

PAZLO EDUCATION FOUNDATION BOARD OF DIRECTORS
Governing Board of APEX Academy and Matrix for Success Academy
REGULAR MEETING MINUTES
5:00 PM, Tuesday April 24, 2018

I. Call to Order

Meeting was called to order at 5:02PM.

II. Roll Call

	Present	Absent
● Ms. Gail Shaw-Hawkins	<u> X </u>	_____
● Ms. Jody Molodow	<u> X </u>	_____
● Ms. June Getz	<u> X </u>	_____
● Ms. Marla Mattenson	<u> X </u>	_____
● Ms. Allison Hendrick	<u> X </u>	_____

III. Approval of Minutes

A. April 3, 2018

Approval of minutes postponed to future meeting. Minutes not available.

IV. Directors' Updates

- A. Charter news and advocacy
- B. APEX, Matrix Facility/staffing, and DPNG learning platform
- C. Enrollment, attendance
- D. Academic achievement update
- E. LCAP Update for APEX and LCAP initial Plan for Matrix

Director Paz was not present at this governing board meeting. Director Lopez provided an update on the lease negotiations with New Hope Church as the first site of the Matrix for Success Academy; it was reported that a lease agreement is close as the cost of securing Conditional Use Permit (CUP) is negotiated to be included. Director Lopez indicated that administrators for the Matrix have started and will be going through a two week on-boarding covering the DP model, Matrix petition and Competency Based education. Mr. Lopez again discussed the inclusion of data from NWEA showing academic progress schoolwide and within significant subgroups; this multi-year data will be included within LCAP goals for APEX.

V. Business for Review and Discussion

- A. Certificated/Classified Staff Update
- B. Governing Board member recruitment and training
- C. April 26, 2018 Oversight Visit
- D. Matrix Budget and staffing update, Facilities Grant Application and PCSGP

Mr. Lopez spent time describing to the board the preparation taking place for the upcoming LAUSD oversight visit this week (April 26), highlighting the progress made across all grade levels within NWEA testing; while proficiency level remain low, growth is observed across all grade levels and all significant subgroups. Mr. Lopez also discussed that fiscal picture will be enhanced in the positive as the Facilities Incentives grant for APEX and the PCSGP grant for Matrix go through and are incorporated into both school budgets in the next couple months.

VI. Business for Action

- A. Review and approval of March 2018 financial statements, Enrollment/ADA, check/voucher register and balance sheet for APEX Academy. Income statement for Matrix for Success Academy

Ayanthy Peiris from ExEd, provided the financial dashboard and reviewed the statements for February 2018. Director Lopez affirmed that with the P 2 report submitted, revenue for the 1st half of 2018-19 will reflect revenue based on ADA 362 versus ADA 342 during current year, an improvement of 20 ADA. Mr. Lopez also again explained that partial salaries of directors and operations manager will continue to be shifted to Matrix account as more work and activity is directed toward the Matrix start-up. Moved by Molodow, Second by Getz; the following vote took place:

Item A was Approved by the following vote: AYES- Shaw-Hawkins, Hendrick, Getz, Molodow, Mattenson. NAYES – 0, Abstain – 0. Absent – 0

- B. Review and approval of Employee Handbook and Fiscal Policies Handbook. Documents have been updated to reflect language from addition of Matrix for Success Academy, benefits information reflective of the various work calendars, etc.

Mr. Lopez started by stating that the Employee Handbook will continue to be revised and will therefore be reviewed and approved at a later meeting. Mr. Lopez reviewed the fiscal handbook emphasizing the changes to satisfy compliance and add clarity to payments over \$10K. Moved by Getz, Second by Molodow; the following vote took place:

Item B was Approved (Fiscal Handbook only) by the following vote: AYES- Shaw-Hawkins, Hendrick, Getz, Molodow, Mattenson. NAYES – 0, Abstain – 0. Absent – 0

C. Review and approval of Employment Agreements of school directors for school year 2018-2019.

Item C Postponed. This item was postponed to May meeting, given director Paz's absence.

D. Recommendation to approve "At-Will Employment Agreements" for school year 2018-2019 for classified employees. Classified employees need to be given letters of reasonable assurance of employment prior to end of school year.

Per request from board member Shaw-Hawkins, the "At-Will Employment Agreement" for classified employees was includes all job titles/categories included within the "classified" class of employees. Moved by Getz, Second by Molodow; the following vote took place:

Item D was Approved by the following vote: AYES- Shaw-Hawkins, Hendrick, Getz, Molodow, Mattenson. NAYES – 0, Abstain – 0. Absent – 0

VII. Public Comment

A. TBD

No public comments made

VIII. Closed Session

Personnel (Government Code Section 54957)

Employee Evaluation School Directors

Employment School Directors

No closed session held

IX. Adjournment

a. Meeting was adjourned at **6:15PM**

Moved by Getz, Second by Molodow; the following vote took place:

Adjournment Approved by the following vote: AYES- Shaw-Hawkins, Hendrick, Getz, Molodow, Mattenson. NAYES – 0, Abstain – 0. Absent – 0

The PazLo Governing Board encourages your attendance and participation at its monthly meetings.

Requests for disability related modifications or accommodations shall be made 24 hours prior to the meeting to the Board Secretariat in person or by calling (323) 817-6550.

Individuals wishing to speak at a Board meeting must sign up at the meeting. There will be no sign ups in advance of the meeting. Speakers must sign up prior to the item being acted upon by the Board. Speakers should plan to arrive early as items with no speakers may be acted on at the beginning of the meeting.

Materials related to an item on this Order of Business distributed to the PazLo Governing Board are available for public inspection at the APEX Academy Main Office, Room 321.

The PazLo Governing Board invites all interested community members to attend the monthly Board meetings. Meeting calendars, agendas and minutes for previous meetings may be found in the APEX Academy Main Office, as well as at: www.apexacademy.org