

**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. 34<sup>th</sup> Street, Los Angeles, CA 90011 – Room 1  
 COVID19 SOCIAL DISTANCING - TELECONFERENCE MTG.  
**4:00 PM, Tuesday May 25, 2021**

**I. Call to Order**

Meeting was called to order at 4:08PM.

**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. April 27, 2021- Regular Meeting, May 18, 2021 – Meeting.  
*Minutes not available for approval.*

**IV. Directors' Updates**

- A. Enrollment, attendance update
- B. HR/Staff Update – COVID19 Report
- C. APEX Academy – Admin Update
- D. Matrix for Success Academy – Admin Update

*Director Paz provided an update on enrollment and ADA for both APEX Academy and Matrix. It was highlighted that while APEX has been on a enrollment decline, relief funds have benefited it more as a classroom based school; and while Matrix can grow and expand, it has received less relief funds and was affected by the enrollment cap put in place by the budget trailer bill for 2020-21. Susan Huitron provided an HR update on the overall COVID-19 testing program being out in place at the schools as we move to reopening the sites. Admin Kuhlmann, from APEX, provided an update regarding the co-location and challenges related to re-opening and COVID procedures at the campus. Admin Woelke, from Matrix, discussed the plans to begin an enrollment and outreach campaign in the community as we seek to expand enrollment over the next 2-3 months; staffing related to our outreach and recruitment was discussed in light of the ELO fund received.*

**V. Business for Review and Discussion**

- A. Budget Update – Matrix plan for enrollment growth, APEX enrollment adjustments.
- B. ELO Plan Review
- C. Preliminary 2021-22 Budget Review an LCAP
- D. LCAP Public Hearing
- E. School operations updates – Hanmi Bank Signature cards updates, school re-opening
- F. PazLo and School leadership changes update

*Ayanthy Peiris provided an overview of the Expanded Learning Grants, the ESSER I, II, and III funds that are expected in 2021-22 and other COVID related funding. Director Lopez discussed the various compliance and plan items that will likely be required to go along with the funding sources shared about, inclusive of the LCAP, a Re-opening Plan, and related safety plans.*

*The ELO Plan was reviewed in the context of mitigating “learning loss” through an expanded Summer program and additional plans to provide off-hours learning opportunities to our students.*

*A general overview of the 2021-22 budgets was presented in context of the new LCAP development and its new goals.*

*Director Lopez gave an update on expected leadership changes at the schools, inclusive of administrators at the school sites.*

**VI. Business for Action**

- A. Review of April 2021 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 April 2021 financials. Director Lopez projected net income increases given one-time federal funds from the various stimulus legislation for both schools. Moved by Mattenson, Second by Wagle; the following vote took place:*

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

- B. Review and approval of the Expanded Learning Opportunities Grant Plans for APEX Academy and Matrix for Success Academy. These plans are the result of legislation to support the re-opening of schools, mitigating learning loss, and provision of student supports toward re-engagement.

*Director Lopez reviewed the ELO plans for both schools, highlighting the personnel involved in providing additional learning opportunities and access as school reopening occurs. Moved by Wagle, Second by Jenkins; the following vote took place:*

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

- C. Review and Recommendation for approval of PazLo Education Foundation Fiscal Policies Handbook to include updated language regarding the use of the Nvoicepay application. This application will make invoice payments more efficient and timelier.

*Director Lopez and Ayanthy Peiris reviewed the Fiscal Policies Handbook highlighting language specific to the addition of the web app NvoicePay. Moved by Jenkins, Second by Getz; the following vote took place:*

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

- D. Review and approve recurring payments to vendors (MOUs, contracts. Lease, etc.). Vendors include, ExEd, CharterSafe, CalChoice, School Pathways SIS, Revolution Foods, St. Patrick’s Church.

*Director Lopez and Susan Huitron reviewed various vendor agreements and corresponding recurring payments including School Pathways, ExEd. Moved by Mattenson, Second by Hendrick; the following vote took place:*

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

- E. Approval of PazLo Board Officers for 2021-22.

*Director Lopez reviewed existing governing board officers and proposed officers for the upcoming 2021-22 school year: Co-Chairs June Getz and Allison Hendrick, Secretary Jody Molodow, and Treasurer Mary Jane Wagle. Moved by Mattenson, Second by Jenkins; the following vote took place:*

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

- F. Approval of PazLo Bank signers

*Director Lopez and Ayanthy peiris reviewed existing signers and proposed signers for the upcoming 2021-22 school year: Cesar Lopez and Mary Jane Wagle. Moved by Wagle, Second by Jenkins; the following vote took place:*

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

- G. 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.

*Administrator Margret Woelke from Matrix reported compliance certification of NCB enrollment and ADA reporting for previous periods. Moved by Jenkins, Second by Mattenson; the following vote took place:*

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

## **VII. Public Comment**

- A. TBD

*No public Comment*

## **VIII. Closed Session**

Personnel (Government Code Section 54957)

- a. Executive Director(s) review
  - i. Separation/Re-structuring/roles

*No actions taken.*

**IX. Adjournment**

- a. Meeting was adjourned at 5:48PM.

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

*Adjournment Approved by the following vote: AYES- Mattenson, Molodow, Jenkins, Hendrick, Getz, Wagle. 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) and [matrix4success.org](http://matrix4success.org)