



## Magnolia Public Schools

# Minutes

## Board Meeting

### **Date and Time**

Thursday September 8, 2016 at 6:00 PM

### **Location**

MSA 6; 3754 Dunn Drive Los Angeles, CA 90034

### **AGENDA**

#### **Regular Meeting of the MPS Board of Directors**

MPS Board Members:

Dr. Umit Yapanel, President  
Ms. Noel Russell- Unterburger, Treasurer  
Dr. Saken Sherkhonov, Secretary  
Dr. Salih Dikbas  
Dr. Ali Korkmaz  
Dr. Remzi Oten  
Mr. Serdar Orazov  
Ms. Diane Gonzalez  
Mr. Nguyen Huynh

CEO & Superintendent:

Dr. Caprice Young

#### Notice of Closed Session Agenda Items

*Due to space limitations on the following pages of the agenda, notice of closed session agenda items is provided here.*

V A. Conference with Legal Counsel—Anticipated Litigation  
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: one case

#### **Board Members Present**

A. Korkmaz (remote), D. Gonzalez, N. Huynh (remote), N. Russell-Unterburger, S. Dikbas, S. Orazov (remote), S. Sherkhanov, U. Yapanel

**Board Members Absent**

R. Oten

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**I. Opening Items**

**A. Record Attendance and Guests**

S. Sherkhanov arrived at 6:24 pm, he was present for all consent and action items. N. Huynh arrived at 7:15 pm, he did not participate in the information items or consent agenda items, refer to individual votes for participation information.

**B. Call the Meeting to Order**

D. Gonzalez called a meeting of the board of directors of Magnolia Public Schools to order on Thursday Sep 8, 2016 @ 6:17 PM at MSA 6; 3754 Dunn Drive Los Angeles, CA 90034.

**C. Flag Salute**

The Flag salute was led by K. Hourigan, Chief Operations Officer.

**D. Approval of the Agenda**

U. Yapanel made a motion to approve the agenda as presented.  
D. Gonzalez seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**E. Public Comment**

G. Serce, MSA San Diego Principal, gave an academic update of MSA San Diego's academic accomplishments.

**F. Oral Communications**

There were no Oral Communications.

**G. Approve Minutes of Regular Board Meeting- August 11, 2016**

N. Russell-Unterburger made a motion to approve minutes from the Regular Board Meeting on 08-11-16.  
S. Sherkhanov seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**II. Consent Agenda**

**A. Approval of Magnolia Science Academy-8 Board Resolution to Change Lottery Date**

The Board approved the Magnolia Science Academy-8 resolution to change the lottery date from May to February, under consent agenda.

**B. Approval of California State University of Long Beach Teacher Collaboration Contract with MPS**

The Board approved the teacher collaboration contract between California State University of Long Beach and Magnolia Public Schools, under consent agenda.

**C. Approval of MSA San Diego Architectural and Engineering Services Contract**

The Board authorized the CEO or designee to negotiate and execute a contract for architectural services for the design and engineering of the DeAnza site for MSA San Diego. The contract amount shall not exceed \$156,508 in total compensation for professional services. The item was approved under consent agenda.

**D. Approval of Changes in Financial Policies**

This item was tabled until the next board meeting.

**E. Approval of Facility Incentive Grant**

The Board approved the resolution accepting the terms and conditions of the Facility Incentive Grant for MSA-1 and MSA-7. This item was approved under consent agenda.

**F. Approval of 2015-16 Magnolia Public Schools Unaudited Financial Actuals**

The approval of the 2015-16 Unaudited Actuals was removed from consent agenda for further discussion. The Board received and reviewed the 2015-16 Unaudited Actuals that had been previously reviewed by the MPS Finance Committee. The board requested an itemized report that explains the expense amounts including compensation for 2015-16. C. Young, Chief Executive Officer, explained the unforeseen expenses that were paid in 2015-16 such as previous years unpaid invoices and new legal fees. C. Young explained the changes in the processes that have been made for the current year to allow MPS expenses to align with the board approved budget. Department chiefs now have and are responsible for their own department budget. Invoices have a deadline for submission and payment to guarantee that payments are done under the appropriate fiscal year budget. Moving forward, the board would like to receive all items that exceed the budget numbers prior.

N. Russell-Unterburger made a motion to acknowledge and approve the 2015-16 Unaudited Actuals as presented.

D. Gonzalez seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

S. Sherkhanov	Aye
D. Gonzalez	Aye
S. Dikbas	Absent
N. Huynh	Aye
R. Oten	Absent
U. Yapanel	Aye
A. Korkmaz	Aye
N. Russell-Unterburger	Aye
S. Orazov	Aye
N. Huynh	arrived late.

**G. Approval of Intra Company Operational Loan to Magnolia Science Academy (MSA) Santa Ana**

This item was removed from consent agenda for further discussion. After a lengthy discussion of the loan approval, the Board tabled the motion for a special board meeting.

**III. Action Items**

**A. MPS Board Officers Re-elections**

President and Chairman (Article IX, Section 9); Ms. Noel Unterburger  
Secretary and Vice-President (Article IX, Sections 10 and 11); Dr. Umit Yapanel  
Treasurer and Vice-President (Article IX, Sections 10 and 12); Mr. Serdar Orazov

Representing Parents (Article VII, Section 3); Dr. Remzi Oten  
Vice Chairman Representing Los Angeles County (Article IX, Sections 13); Ms.  
Noel Unterburger  
Vice Chairman Representing Orange County County (Article IX, Sections 13); Dr.  
Remzi Oten  
Vice Chairman Representing San Diego County County (Article IX, Sections 13);  
Dr. Salih Dikbas

S. Sherkhanov made a motion to appoint the above mentioned board officers and  
representational duties.

S. Dikbas seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Roll Call**

S. Sherkhanov	Aye
S. Dikbas	Aye
N. Huynh	Aye
S. Orazov	Aye
U. Yapanel	Aye
D. Gonzalez	Aye
R. Oten	Absent
A. Korkmaz	Aye
N. Russell-Unterburger	Aye

**B.Reconsideration of 2016-17 MPS Home Office Budget**

C. Young, Chief Executive Officer, went over the 2016-17 MPS Home Office  
Budget. She explained that a revised budget would be presented to the Board In  
November. N. Unterburger recommended the approval of the 2016-17 home  
office budget as presented, but asking MPS staff to review the revised budget for  
any possible reductions by November. C. Young explained that the 2016-17  
budget does not include any new school growth and the MPS staff will be focusing  
on stabilizing the organization. The Board wants the CMO fees to have a cap, and  
they would like to see these revisions added on the October Board meeting. MPS  
staff will continue to use the 15-16 approved CMO fee allocation until the revised  
one is approved. All budget and CMO allocation questions were addressed in this  
discussion.

N. Russell-Unterburger made a motion to approve the 2016-17 CMO home office  
budget as presented and require staff to return for approval of any expenditure  
that goes over for any line item grouping and direct the MPS Finance Committee  
to review and identify the dollar amount or percent that will be reviewed by the  
board in regards to these expenditures. .

D. Gonzalez seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

N. Huynh	Aye
S. Sherkhanov	Aye
R. Oten	Absent
D. Gonzalez	Aye
S. Orazov	No
A. Korkmaz	Aye
N. Russell-Unterburger	Aye
S. Dikbas	Abstain
U. Yapanel	Aye

**C.Approval of Revised CMO Cost Allocation Table and Reserve for Economic  
Uncertainties**

The CMO fee allocation item was discussed along with the 2016-17 home office budget. The question of insufficient CMO fees for 2015-16 were discussed during the board meeting, the board agreement was with the board suggestion that the staff use the current CMO allocation formula to address the funding. Action for this item was tabled for the next board meeting. No Actions were taken.

#### **IV. Discussion/Written Items**

##### **A.2016-17 Enrollment Update**

A. Rubalcava, Chief External Officer, went over each schools' enrollment and explained the expectations and the action plan for student enrollment improvement for schools in need. He explained that MPS had projected an enrollment of 3813 students amongst all MSAs and as of now there are 3837 students enrolled. He explained some of the factors that are taken into consideration with recruitment. He addressed all questions. This was an information item, no actions were taken.

##### **B.Academic Report**

D. Yilmaz, Chief Accountability Officer, presented the Academic Board Report on behalf of K. Jackson, Chief Academic Officer. He went over test scores, professional development events, academic programs offered, and the EL master plan implementation amongst other academic items. He went over next year's academic goals such as having competitive academic test scores compared to neighboring schools and making sure that students of all demographics are reaching their academic goals. D. Yilmaz addressed all questions. This was an information item, no actions were taken.

##### **C.Financial Update- July 2016**

K. Dietz, from EdTec, presented the July 2016 Financial Update. This item went to the Finance Committee for discussion on September 6, 2016. She explained that all payroll adjustments will be presented in the August financials and she mentioned that the current presentation was based on budgeted enrollment and not on actual enrollment numbers. K. Dietz and C. Young addressed all questions. This was an information item, no actions were taken.

#### **V. Closed Session**

##### **A.Conference with Legal Council: one case**

There were no actions to report.

#### **VI. Closing Items**

##### **A.Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:25 PM.

Respectfully Submitted,  
U. Yapanel

#### **CERTIFICATE OF SECRETARY**

I certify that I am the duly elected and acting Secretary of Magnolia Educational & Research Foundation, a California nonprofit public benefit corporation; that these minutes, consisting of 5 pages, were approved by the Board of Directors on October 13, 2016.

Executed on 12-08-2016 [date] at Los Angeles [city/town], California.

  
Dr. Unut Yapanel, Secretary

