

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 June 28, 2022

I. Call to Order

Meeting was called to order at 4:10PM.

II. Roll Call

	Present	Absent
• Jody Molodow	_____	<u>X</u> _____
• June Getz	<u>X</u> _____	_____
• 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. May 24, 2022 - Regular Meeting

May 24, 2022, Board meeting minutes were reviewed. Moved by Mattenson, Second by Wagle; the following vote took place:

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

IV. Directors' Updates

- A. EOY Enrollment, ADA update
- B. Academic Achievement Update – LCAP
- C. HR/Staff Update- Admin Transitions
- D. Board Partners Update – Woelke
- E. William's Legislation Audit AB-599

Director Lopez provided an overview of EOY enrollment and attendance, indicating that enrollment and ADA for the year is settled close to the numbers included in P2 report for APEX, but increased by close to 10% at Matrix as more students increased academic work as they pushed toward graduation in final 4 weeks.

Administrator Woelke provided final review of LCAP goals and academic achievement metrics at both schools. She also provided an update on the surveys needing completion for Board Partners. Director Lopez an overview of the William's legislation audit inclusion of charter schools for the first time in 22 years; APEX Academy will be audited in 2022-23 under the Williams Audit in the areas of facilities, credentialing, and instructional materials.

V. Business for Review and Discussion

- A. School Facilities
- B. LAUSD Oversight Visits – Matrix, APEX
- C. 2022-23 Budget/LCAP - Approval
- D. 2020-2021 IRS 990 Review
- E. 2022-23 Budget Preview/overview – Governor's Budget trailer bill
- F. Matrix Funding Determination Formula

Board heard final presentation of LCAPs and discussion held for both schools. Director Lopez updated the board on final shared use agreement included on Prop39 offer for APEX, indicating that a Overalllocation penalty is expected for the 2021-22 school year.

Ayanthy Peiris from ExEd provided an update on the latest budget news indicating that the hold-harmless budget provisions will apply to APEX and only for 2021-22; this will improve the fiscal position for APEX Academy during the current fiscal year. Director Lopez updated the Board on the submission of the Matrix's funding determination form and documentation.

VI. Business for Action

A. Review of May 2022 financial statements, Enrollment/ADA, check/voucher register and balance sheet for APEX Academy and Matrix for Success Academy.

No action taken. Item A action moved to July 2022 meeting

B. Review and Recommendation for approval of the 2022-23 Budget and LCAP (Local Control Accountability Plan), inclusive of Budget Overview for Parents (LCAP BOP) and Local Indicators for APEX Academy and Matrix for Success Academy. This LCAPs are new plans for each school due along with the respective 2022-23 Budgets for the schools.

School budgets for 2022-23 were reviewed and discussed. 2022-23 LCAPs were reviewed and approved for both APEX Academy and Matrix for Success Academy. Moved by Wagle, Second by Hendrick; the following vote took place:

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

- C. Recommendation for Approval of 2022-23 EPA Spending plan. This is a compliance action to ensure funds from the Education Protection Account (EPA) are being used for certificated teacher salaries.

Ayanthy Peiris shared EPA spending plans for 2022-23; plans were reviewed and discussed for both APEX Academy and matrix for Success Academy. Moved by Wagle, Second by Mattenson; the following vote took place:

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

- D. Review and approval of MOU with The Fulfillment Fund for Class of 2023 Post-Secondary support. This MOU will bring additional post-secondary support and mentoring services for the current graduating Class of 2023.

Director Lopez reviewed and discussed the need for approval of the MOU with The Fulfillment Fund. Successes from their support were highlighted from the prior two graduating cohorts. Moved by Wagle, Second by Hendrick; the following vote took place:

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

- E. Review and approval of updated PazLo Fiscal Policy Handbook. Updates include procedures regarding late receipts and procedures regarding the handling of late fees.

Director Lopez reviewed updates to the Fiscal Policies handbook inclusive of handling of late receipts and procedures to ask all vendors to switch to digital invoicing. Moved by Wagle, Second by Hendrick; the following vote took place:

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

- F. Review and approve recurring payments to vendors (MOUs, contracts. Lease, etc.). Vendors include: ExEd, CharterSafe, Revolution Foods.

Director Lopez reviewed the ExEd Notice of Terms Supplement for their services for the 2022-23 school year. Moved by Wagle, Second by Hendrick; the following vote took place:

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

- G. Williams Legislation Monitoring AB-599 APEX Academy - Certification of instructional materials sufficiency and approval of course-specific instructional materials list to be integrated into curricular planning, PD and instructional delivery.

Director Lopez explained and provided background on the most current Williams Legislation, AB 599, which added charter schools for the first time to the auditing cycle, indicating that APEX Academy was included. The list of instructional materials for the schools was reviewed for approval. Moved by Mattenson, Second by Hendrick; the following vote took place:

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

- H. Approval of PazLo Board Officers for 2022-23.

Governing Board engaged in discussion and election of Board Officers for 2022-23. The officers elected are as follow: Co-chairs June Getz and Allison Hendrick, Secretary Jody Molodow, Treasurer Mary Jane Wagle, and members Lynette Jenkins and Marla Mattenson. Moved by Wagle, Second by Hendrick; the following vote took place:

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

- I. Approval of updated PazLo Bank signers. Amend as necessary, inclusive of adding Margret Woelke as Executive Director.

Given the appointment of Margret Woelke as executive director, the Governing Board approved the addition as PazLo Bank account signer of Margret Woelke. In addition, Marla Mattenson was added as an “approver” from the board for the Spendbridge platform. Moved by Mattenson, Second by Hendrick; the following vote took place:

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

Molodow.

J. Recommendation to approve Governing Board Meeting Calendar for FY 2022-23.

Director Lopez reviewed the proposed Governing Board Meeting Calendar. Moved by Mattenson, Second by Hendrick; the following vote took place:

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

K. Approve AB361 Compliance Resolution; it provides that if a state of emergency remains in place, a local agency must make certain findings by majority vote to continue using the bill's exemption to the Brown Act teleconferencing rules. Given current health conditions, it is recommended that the Board of Directors approve Resolution: Teleconference Board Meeting Pursuant to Special Rules in Government Code Section 54953(e) and approve the July 2022 PazLo Meeting to be held as a Teleconference Board Meeting.

Director Lopez reviewed the AB361 resolution for compliance. Moved by Mattenson, Second by Wagle; the following vote took place:

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

L. 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 ADAreports at every regular meeting for every attendance month/learning period throughout the school year.

Matrix Site Administrator Brooks reviewed compliance certifications and related documents for school months ended and completed prior to the present Governing Board meeting date. Moved by Wagle, Second by Mattenson; the following vote took place:

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

VII. Public Comment

A. TBD

No public comment

VIII. Closed Session

Personnel (Government Code Section 54957)

- a. Executive Director employment
- b. Co-Executive Director employment
- c. 2021-22, 2022-23

No closed session held

IX. Adjournment

- a. Meeting was adjourned at **6:16PM**.

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

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

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