

**PAZLO EDUCATION FOUNDATION BOARD OF DIRECTORS**  
**Governing Board of APEX Academy and Matrix for Success Academy**  
**REGULAR MEETING MINUTES**  
**5:00 PM, Tuesday July 25, 2017**

**I. Call to Order**

Meeting was called to order at 5:12PM.

**II. Roll Call**

	Present	Absent
● Ms. Gail Shaw-Hawkins	<u>X</u>	_____
● Mr. John Berns	<u>X</u>	_____
● Mr. Rodney Hargrove	<u>X</u>	_____
● Ms. June Getz	<u>X</u>	_____
● Ms. Marla Mattenson	<u>X</u>	_____

**III. Approval of Minutes**

A. June 15, 2017 Minutes

*June 25, 2017 Board meeting minutes reviewed. Moved by Shaw-Hawkins, Second by Berns ; the following vote took place: Meeting Minutes were Approved by the following vote: AYES- Shaw-Hawkins, Berns, Hargrove, Getz, Mattenson . NAYES – 0, Abstain – 0. Absent –*

**IV. Directors' Updates**

- A. Charter news and advocacy
- B. APEX, Matrix, and DP
- C. Enrollment, Unaudited actuals

*Director Lopez and Paz updated the governing board on the development of the DPNG education platform. Directors stated that they are optimistic enrollment numbers thus far, school is over 400 students so far. Director Paz updated the board on his participation at the iNACOL conference and planning consortium focusing on the innovation that Matrix for Success Academy will bring to the education sector in Los Angeles in terms of competency-based education.*

**V. Business for Review and Discussion**

- A. Certificated/Classified Staff Update
- B. LCAP 8 State priorities and goals review within new CA CDE adopted template/framework
- C. Governing Board member recruitment.

*Director Lopez and Paz updated the governing board on the prior year staff turnover rate; it was explained that the loss of just 3 instructional staff was improvement from the previous year. An update was given regarding the two visiting prospective members as well as other potential board member to be added in the near future. Jody Molodow and Allison Hendrick, visiting prospective board members, were introduced to the rest of the governing board; both directors Paz and Lopez expressed to the Board the wealth of experience both visitors will add to our current board. Directors stated their plan to have a Saturday board retreat in the next few months to share with governing board the broad vision for the organization's impact in education.*

**VI. Business for Action**

- A. Review and approval of June 2017 financial statements, Enrollment/ADA, check/voucher register and balance sheet for APEX Academy.

*Gordon Engstrom and Ayanthy Peiris from ExEd, provided the financial dashboard and reviewed the statements for June 2017. Director Lopez updated the board on the additional expenses related to lower P2 enrollment, acquisition of DP assets, and additional legal cost associated with special ed. Moved by Getz, seconded by Hargrove, the following vote took place: Item A was Approved by the following vote: AYES- Berns, Shaw-Hawkins, Mattenson, Hargrove, Getz. NAYES – 0, Abstain – 0. Absent – 0*

- B. Recommendation to approve 2017-18 ExEd Services Contract with CALPADS Support, and corresponding monthly recurring payments.

*Director Lopez discussed with governing board the ExEd contract for their services, noting a 5% increase for services and 2% increase within the CALPADS support component. Moved by Getz, seconded by Berns, the following vote took place: Item B was Approved by the following vote: AYES- Berns, Shaw-Hawkins, Mattenson, Hargrove, Getz. NAYES – 0, Abstain – 0. Absent – 0.*

- C. Recommendation to approve 2017-18 CharterLife Services Contract, and corresponding monthly recurring payments. CharterLife is the broker procuring and processing the organization's health benefits package (medical, dental, vision, and life insurance). Package is preliminarily forecasted to cost approximately \$590K

based on assumptions from 2016-17 with monthly payments between \$40K-\$55K depending on employee categories. As a conversion school APEX's benefits package mirror LAUSD's.

*Moved to August meeting*

- D. Recommendation to approve 2017-18 CharterSafe Services Contract, and corresponding monthly recurring payments. CharterSafe is the broker procuring the various required insurance products (inclusive of Workers' compensation insurance) and processing claims respective to insurance products purchased. Package is preliminarily forecasted to cost approximately \$58K, with an initial deposit and monthly payments of approximately \$5K.

*Director Lopez discussed with governing board the 5% increase was due to the increase of employees over the previous year. It Moved by Shaw-Hawkins, seconded by Getz, the following vote took place:*

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

- E. Recommendation to approve 2017-18 Revolution Food Agreement Addendum for 2017-18 and corresponding monthly recurring payments. Revolution Foods is our food vendor providing BIC and lunch meals for qualifying and participating students under the NSLP. Payments and reimbursements are based on meals served to eligible students.

*Director Lopez discussed with governing board that overall the school is satisfied with the services from this vendor. APEX completed a state audit as a first year School Food Authority with no issues or findings of any kind. Moved by Shaw-Hawkins, seconded by Getz, the following vote took place:*

*Item E was **Approved** by the following vote: AYES- Berns, Shaw-Hawkins, Mattenson, Hargrove, Getz. NAYES – 0, Abstain – 0. Absent – 0.*

#### F. Governing Board member appointment and elections

*June Getz recommended electing Jody Molodow to the governing board. She conferenced with her over the phone and based on the conference she expressed that she felt that Jody Molodow will bring much needed education expertise and particularly special education knowledge. Moved by Getz, seconded by Shaw-Hawkins, the following vote took place:*

*Item F was **Approved** by the following vote: AYES- Berns, Shaw-Hawkins, Mattenson, Hargrove, Getz. NAYES – 0, Abstain – 0. Absent – 0.*

#### VII. Public Comment

A. TBD

#### VIII. Closed Session

Personnel (Government Code Section 54957)

Employee Discipline/Dismissal/Release

*No closed session held*

#### IX. Adjournment

a. Meeting was adjourned at 6:52PM

*Moved by Mattenson, seconded by Getz, the following vote took place:*

*Adjournment **Approved** by the following vote: AYES-Berns, Shaw-Hawkins, Mattenson, Hargrove, Getz. 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](http://www.apexacademy.org)