

**Public Works  
Learning Works Charter School  
MEETING MINUTES  
October 17, 2014  
2790 E. Walnut St., Pasadena, CA 91107**

- I. **Call to Order** (4:10pm)
  - a. **Roll Call.** Present: Michael Butler, Phyllis Hudecki, Dave Banis, Ty Gaffney, Eddie Newman, Nicole Jacquemin, Juliana Serrano, and Peter Laarman. Staff present: Mikala Rahn, Sherry Oliver, Mike Araujo, Tomoko Patrick, teachers Ruth Richardson, Andrew Hall, Eric Glenn and Chelsea Rasberry. Absent: Kathy Lesley
- II. **Review and Approval of Agenda** – Dave Banis moved and Eddie Newman seconded to approve the agenda as amended. 8-0 vote to approve.
- III. **Public Comment** – No public comment
- IV. **Approval of Board Minutes from June 27<sup>th</sup> and September 29<sup>th</sup> Meetings** – Eddie Newman moved and Kathy Lesley second to approve the Board minutes. 8-0 vote to approve.
- V. **Information Items**
  - a. PW Strategic Plan – Board provided with Public Works Strategic Plan, 2014-2015.
  - b. Facilities Update – Board provided with Weingart Grant spreadsheet detailing sources of funds with amounts expended. The renovation is now complete. Sherry Oliver was congratulated for a job well done.
  - c. New nonprofit regulation SB 27 – Board provided with copy of online article entitled “New Law Targeting “Dark Money” in California Elections Contains Benefits for Small Nonprofit Organizations Too”
  - d. Support of Proposition 47 – Board provided with information on Proposition 47 along with one-page invitation to a community gathering on October 25 at Holman United Methodist Church in Los Angeles.
  - e. LW Financials – Board provided with updated budget for 2014-15. Board approved the budget at June meeting, however, the budget had to be adjusted for the following expenses:
    - 1) incentive system – new amount \$32,190 (\$25,000 on original budget)
    - 2) workers’ compensation insurance (employee benefits) – additional \$27,000 due to underestimated payroll for 2013-14
    - 3) property tax – additional \$2,275 since LW now occupies the entire building
  - f. Dissemination Update: Policy Briefs and Learning Labs – Board provided with Policy Brief #1: The Learning Works Model and a copy of the Learning Lab invitation for *Serving Youth on Probation* on October 21, 2014 from 10:30am. The PowerPoint that will be presented at the Learning Lab was also provided. Learning Labs are presented to showcase specific features of Learning Works to the community at large. Attendance has been roughly 25 – 30 participants. The Board would like to receive an email with links to past Learning Lab videos along with the newsletter.
  - g. Invest in a Dropout event – October 30. The event will be held at Noor at Paseo

videos at the event, or more specifically, at different tables so guests can focus on the video with less disruption. Board members were urged to bring bottles of wine that can be auctioned at the event.

## VI. **Action Items**

- a. **Teacher/Chaser Incentive Program** – Board provided with summary of incentive program with spreadsheet on incentives earned for 2013-14. This item will be on the agenda annually at the October Board meeting. Teachers and Chasers expressed their frustration in the increase in the utilization rate target to 85% without clear communication (discussed with staff verbally but change not provided in writing). Mikala Rahn stated that the prior utilization rate of 82% is too low of a target and that this will not help the school earn the required revenue to keep the school open. This discussed with staff in the past. Several LWCS faculty members voiced their comments on the incentive systems with a common theme of needing to boost school morale and acknowledge the dedication and hard work of staff in working with students toward credit completion and graduation. Several Board members agreed with these comments but noted that company financial status need to be factored into the incentive and/or bonus system and were not happy at how the incentive system can create unhealthy competition and decreased morale.

**Action #1:** Dave Banis motioned and Eddie Newman seconded to honor the 2013-14 incentive payout at the utilization rate of 82% on the basis that the increase was not communicated in writing to staff.

Approved 7 – 1.

**Action #2:** Michael Butler motioned and Eddie Newman seconded to a) maintain the existing incentive system for 5 or more modules, ELA CAHSEE pass rate, Math CAHSEE Pass Rate, and Persistence rate; b) Mikala will provide options for reducing the pay out on the Utilization Rate indicator, get staff input, and the Board will reconvene in two weeks time (via teleconference) to vote on the recommendation. Until this decision is reached, there the incentive system is suspended.

Approved 8 – 0.

- b. **CAHSEE Waivers** – Board provided with a list of *Students that Passed w/ (M) in the 2013-2014 school year*.

**Action:** Phyllis Hudecki motioned and Eddie Newman seconded to approve the list as presented.

Approved 8 – 0.

- c. **Suicide Prevention Policy and Administrative Regulations** – Board provided suicide prevention policy and administrative regulations.

**Action:** Peter Laarman motioned and Eddie Newman seconded to approve the suicide prevention policy and administrative regulations as presented.

Approved 8 – 0.

- d. **Discrimination Policy** – Board provided with nondiscrimination/harassment policy and administrative regulations.

**Action:** Phyllis Hudecki motioned and Dave Banis seconded to approve the

VII. **Adjournment** (6:05pm) Dave Banis motioned and Peter Laarman seconded to adjourn the meeting. Approved 8-0.