

PAZLO EDUCATION FOUNDATION BOARD OF DIRECTORS
Governing Board of APEX Academy and Matrix for Success Academy
REGULAR MEETING MINUTES
5:00 PM, Tuesday November 27, 2018

I. Call to Order

Meeting was called to order at 5:10PM.

II. Roll Call

	Present	Absent
• Ms. Gail Shaw-Hawkins	<u>X</u>	_____
• Ms. Jody Molodow	<u>X(left @6:30pm)</u>	_____
• Ms. June Getz	_____	<u>X</u>
• Ms. Marla Mattenson	<u>X</u>	_____
• Ms. Allison Hendrick	<u>X</u>	_____
• Lynnette Jenkins	<u>X</u>	_____
• Mary Jane Wagle	<u>X</u>	_____

III. Approval of Minutes

- A. October 6, 2018 Regular Meeting, October 6, 2018 Vision Retreat

*October 6, 2018 Regular Board meeting minutes were reviewed. Moved by Shaw, Second by Molodow; the following vote took place: **Meeting Minutes were Approved** by the following vote: AYES- Shaw, Molodow, Hendrick, Jenkins, Wagle, Mattenson. NAYES – 0, Abstain – 0. Absent – Getz.*

IV. Directors' Updates

- A. APEX, Matrix Facility/Prop39/staffing, and DPNG learning platform
 B. Enrollment, attendance
 C. Academic achievement update

Directors Lopez and Paz discussed the most recent CA CDE data released and share the positive increase and progress made with graduation rates and AG completion for the class of 2018. The data compared grad rates and AG rates with the host school, showing an APEX upward trend on both measures. Director Lopez reviewed additional budget cuts and adjustments at Matrix for Success Academy in light of the low enrollment. Director Lopez provided update on enrollment figures for both schools focusing on the lower than expected Matrix initial enrollment numbers. Director Lopez updated the board on the facilities cost increase with both APEX and Matrix, focusing on unusual decline on LAUSD teaching stations, thus changing the formula used to calculate facilities cost for co-located schools such as APEX.

V. Business for Review and Discussion

- A. Certificated/Classified Staff Update
 B. Diploma Plus Model Development Framework
 C. Matrix for Success Academy Fiscal Stabilization Plan
 D. Brown Act Training

Director Lopez reviewed additional training materials regarding the Brown Act compliance with the entire board. Director Lopez and Paz proceeded to discuss the fiscal stabilization plan for Matrix for Success Academy, focusing on the expected fiscal gap of close \$500K. Director Lopez explained that the number could increase once final ADA data for the P1 are integrated. Contingency plans include accessing the existing LOC, along with accessing a loan from APEX reserves. Ayanthy Peiris from ExEd and Director Lopez will be developing various scenarios in order to best plan once P1 report is finalized and cash gap is fully identified. Additional budget adjustments and cuts have been identified. Director Paz discussed preliminary plans for a fundraising campaign to further develop the Diploma Plus model and thus the schools.

VI. Business for Action

- A. Review and approval of September/October 2018 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 September and October financials. Moved by Wagle, Second by Jenkins; the following vote took place:

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

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

Ayanthy Peiris from ExEd, provided the 1st interim reports emphasizing that the fiscal data presented in the dashboard mirrors the 1st interim data in a different format. Moved by Wagle, Second by Jenkins; the following vote took place:

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

- C. Review and approval of Governing Board plan and resolution to support the Matrix for Success Academy Fiscal Stabilization Plan. Given the facilities, enrollment, and related matters encountered with the initial operation of Matrix for Success Academy; Board adoption of the plan to stabilize Matrix for Success Academy is recommended. This resolution and plan will be shared with the charter school authorizer.

Director Lopez provided an overview of the facilities and logistics setbacks at Matrix from Spring and Summer leading to some of the issues facing us today. Director Lopez and Paz proceeded to discuss the fiscal stabilization plan for Matrix for Success Academy, focusing on the expected fiscal gap of close \$500K. Director Lopez explained that the number will likely increase once final ADA data for the P1 are integrated. Contingency plans include accessing the existing LOC, along with accessing a loan from APEX reserves, as well as extensive fundraising activities. Director Paz proceeded to ask the board to provide input and guidance as to the fundraising campaign. Moved by Jenkins, Second by Hendrick; the following vote took place:

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

- D. Review and approval of Resolution for allowance of interagency loans between APEX Academy and Matrix for Success Academy, to be paid back in equal installments or in lump sum without interest over a term of five (5) years.

Director Lopez explained the need to approve interagency loans between APEX and Matrix to help with cash flow issues that will arise from the Matrix fiscal gaps in the second part of the school year. The resolution was reviewed and discussed by the board. Board member Wagle introduced an amendment to the resolution to state the following: “Board of Directors hereby approves of an interagency loan to a maximum of \$300,000. Any additional loans beyond the \$300,000 will require board approval.” The governing board concurred with stated amendment. Moved by Wagle, Second by Mattenson; the following vote took place:

Item D was Approved inclusive of noted amendment above by the following vote: AYES- Shaw, Hendrick, Jenkins, Wagle, Mattenson. NAYES – 0, Abstain – 0. Absent – Getz, Molodow.

- E. Review and approval of independent audit for fiscal year 2017-18. 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.

Marlen Gomez from CLA (CliftonLarsonAllen LLP, Independent Auditors) and Director Lopez, reviewed the 2017-18 Independent Audit. Marlen Gomez noted that it is a clean audit with no findings or concerns within the audit. The audit showed a Net Loss of approximately -\$49.3K for APEX and a Net Income of +\$197.5K for Matrix for fiscal year 2017-18. Moved by Wagle, seconded by Molodow, the following vote took place:

Item E was Approved (1st Item to be reviewed and voted on) by the following vote: AYES- Molodow, Shaw, Hendrick, Jenkins, Wagle, Mattenson. NAYES – 0, Abstain – 0. Absent – Getz.

- F. Compliance Monitoring and Certification of Board Compliance Review – LAUSD Oversight requires review of all items included in certification form by both school administrators and charter school governing board. Recommendation to certify by vote that governing board has reviewed with administration the 2018-19 the Compliance Monitoring and Certification of Board Compliance Review document for both APEX Academy and Matrix for Success Academy.

Director Lopez and Paz proceeded to finalize reviewing the items within the Compliance Monitoring and Certification of Board Compliance forms submitted to LAUSD by the administrators for both charter schools. Moved by Wagle, Second by Mattenson; the following vote took place:

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

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 7:34PM.

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

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