

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. 34th Street, Los Angeles, CA 90011 – Room 1

975 S. Berendo Street, Los Angeles 90006

4:00 PM, Tuesday June 27, 2023

I. Call to Order

Meeting was called to order at 4:13PM.

II. Roll Call

	Present	Absent
● Jody Molodow	<u>X</u>	_____
● June Getz	<u>X</u>	_____
● Marla Mattenson	_____	<u>X</u>
● Lynnette Jenkins	_____	<u>X</u>
● Mary Jane Wagle	<u>X</u>	_____

III. Approval of Minutes

A. May 23, 2023 - Regular Meeting

May 23, 2023, Regular Board meeting minutes were reviewed. Moved by Wagle, Second by Molodow; the following vote took place:

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

IV. Directors' Updates

- A. Enrollment, ADA update
- B. Academic Achievement Update – 2023 Matrix Grads, APEX Grads
- C. HR/Staff Update
- D. Oversight Reports
- E. APEX Close out Update
- F. Governing Board recruitment update

Director Lopez shared the graduation pictures and related media with board members and discussed preliminary post-secondary data and information for all grads. Director Woelke reviewed the Matrix and APEX oversight reports from LAUSD. Yeranuhi Aharonyan presented and reviewed the LCAP for Matrix Academy, highlighting ongoing conversations with LAUSD over DASS specific subgroups and metrics. The APEX LCAP annual update was reviewed. Director Lopez provided an update on the close-out activities and actions for APEX Academy. Director Woelke provided an update on potential governing board members, stating that the goal is to add 2-3 new board members in the next 2-3 months.

V. Business for Review and Discussion

- A. School Facilities – APEX/Matrix PazLo Office/Storage Space at Berendo, Prop39 Closeout Overalllocation charges.
- B. Employee Retention Credit Program
- C. Hanmi Bank LOC
- D. Meeting calendar for 2023-24

Director Woelke updated the Board on Matrix and APEX support facilities for 2023-24, highlighting progress at the Berendo site and timeline for “E” occupancy. Director Woelke provided an overview of the ERC tax credit program. The Board was updated on strategy for PazLo growth and expansion, provided by Director Lopez, inclusive of Executive director roles and internal leadership development. The establishment of a LOC with Hanmi Bank was discussed.

VI. Business for Action

- A. Review of May 2023 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 May 2023 financials. Moved by Molodow, Second by Getz; the following vote took place:

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

- B. Review and Recommendation for approval of the 2023-24 Budget and LCAP (Local Control Accountability Plan), inclusive of Budget Overview for Parents (LCAP BOP), Annual update and Local Indicators for Matrix for Success Academy.

Yeranuhi Aharonyan presented the LCAPS; Ayanthy Peiris from ExEd, provided the financial information inclusive of BOP. Goals and metrics for 2023-24, along with local progress indicators were shared and reviewed by Director Woelke. Moved by Wagle, Second by Molodow; the following vote took place:

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

- C. Review and approval of APEX LCAP Annual Update. Given its closure as of June 30, 2023, no 2023-24 LCAP Plan is included.

Director Woelke presented the APEX LCAP Annual Update as a final accountability update as the school will be closed as of June 30, 2023. Ayanthy Peiris from ExEd, provided the corresponding financial information. Moved by Wagle, Second by Molodow; the following vote took place:

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

- D. Recommendation for Approval of 2023-24 EPA Spending plan. This is a compliance action to ensure funds from the Education Protection Account (EPA) are being used for certificated teacher salaries.

Ayanthy Peiris from ExEd, provided documents related to the 2023-24 EPA Spending Plan for Matrix for Success Academy. Moved by Molodow, Second by Wagle; the following vote took place:

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

- E. Review and approval of receipt of LAUSD Oversight Reports for the 2022-23 School Year. Oversight visits have been completed and reports from LAUSD have been received.

Director Lopez reviewed the LAUSD Oversight Reports for 2022-23, highlighting areas of growth and areas of strength. Moved by Wagle, Second by Getz; the following vote took place:

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

- F. Review and approve recurring payments to vendors (MOUs, contracts. Lease, etc.). Vendors include: ExEd, CharterSafe.

Director Woelke reviewed the Matrix Lease for 2023-24 highlighting that the rate will remain the same as the previous year. Director Lopez reviewed the terms of ExEd services for the 2023-24 fiscal year, highlighting the support for APEX close-out activities. Moved by Wagle, Second by Molodow; the following vote took place:

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

- G. Review and approval of Line of Credit from Hanmi Bank. As reserves have been built and grown over the last 3 fiscal years, the LOC will replace the need to consider receivables sales as Matrix seeks options to expand to 3 LA sites as prescribed by the approved charter.

Director Lopez reviewed the terms and details of a Line of Credit with Hanmi Bank to mitigate potential cash flow needs given ongoing Matrix for Success expansion into Koreatown-Pico-Union and the SF Valley. Moved by Molodow, Second by Getz; the following vote took place:

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

- H. Recommendation to approve application of Employee Retention Credit program. Similar to the PPP Cares Act program, regulations have been updated to include nonprofits who also participated on the PPP Cares Act program.

Director Woelke reviewed the process for the ERC Tax Credit application, risks, and potential gains for PazLo. Similar to PPP, this process could take up to a year, and result in revenue similar to the PPP loan. Moved by Wagle, Second by Getz; the following vote took place:

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

- I. 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.

Principal Brooks reviewed the NCB Compliance certification for the last attendance period of ADA and enrollment reporting indicating full compliance. Moved by Wagle, Second by Molodow; the following vote took place:

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

- J. Recommendation to approve Governing Board Meeting Calendar for FY 2023-24.

No action taken. Item J was moved to a future meeting.

VII. Public Comment

A. TBD

No public comment.

VIII. Closed Session

Personnel (Government Code Section 54957)

- a. Personnel
- b. Executive Directors Employment

No closed session was held.

IX. Adjournment

- a. Meeting was adjourned at 5:33PM.

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

Adjournment was Approved by the following vote: AYES – Wagle, Molodow, Getz. NAYES – 0, Abstain – 0. Absent – Mattenson, 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.apexacademyia.org