

Public Works
Learning Works Charter School
MEETING MINUTES
March 24, 2017
2790 E. Walnut St., Pasadena, CA 91107

- I. **Call to Order** (4:40pm)
 - a. **Roll Call.** Present: Dave Banis, Kathy Lesley, Nicole Jacquemin, Juliana Serrano, Ty Gaffney, Lauren O’Neill, Phyllis Hudecki and Eddie Newman. Staff present: Mikala Rahn, Sherry Oliver, Sylvia Ginyard, Tomoko Patrick, teachers Ruth Richardson and Deb Shepard.

- II. **Review and Approval of Agenda** – The order of the Information Items adjusted by switching C and D. Dave Banis moved and Phyllis Hudecki seconded to approve the revised agenda. Approved 8-0.

- III. **Public Comment** – No public comment

- IV. **Approval of Board Minutes from August 31st Meeting** – Dave Banis moved and Phyllis Hudecki seconded to approve the Board minutes as presented. Approved 8-0.

- V. **Information Items**
 - a. Review Learning Works Budget/Expenses through February 28 – Board provided with budget showing actuals through February 28. Budget revised to include column on “special grant funding” to include one-time or restricted grant funding. Budget is balanced and reflects funding at P-1, but ADA is expected to increase slightly in P-2 to 220 for a possible increase in funding of approximately \$82,000. Enrollment due to changing demographics proves to be a challenge going forward.
 - b. Review Anderson Union High School District v. Shasta Secondary Home School Case (geographic restrictions that apply to nonclassroom-based charter schools operating resource centers) – Board provided with the *Update on new Nonclassroom-Based Challenge* with accompanying CSDC article by Eric Premack. Learning Works will not be filing a waiver, but instead will apply the exemptions under the appropriate Ed Code Sections.
 - c. Update on Facilities – Board provided with copy of PUSD Board Report No. 1180-F with all attachments related to the State Board waiver request for facilities funding under SB 740. Board also provided with the handout *The Proposed Walnut Space* related to the partnership between PUSD and Learning Works to rehabilitate space to house middle school students (including grade 6) during the day and a College & Career Works Center after middle school hours. Proposed cost estimated at \$207,500, but other costs such as furniture and equipment have not yet been estimated. Last update on facilities included *First Street Facilities/Annex* one-page handout. It was noted that improvements under the NIF grant will be carefully considered based on the uncertainty of how the ruling of nonclassroom-based charter schools not being able to operate outside the boundaries of their authorizing district will affect the spaces in Boyle Heights.
 - d. Discussion on Leadership – Outside consultant, Cameron Levin, was hired to conduct focus groups with staff on school leadership. Board provided with breakdown of all groups interviewed, questions posed to each staff member for input, leadership

scenarios, the consultants summary of input from each group, and finally Dr. Rahn's recommendations. For 2017-18, leadership will continue to be under the same team of administrative staff as 2016-17.

- e. Update on State Accountability – This item was omitted.
- f. Introduction to Momentum – Board provided with *Board Overview* handout including summary on Marketing Activities and list of ways to increase Learning Works' exposure on social media.

VI. Action Items

- a. Charter School Audit Contract for 2016-17 – Board provided with chart listing all audit firms contacted and proposals received from the following three firms:
 - 1) Maginnis Knechtel & McIntyre LLP
 - 2) RT Dennis Accountancy
 - 3) Vavrinek, Trine, Day & Co., LLP

Based on the referral of Hill Morgan & Associates, LLP, our previous auditor, and one Board members experience with the firm, the Board approved the proposal from Vavrinek, Trine, Day & Co., LLP.

Dave Banis motioned and Eddie Newman seconded to approve the audit proposal submitted by Vavrinek, Trine, Day & Co., LLP.

Approved 8 – 0.

- VII. Adjournment (6:50pm)** Dave Banis motioned and Kathy Lesley seconded to adjourn the meeting. Approved 8–0.