

PAZLO EDUCATION FOUNDATION BOARD OF DIRECTORS
Governing Board of APEX Academy and Matrix for Success Academy
REGULAR GOVERNING BOARD MEETING MINUTES

1309 N. Wilton Place, Los Angeles, CA 90028 – Bernstein Library
1010 E. 34th Street, Los Angeles, CA 90011 – Room 1
COVID19 SOCIAL DISTANCING - TELECONFERENCE MTG.
4:00 PM, Tuesday December 8, 2020

I. Call to Order

Meeting was called to order at 4:07PM.

II. Roll Call

	Present	Absent
● Jody Molodow	<u> X </u>	_____
● June Getz	_____	_____
● Marla Mattenson	<u> X </u>	_____
● Allison Hendrick	<u> X </u>	_____
● Lynnette Jenkins	<u> X </u>	_____
● Mary Jane Wagle	<u> X </u>	_____

III. Approval of Minutes

A. October 29, 2020.

October 29, 2020 Regular Board meeting minutes were reviewed. Board member Wagle indicated a correction to be applied to the minutes. Moved by Wagle, Second by Molodow; with the corrections made in minutes, the following vote took place:

Meeting Minutes were Approved by the following vote: AYES- Jenkins, Hendrick, Molodow, Wagle. NAYES – 0, Abstain – 0. Absent – Mattenson, Getz.

IV. Directors' Updates

- A. CARES Act / LLMF Funds – Funds Allocation Update
- B. Enrollment, attendance update
- C. LA County Health Guidance update – re-opening, hybrid, testing, tracing.
- D. APEX Academy – Admin Update
- E. Matrix for Success Academy – Admin Update – Revenue Deferral Exemption App.

Director Lopez updated the Board on the CARES Act LLMF funds, stating that additional technology upgrades are being procured for staff. He indicated that LeCAPs documents written for each school detail further actions at each one of the schools.

Director Paz discussed the various guidance documents coming from the CA CDE, LA County Health, and LAUSD, focusing on the discrepancies and varied approached charters schools and districts have been taking regarding serving students. Paz also provided an overview of the college counseling process to ensure our students are still applying and moving toward continuing their education after graduation. School administrators updated the Board regarding issues faced by our families and staff, COVID infections and related issues.

Director Lopez indicated that APEX can weather the deferrals, but Matrix will be negatively impacted by the deferrals. Director Lopez, Ayanthy from ExEd, and Matrix Admin explained the need to apply for revenue deferral exemption for Matrix, particularly in light of the ADA cap specifically applying to non-classroom based schools like Matrix.

V. Business for Review and Discussion

- A. PPP SBA Loan Forgiveness Process update
- B. Facilities and school operations updates
- C. Annual Audit Review - TIME CERTAIN @ 4:20PM
- D. Matrix Revenue Deferral Exemption

Ayanthy Peiris updated the Board regarding the PPP Loan, indicating that we are still waiting for more concrete guidance from our Bank as to the process to file for forgiveness. Director Lopez discussed that the annual audit was finalized with no findings and will be discussed during this meeting with a rep from CLA, Marlen Gomez. Director Lopez and Ayanthy walked the Board through the deferral exemption application and process. Director Paz provided an overview of the facilities issues.

VI. Business for Action

- A. Review of October 2020 financial statements, Enrollment/ADA, check/voucher register and balance sheet for APEX Academy and Matrix for Success Academy.

Ayanthy Peiris from ExEd, provided the financial dashboard and reviewed the October 2020 financials. Director Lopez indicated that net income is projected for both schools at this time, however, Matrix's net income is projected to be minimal. Moved by Molodow, Second by Mattenson; the following vote took place:

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

- B. Review and approval of 1st Interim Reports for APEX Academy and Matrix for Success Academy. These compliance reports are due to authorizer and LACOE.

Ayanthy Peiris from ExEd, provided a review of the 1st Interim Reports for both schools. Moved by Wagle, Second by Molodow; the following vote took place:

Item B was Approved by the following vote: *AYES- Hendrick, Mattenson, Molodow, Wagle. NAYES – 0, Abstain – 0. Absent – Jenkins, Getz.*

- C. Recommendation for approval of Board Resolution to pursue Revenue Deferral Exemption for Matrix for Success Academy. Given the tough fiscal cash flow projections for Matrix, the ADA cap instituted by budget bills, and limited access to commercial credit markets, being able to receive revenue payments as traditionally scheduled would allow us to stay on positive fiscal health.

Director Lopez provided a review of the resolution to continue to pursue an exemption from revenue deferrals from the CA CDE for Matrix for Success Academy. Moved by Hendrick, Second by Molodow; the following vote took place:

Item C was Approved by the following vote: *AYES- Hendrick, Mattenson, Molodow, Wagle. NAYES – 0, Abstain – 0. Absent – Jenkins, Getz.*

- D. Review and approve the 2020-21 budget overview for parents (BOP) for both schools. This is a component of the Local Continuity and Attendance Plan (LeCAP) submitted and approved earlier by this board.

Director Lopez and Ayanthy Peiris provided an overview of the BOP for each one of the schools, APEX and Matrix. A discussion took place regarding the accessibility of the document for the “mainstream” parent; Director Lopez indicated that school leadership is committed to always presenting compliance documents in the most “friendly” and “accessible” language possible. Moved by Mattenson, Second by Hendrick; the following vote took place:

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

- E. TIME CERTAIN @ 4:20PM - Review and approval of PazLo's 2019-20 Annual Independent Audit. The independent annual audit is a legal requirement and must be reviewed and approved by governing board of a charter school. The audit is due to authorizer, county and CDE by December 15.

CLA's Marlen Gomez joined in the call to provide an overview of the 2019-20 annual audit. Ms. Gomez explained some of the new guidance and regulations due to the current COVID-19 issues; she proceeded to review the actual audit document stating that no findings are a part of the audit. Director Lopez reviewed the process and highlighted the productive relationship between CLA, PazLo and ExEd in ensuring a clean audit happens. Moved by Wagle, Second by Jenkins; the following vote took place:

Item E was Approved by the following vote: *AYES- Jenkins, Hendrick, Mattenson, Molodow, Wagle. NAYES – 0, Abstain – 0. Absent – Getz.*

- F. Review and approval of Conflict of Interest Code. Under a recently adopted State Law (SB 126), there is a requirement that charter schools adopt a Conflict of Interest Code approved by the County of Los Angeles, if their agency jurisdiction is within the boundaries of LA County's jurisdiction. This law changes conflict of interest reporting to the County of Los Angeles for purposes of Form 700, from previous LAUSD jurisdiction.

Director Lopez reviewed the proposed code from the LA County to be adopted in compliance with SB 126, noting the main change is the mandate to send form 700 forms to LA County rather than our authorizer LAUSD. Moved by Molodow, Second by Hendrick; the following vote took place:

Item F was Approved by the following vote: *AYES- Hendrick, Mattenson, Molodow, Wagle. NAYES – 0, Abstain – 0. Absent – Jenkins, Getz.*

- G. Review, certification, and approval of Matrix for Success Academy NCB Compliance. As approved at earlier meeting resolution and policy, Governing Board certifies ongoing full compliance of NCB documentation and ADA reports at every regular meeting for every attendance month/learning period throughout the school year.

Matrix's Margret Woelke presented the documentation and certification regarding compliance with ADA reporting and new enrollments. While current classification and statistical reports are not driving ADA or revenue during the 2020-21 school year, it is still maintained for compliance and audit purposes. Moved by Wagle, Second by Mattenson; the following vote took place:

Item G was Approved by the following vote: *AYES- Hendrick, Mattenson, Molodow, Wagle. NAYES – 0, Abstain – 0. Absent – Jenkins, Getz.*

VII. Public Comment

A. TBD

No public comment.

VIII. Closed Session

Personnel (Government Code Section 54957)

a. Executive Director(s) review

No closed session held.

IX. Adjournment

a. Meeting was adjourned at 6:07PM.

Moved by Hendrick, Second by Mattenson; the following vote took place:

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

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.apexacademyia.org