

**PAZLO EDUCATION FOUNDATION BOARD OF DIRECTORS**  
**Governing Board of APEX Academy and Matrix for Success Academy**  
**REGULAR GOVERNING BOARD MEETING MINUTES**  
**5:00 PM, Tuesday February 25, 2020**

**I. Call to Order**

Meeting was called to order at 5:07PM.

**II. Roll Call**

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

**III. Approval of Minutes**

A. January 28, 2020.

*January 28, 2020 Regular Board meeting minutes were reviewed. Moved by Molodow, Second by Hendrick; the following vote took place:*

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

**IV. Directors' Updates**

- A. APEX Facility/Prop39 for 2020-21
- B. Enrollment, attendance update
- C. Academic achievement update
  - a. APEX Oversight
  - b. APEX Academic Growth Data Review and LCAP Progress Report
  - c. WASC Accreditation Letter
  - d. AB 1505 Renewal Criteria

*Director Lopez updated the Board on Prop39 matters for APEX Academy; LAUSD leasing has yet to indicate or figure out how/when the \$37K credited under the alternative agreement will be given to APEX Academy. Lopez discussed the loss of 2 additional classrooms at APEX, thus requiring a restructuring to mitigate the space loss for the 2020-21 school year. Enrollment and attendance data for both APEX and Matrix was provided by Paz and Lopez, highlighting that while APEX will remain flat, Matrix is expected to exceed the 230-enrollment projection included in the current year budget. A review of the oversight visit at APEX Academy was provided by the directors, inclusive of all the academic achievement data shared with the LAUSD team. An LCAP overview data report was also shared with the governing board; Lopez indicated that the LCAP template has again changed as it has for the last 5 years in a row. The Governing board was given copies of the WASC accreditation letter for APEX reviewing terms of accreditation. Director Lopez provided a presentation and handouts regarding the upcoming implementation of AB 1505 and its effects on both schools in terms of oversight and renewal.*

**V. Business for Review and Discussion**

- A. Certificated/Classified Staff Update – AB 1505/1507 Review
- B. Fiscal Stabilization Plan Update - CAM Resolution to Include Matrix for Success Academy
- C. APEX Oversight Update (on 2/14/20)
- D. Notice to Cure Update
- E. Clifton, Larsen, Allen, LLP Update – NCB Special Audit agreement and Annual Engagement letter
- F. Non-Classroom Based Regulations and Compliance Training for Governing Board.

*Director Lopez's AB 1505 report included a discussion of staffing related issues for the 2020-21 school year. The CAM resolution to include Matrix for Success Academy was discussed; it was indicated that this will reduce the intra-agency loan amounts between APEX and Matrix in the future given that Matrix receivables can be purchased by CAM as well. Lopez discussed the Oversight visit for APEX, expressing that the APEX team is confident of their work and moving forward on implementation of more competency-based content and curriculum through their PLCs.*

*Director Lopez provided an update on the Notice to Cure (NTC) matter and actions taken to address the concerns included in the NTC. A presentation/training on Non-Classroom Based Compliance was shared with the Board as part of the actions to address Notice To Cure items. Matrix staff has completed a 3 part series of trainings related to NCB compliance and documentation.*

**VI. Business for Action**

- A. Review of January 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 January 2020 financials. Director Lopez emphasized that Matrix enrollment and ADA is likely to increase, however, APEX enrollment is likely to stay the same. Moved by Wagle, Second by Molodow; 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 2<sup>nd</sup> Interim Report, Enrollment/ADA for APEX Academy. This is a financial report due to the LAUSD and LACOE.

*Ayanthy Peiris from ExEd, reviewed the 2<sup>nd</sup> Interim Report for APEX Academy to be submitted to authorizer. Moved by Molodow, Second by Wagle; 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. 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 for Success Admin, Ms. Woelke, presented the certification forms for the most recent months for Track A and B; they reviewed and stated that all new students added within indicated month have fully executed MAs and all relevant documentation necessary for ADA reporting. Additionally, Matrix admin, reviewed the actual ADA data for corresponding learning periods to be submitted and asserted that all necessary documentation for all students for whom ADA is reported for indicated month is compliant. 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 approval of Governing Board Resolution of continuance of receivable sales through Charter Asset Management (CAM) as necessary. Resolution approved last year included APEX Academy receivables sales only; given Matrix for Success Academy's cash flow needs and 2019-20 P1 Report submission for Matrix, Matrix receivables sales can also be considered as appropriate. This will allow for future transaction flexibility and will reduce the interagency loans moving forward.

*Director Lopez reviewed resolution and discussed that given that revenue payments for Matrix will be increasing, including them in future CAM transactions will reduce the intra-agency loans needed. Moved by Molodow, 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. Review and Recommendation for approval of Organization's Form 990 - Tax IRS form for non-profit corporations. 990 form for 2018-19 fiscal year.

*Item E was postponed for future meeting. Document not available.*

- F. Review and Recommendation for approval of Auditor selection for fiscal year 2019-2020. Letter of Engagement with auditing firm CliftonLarsonAllen LLP, has been received. Approval is needed to move forward with preliminary work prior to end of fiscal year on June 30, 2020.

*Director Lopez proceeded to review Letter of Engagement from CLA. Lopez stated that costs will be a discussion item with CLA for future work. Moved by Wagle, 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.

## **VII. Public Comment**

- A. TBD

*No Public comment*

## **VIII. Closed Session**

- Personnel (Government Code Section 54957)

*No closed session held*

## **IX. Adjournment**

- a. Meeting was adjourned at 6:20PM.

*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.apexacademy.org](http://www.apexacademy.org) Office, as well as at: [www.apexacademy.org](http://www.apexacademy.org)