

**PAZLO EDUCATION FOUNDATION BOARD OF DIRECTORS**  
**Governing Board of APEX Academy and Matrix for Success Academy**  
**REGULAR MEETING MINUTES**  
**5:00 PM, Tuesday February 26, 2019**

**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</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. January 26, 2019

*January 26, 2019 Regular Board meeting minutes were reviewed. Moved by Molodow, Second by Getz; the following vote took place:*

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

**IV. Directors' Updates**

- A. APEX, Matrix Facility/Prop39/staffing, and DPNG learning platform
- B. Enrollment, attendance
- C. Academic achievement update
- D. Lindsay USD Visit
- E. Matrix for Success Academy Initial WASC Visit

*Director Lopez informed the board on ongoing facilities related matters with APEX Academy, inclusive of current Prop39 room offer. Director Lopez shared that LAUSD Board Member Nick Melvoin indicated interest in doing a walk-through of the Bernstein complex to facilitate conversation about facilities use for the District and charter schools. Enrollment information was provided for both APEX and Matrix; it was indicated that Matrix's enrollment and ADA has seen a significant spike and is expected to continue to grow over the next few months as schools are beginning to "counsel" non graduating seniors out of their schools. Board Members Hendrick and Wagle provided a summary of the visit to the Lindsay School District and their Competency Based Model. Director Lopez updated the Board and thanked members Shaw-Hawkins and Jenkins for attending the WASC accreditation visit on February 20, 2019; the debriefing with the visiting chair was positive and we expect a copy of their report within 2-3 weeks of the visit with the vote coming in late April 2019. Bord member Shaw-Hawkins shared briefly about her conversation with the visiting committee.*

**V. Business for Review and Discussion**

- A. Certificated/Classified Staff Update
- B. PazLo Capital Fundraising Campaign 1, 2, 3 Years
- C. Matrix for Success Academy Fiscal Stabilization Plan

*Director Lopez reviewed the Fundraising campaign planned and developed with assistance and input from board members Hendrick, Mattenson, and Wagle. Videos have been created and will be edited to create ongoing messaging as needed in social media campaign. Director Lopez indicated that regarding Matrix's fiscal health, additional cuts will be made in the coming month to minimize the net loss forecasted for the fiscal year 2018-19; while enrollment and ADA is increasing, it is late in the year and thus the benefits of the revenue will not be felt until the Fall of 2019.*

**VI. Business for Action**

- A. Review and approval of January 2019 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 January 2019 financials. Net loss for Matrix was discussed along with options to cover cash flow issues stemming from the loss during fiscal year 2018-19. Moved by Molodow, Second by Getz; the following vote took place:*

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

- B. Review and approval of 2<sup>nd</sup> Interim Report, Enrollment/ADA for APEX Academy. This is a financial report due to the LAUSD and LACOE.

*Ayanthy Peiris from ExEd, reviewed the 2<sup>nd</sup> Interim Report for APEX Academy to be submitted to authorizer. Moved by Molodow, Second by Getz; the following vote took place:*

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

- C. Review and Recommendation for approval of Organization’s Form 990 - Tax IRS form for non-profit corporations.

*Director Lopez and Ayanthy Peiris reviewed the final version of form 990 to be submitted to the IRS for fiscal year 2017-18. Moved by Molodow, Second by Getz; the following vote took place:*

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

- D. Review and Recommendation for approval of Auditor selection for fiscal year 2018-2019. Letter of Engagement with auditing firm CliftonLarsonAllen LLP, has been received. Approval is needed to move forward with preliminary work prior to end of fiscal year on June 30, 2019.

*Item D postponed to future meeting.*

## **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 6:25PM.

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

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

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)