

**PAZLO EDUCATION FOUNDATION BOARD OF DIRECTORS**  
**Governing Board of APEX Academy and Matrix for Success Academy**  
**REGULAR MEETING MINUTES**  
**5:00 PM, Tuesday July 23, 2019**

**I. Call to Order**

Meeting was called to order at 5:02PM.

**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(5:12pm)  </u>	_____
● Ms. Allison Hendrick	<u>  X  </u>	_____
● Lynnette Jenkins	<u>  X(5:30pm)  </u>	_____
● Mary Jane Wagle	<u>  X  </u>	_____

**III. Approval of Minutes**

A. June 11, June 18, June 25, 2019

*June 25, 2019 Regular Board meeting minutes were reviewed. June 11 and June 18 minutes were not available. Moved by Molodow, Second by Hendrick; the following vote took place:*

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

**IV. Directors' Updates**

- A. APEX Facility/Prop39 Dispute Resolution – Over-allocation penalties
- B. Enrollment, attendance update
- C. Academic achievement update – APEX WASC Self-Study Findings Review

*Director Lopez provided a review of recent progress regarding the final Prop39 offer inclusive of dispute resolution and negotiations around “Over allocation penalties” from the last 3 years of occupancy. Walkthroughs with District personnel have been canceled twice by District staff, thus not allowing us to complete shared use agreement. A 3<sup>rd</sup> meeting/walkthrough has been scheduled. Director Paz shared about communications with LD 4 and Board District staff in efforts to assist with resolution of facilities dispute.*

*Director Paz reviewed current enrollment counts for Matrix, stating that most of the students returned to school in July, however there are number of students who have gone back to Mexico and are expected back in August. In addition, approximately 15 new students have been enrolled since July 1.*

*Director Lopez provided a comprehensive review of WASC self-study findings, which included three areas of focus as follow: 1)A focus on supporting EL students with specific metrics around reclassification, 2)a continued focus on graduation and post-secondary preparation with metrics around grad rate, A-G eligibility, FAFSA completion and post-secondary enrollment, and 3)a redefined focus on parent and community involvement given a parent center has been established and staffed over the last 2 years. Director Lopez, proceeded to explain and describe the alignment process of WASC areas of focus and LCAP goals as included on current LCAP plan submitted July 1, 2019.*

**V. Business for Review and Discussion**

- A. Certificated/Classified Staff Update
- B. Matrix for Success Academy LCAP Update/Plan/Addendum and Budget - Update
- C. APEX Academy LCAP Update/Plan/Addendum and Budget - Update
- D. Matrix for Success Academy Fiscal Stabilization Plan Update
- E. Matrix for Success Academy – PCSGP Monitoring and Audit Report Update
- F. Certification of Signatures form - LACOE
- G. DASS Criteria review – Matrix for Success Academy
- H. Governing Board Elections for 2019-20 Officers
- I. Governing Board Member Recruitment

*Director Paz proceeded with an overview of progress in fundraising, stating that a pledge of \$100K has been secured and will work with Lopez to write a formal Grant Request as indicated from grantor party. Director Lopez continued with updates on revisions to LCAP federal addendums for both APEX and Matrix requested by CA CDE. Director Lopez reviewed compliance Certification of Signatures form due to LACOE. A PCSGP monitoring process update was given by Director Lopez; he indicated that CA CDE has closed the Monitoring process as all required documentation has now been provided.*

Director Lopez and Paz reviewed the DASS part 1 submitted to CA CDE and confirmed eligibility criteria in preparation to submit Part 2 of the DASS process, indicating that the primary area of eligibility is the fact that over 80% of enrolled students are credit deficient by a semester or more prior to Matrix enrollment.

Director Paz and Lopez thanked Ms. Shaw-Hawkins for her 7 years of service in the PazLo Board and asked board members to continue efforts to recruit board members. Officer positions for the Governing Board in 2019-20 were discussed by Board Members.

#### **VI. Business for Action**

- A.** Review of June 2019 financial statements, Enrollment/ADA, check/voucher register and balance sheet for APEX Academy and Matrix for Success Academy. **(Will Not be Available – Will Review 2018-19 as a whole.**

*No financial statement reviewed for approval.*

- B.** Review and approval of CharterSafe Insurance Package for 2019-20. This package includes worker's comp, board liability coverage, and all other required insurance coverages as included in charter petition.

*Director Lopez and Operations Manager Susan Huitron provided and reviewed CharterSafe insurance broker package information for 2019-20; costs are expected to be a bit higher as higher Matrix enrollment is reflected. Moved by Hendrick, Second by Molodow; the following vote took place:*

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

- C.** Recommendation to approve food vendor contract extension for Revolution Foods for 2019-20. Bids were considered and reviewed and the recommendation is to continue with current vendor for the upcoming year, given variables inclusive of flexibility and equipment provided.

*Director Lopez and Operations Manager Susan Huitron provided and reviewed the Revolution Foods contract addendum information for 2019-20. Director Lopez explained that after looking at 2 other bids, we concluded to choose Revolution as their provision of equipment at no additional cost makes it a stronger bid financially. Moved by Molodow, Second by Wagle; the following vote took place:*

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

- D.** Review and adopt alignment of LCAP Goals with WASC Self-Study Findings and Action Plan. APEX leadership has been extensively looking at various data points and writing the WASC Self-Study Report due 9/1/19 for accreditation visit on November 2019. APEX's WASC accreditation runs through June 2020, visit in November will lead to a commission vote in January 2020, ahead of the expiration date in 2020.

*Director Lopez reviewed documents outlining the alignment of WASC self-study findings and current LCAP goals and actions, explaining that all actions included in LCAP plan will also be incorporated into the WASC action plan moving forward. Extensive data was shared regarding progress made with English Learners performance in internal NWEA measures math and ELA, as well as graduation rates. Lopez indicated that over the last 5 years the percentage of enrollment of Long Term EL students (most vulnerable EL) has been 2 to 3 times more than any school in Los Angeles. Director Paz highlighted the newly released "college going rate" by the CA CDE, pointing out that for 3 out of the last four years APEX has beaten local schools and the LAUSD as a whole. Director Lopez explained that WASC self-study findings support and directly align with LCAP plan goals and actions. Moved by Wagle, Second by Molodow; the following vote took place:*

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

- E.** Review and Governing Board Certification that Matrix for Success Academy meets DASS criteria as submitted to CA CDE via Part 1 of the DASS application. As a charter school serving primarily the drop-out student population and other vulnerable youth, Matrix is able to apply for DASS status, which allows for alternative criteria to be considered regarding state accountability metrics and local oversight metrics.

*Director Lopez reviewed DASS eligibility criteria for Matrix for Success Academy, indicating that Matrix meets and exceeds the eligibility criteria; Lopez proceeded to explain DASS Part 2 requirements inclusive of formal letter informing LAUSD of intent to participate in DASS. Lopez stated that participation in DASS has been an ongoing conversation between Matrix and LAUSD, as virtually 100% of enrolled students are behind and, in most cases, have been drop-outs prior to Matrix enrollment. Moved by Mattenson, Second by Molodow; the following vote took place:*

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

- F. Review and approve the English Learner Master Plan for APEX Academy and Matrix for Success Academy. CA CDE issued new guidance this last Spring related to ELCAP and other factors that can be considered for reclassification of English Learners.

*Director Lopez reviewed and provided revised Master plan for English Learners for both APEX and Matrix, delineating supports provided, programs provided, and updated reclassification criteria. Recalibration and full implementation of ELPAC over the last 2 years led to reclassification criteria revision. Moved by Getz, Second by Wagle; the following vote took place:*

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

- G. Governing Board appointment of officers: Chair, Vice-Chair, Secretary, Treasurer.

*Governing Board Members thanked Board Chair Shaw-Hawkins for her service to the schools. Statement of Gratitude for Ms. Shaw-Hawkins:*

***“The Governing Board of APEX Academy and Matrix for Success Academy appreciates and recognizes the service and contributions of Ms. Gail Shaw-Hawkins to the vision, founding, and success of our schools. This Governing Board formally recognizes her commitment and service for over 7 years to improving the lives and futures of thousands of families served by our schools.”***

*Board Members engaged in discussion and selection of board officer appointments for the 2019-20 school year. Appointments: Co-Chairs-June Getz and Allison Hendrick, Secretary of the Board-Jody Molodow, Treasurer of the Board-Mary Jane Wagle, Members-Marla Mattenson, Lynette Jenkins. Moved by Getz, Second by Wagle; the following vote took place:*

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

## **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 6:55PM.

*Moved by Molodow, Second by Shaw-Hawkins; the following vote took place:*

***Adjournment Approved by the following vote: AYES- Mattenson, Getz, Shaw-Hawkins, Hendrick, Wagle, Molodow, Jenkins. 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.apexacademyia.org](http://www.apexacademyia.org)