on the Integrated Pest Management Policy which is a compliance matter that must be board approved. It will ensure compliance with the California Healthy Schools Act by adopting a standardized policy, training protocol, and notification system for pesticide management and integrated pest control practices. He added that he will be the person to ensure compliance of this policy. Furthermore, with the Accountability Department, ensure annual notifications to families. Board Members questions were addressed by staff.

D. Gonzalez made a motion to approve the Integrated Pest Management (IPM) Policy and authorization to implement the Healthy Schools Act (AB 2260, 2000) compliance program across all MPS sites.

S. Orazov seconded the motion.

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

**Roll Call**

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

**H. Approval of the MPS SB 1383 Waste Diversion Requirements Compliance Policy**

S. Acar, Chief Operations Officer, reported that public schools are required to work with their city or county waste management company to pick-up meals/foods that are not used. He noted that in MPS schools that waste is minimal because of the tracking of meals. He also noted that this is for private sites. If board approved they will work with the

waste management companies for pick-up times at the private sites. Board Members questions were addressed by staff.

M. Muhammedov made a motion to approve the adoption of the MPS SB 1383 Compliance Policy to ensure all Magnolia Public Schools meet California's organic waste diversion and edible food recovery requirements.

S. Orazov seconded the motion.

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

**Roll Call**

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

**IV. Informations/Discussion Items**

**A. MPS Annual Authorizer Oversight Reports**

D. Yilmaz, Chief Accountability Officer, presented the oversight report given to MPS by the San Diego Unified School District. G. Serce, Chief Academic Officer, presented the feedback and review under Operations & Academics. J. Lara, Board Secretary, presented the review and feedback under Governance. S. Budhraja, Chief Financial Officer, presented the analysis and feedback under Finance. Board Members questions were addressed by staff.

**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 11:15 PM.

Respectfully Submitted,

M. Muhammedov