

PAZLO EDUCATION FOUNDATION BOARD OF DIRECTORS
Governing Board of APEX Academy and Matrix for Success Academy
REGULAR GOVERNING BOARD MEETING MINUTES
4:00 PM, Thursday June 25, 2020

I. Call to Order

Meeting was called to order at 4:06PM.

II. Roll Call

	Present	Absent
• Ms. Jody Molodow	<u> X </u>	<u> </u>
• Ms. June Getz	<u> </u>	<u> X </u>
• Ms. Marla Mattenson	<u> X </u>	<u> </u>
• Ms. Allison Hendrick	<u> X </u>	<u> </u>
• Lynnette Jenkins	<u> </u>	<u> X </u>
• Mary Jane Wagle	<u> X </u>	<u> </u>

III. Approval of Minutes

A. June 16, 2020.

Minutes not available for approval. Approval postponed to future meeting.

IV. Directors' Updates

A. School Re-openings

- a. Matrix for Success Academy, July 13, 2020 (private site)
- b. APEX Academy, August 18, 2020 (LAUSD co-located)

B. COVID-19 Budget Implications and Update

Director Lopez updated on the COVID19 pandemic and school re-openings; Lopez explained that Matrix staff has reviewed CDC, CA DPH, and CA CDE guidance currently available for re-opening schools, PPE, air purifiers, disinfecting supplies have been ordered for both schools. Matrix staff has been coordinating with landlord (LA Archdiocese) to ensure congruence and site safety. APEX re-opening, as a co-located school, is tied to LAUSD's opening. There is no guidance yet, as all the various LAUSD labor unions are bargaining and negotiating their conditions to return to work at the physical site. APEX is prepared to open in distance learning mode. Instructional staff at both schools are adding and revising their content and curriculum to be more effective and meet the students where they are.

As of this meeting, a final budget bill has yet to be signed by the governor, however, a proposed "cap" on funding based on 2019-20 ADA is expected to negatively affect Matrix more than APEX.

V. Business for Review and Discussion

- A. COVID 19 Operations Written Report
- B. Recurring vendors

Director Paz reviewed the COVID 19 Written Reports and explained that he had worked with staff at both schools to develop and document actions taken and implemented during the school closures. Director Lopez reviewed contracts and addendums of vendors for whom recurring payments are put in place monthly.

VI. Business for Action

A. Review and approve recurring vendor agreements/contracts/MOUs and recurring monthly payments. Vendors included:

- a. ExEd
- b. St. Patrick's Church Payments (Matrix Lease)
- c. Revolution Foods
- d. CharterSafe
- e. CharterLife

Director Lopez went over the various vendor contracts and contract addendums for the 2020-21 school year; recurring payments are set up for approved vendors. Lopez discussed competing bids/quotes received for various vendors and how APEX settled with vendors provided. Moved by Wagle, Second by Mattenson; the following vote took place:

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

B. Review and approval of Matrix for Success Academy COVID 19 Operations Written Report (temporary report in lieu of LCAP Report). This report is mandated by the CDE to be completed, approved by local board and submitted along with adopted annual budget.

Director Paz and Matrix Admin Woelke reviewed their Written Report, explaining "lessons learned" and ongoing conversations to strengthen distance learning protocols. Director Lopez explained that this report is in lieu of the LCAP report usually submitted along with the budgets. Moved by Molodow, Second by Hendricks; the following vote took place:

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

- C. Review and approval of APEX Academy COVID 19 Operations Written Report (temporary report in lieu of LCAP Report). This report is mandated by the CDE to be completed, approved by local board and submitted along with adopted annual budget.

Director Paz reviewed their Written Report, explaining co-location challenges and ongoing conversations to convert content strengthening distance learning by APEX teachers. Director Lopez explained that this report is in lieu of the LCAP report usually submitted along with the budgets. Moved by Molodow, Second by Hendricks; the following vote took place:

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

- D. Review and approval of updated Employee Handbook. Updates include references to telework policy, vacation time cap revision, and related items.

Director Lopez and HR/Operations manager Susan Huitron reviewed updates and changes to the employee handbook. Moved by Mattenson, Second by Wagle; the following vote took place:

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

- E. Review and Recommendation for approval of Telework Policy. Legal counsel and recent recommendations stemming from the current COVID 19 crises are to adopt a Telework Policy. The Policy included has been recommended by our legal counsel.

Director Lopez and HR/Operations manager Susan Huitron reviewed updates and changes to the Telework Policy. Moved by Wagle, Second by Molodow; the following vote took place:

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

- F. Approval of 2020-21 Governing Board Meeting calendar

Director Lopez discussed proposed dates for 2020-21 meetings. Moved by Hendrick, Second by Molodow; the following vote took place:

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

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 5:07PM.

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

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

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.apexacademyva.org