

PAZLO EDUCATION FOUNDATION BOARD OF DIRECTORS
Governing Board of APEX Academy and Matrix for Success Academy
REGULAR GOVERNING BOARD MEETING MINUTES
4:00 PM, Tuesday June 16, 2020

I. Call to Order

Meeting was called to order at 4:06PM.

II. Roll Call

	Present	Absent
• Ms. Jody Molodow	<u>X</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. May 19, 2020.

May 19, 2020 Regular Board meeting minutes were reviewed. Moved by Mattenson, Second by Molodow; 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. School Closures update
- B. COVID-19 Budget development
- C. Enrollment, attendance update – Matrix P2 Reports Revisions Impact
- D. Need for additional meeting on June 25 @4PM

Director Lopez updated on the COVID19 pandemic and school operations, emphasizing that the schools are gearing up on plans to reopen by reviewing evolving guidelines from County Health authorities, CA CDE, CA DPH, and CDC. Matrix admin provided an overview of the fiscal impact from the independent auditor's report.

V. Business for Review and Discussion

- A. Update on 2020-21 Budget Review, Operations Written Report from Executive Order N-56-20
- B. Notice to Cure - CLA Audit completion, P2 Revisions and Budget impact, Letter acceptance.
- C. Update on PPP SBA Loan added flexibility
- D. Employee Handbook, Fiscal Policy Handbook
- E. Facilities updates – APEX Prop 39 SUA, Matrix Lease
- F. 2020-21 School Operations update – Re-opening, PPEs, social distancing, and related issues

Director Lopez provided an overview of evolving actions at the state level and county levels regarding provision of PPE, indicating that regardless, PazLo is procuring its own stock of PPE. Director Lopez reviewed the 2020-21 budget with an assumed 10% across the board cut in revenue. Director Lopez and Ayanthy Peiris informed that PPP Loan rules keep on evolving as the guidance for forgiveness of the loan changes as well, however, the forgiveness guidance seems to be pointing to our ability to get the entire amount of the loan forgiven. Ms. Woelke and Mr. Hisel provided a review of the finding and the letter provided by CLA regarding independent audit.

VI. Business for Action

- A. Review of May 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 March 2020 financials. Moved by Wagle, Second by Molodow; the following vote took place:

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

- B. Recommendation to approve fiscal year 2020-21 budget for APEX Academy. This budget reflects an assumption of 10% less revenue than fiscal 19-20. Per CDE and Governor's Office guidance and updates, given the fluid fiscal picture for the State of CA, the governing Board will have to revisit and approve an updated finalized budget for the 2020-21 in August/September, after CA legislature and Governor's office revise the 2020-21 budget due to the delay in Tax deadline to July 15, 2020.

Ayanthy Peiris from ExEd and Director Lopez reviewed budget and indicated that the figures are likely to change as final budget trailer bills are yet to be finalized and signed by the Governor. Moved by Wagle, Second by Hendrick; the following vote took place:

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

- C. Recommendation to approve fiscal year 2020-21 budget for Matrix for Success Academy. This budget reflects an assumption of 10% less revenue than fiscal 19-20. Per CDE and Governor’s Office guidance and updates, given the fluid fiscal picture for the State of CA, the governing Board will have to revisit and approve an updated finalized budget for the 2020-21 in August/September, after CA legislature and Governor’s office revise the 2020-21 budget due to the delay in Tax deadline to July 15, 2020.

Ayanthy Peiris from ExEd and Director Lopez reviewed budget and indicated that the figures are likely to change as final budget trailer bills are yet to be finalized and signed by the Governor. Moved by Mattenson, Second by Getz; the following vote took place:

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

- D. Review and approve APEX Academy’s Education Protection Account Spending Plan. Proposition 30 specifies that EPA funds may not be used for administrative salaries or benefits or any other administrative costs. Governing boards must determine the use of EPA funds at an open public meeting annually.

Ayanthy Peiris from ExEd and Director Lopez reviewed the APEX’s EPA spending plan and narrative to be publicly shared. Moved by Jenkins, Second by Wagle; the following vote took place:

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

- E. Review and approve Matrix for Success Academy’s Education Protection Account Spending Plan. Proposition 30 specifies that EPA funds may not be used for administrative salaries or benefits or any other administrative costs. Governing boards must determine the use of EPA funds at an open public meeting annually.

Ayanthy Peiris from ExEd and Director Lopez reviewed the Matrix’s EPA spending plan and narrative to be publicly shared. Moved by Jenkins, Second by Wagle; the following vote took place:

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

- F. Review and accept CLA Special Audit letter. This letter is the culmination of the Special Audit requested resulting from the NTC. Identified corrections regarding ADA have been completed and recommended actions have been implemented.

Director Lopez reviewed the Matrix’s special audit letter from CLA. Lopez shared with the governing board that all recommended changes have been implemented as well as all affected attendance periods have been revised and re-submitted. Moved by Molodow, Second by Hendrick; the following vote took place:

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

- G. Review and approval of updated PazLo Fiscal Policy Handbook. Updates include clarification on purchasing and invoice payment.

No action taken on item. Postponed to future meeting.

- H. 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.

Given school closure, no reports available for review. No action taken on item.

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 5:50PM.

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

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

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