

Public Works
Learning Works Charter School
MEETING MINUTES
October 25, 2013
2790 E. Walnut St., Pasadena, CA 91107

- I. **Call to Order** (4:11pm)
 - a. **Roll Call.** Present: Michael Butler, Dave Banis, Greg & Sloane Mann, Nicole Palmentiero, Ty Gaffney, and Eddie Newman. Absent: Kathy Lesley and Phyllis Hudecki. Staff present: Mikala Rahn, Sherry Oliver, Mike Araujo, Lisa Kersting, Jennifer Bailey, and Tomoko Patrick.

- II. **Review and Approval of Agenda** - Dave Banis moved and Sloane Mann seconded to approve the agenda. 6-0 vote to approve.

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

- IV. **Approval of Consent Agenda and Board Minutes from July 26th Meeting** - Dave Banis moved and Sloane Mann seconded to approve the Board minutes with a notation that a portion of the 2013-2014 LW budget (Action item A) had been cut off at the end of the page. 6-0 vote to approve.

- V. **Information Items**
 - a. Overview of Public Works Financials – Board provided with 2013 and 2014 PW contract chart. The 2013 chart indicates that PW is doing well considering revenue streams have been shrinking as reported in the meeting of July 26. The 2014 chart of contracts to date is strong when compared to the same time as previous years. Mikala Rahn added that additional work is not included on the 2014 chart for the CaMSP project. There is to be an additional \$200K - \$400K in revenue to do a centralized evaluation.
 - b. Overview of Learning Works Charter School Financials – Board provided with LW revised budget for 2013-14 with Common Core revenue/expense amounts and a notation of the Charter Schools Facility Grant award in the amount of \$147,975. The facilities grant award is not included in the budget since facilities use is in transition. Common Core does not effect the budget since revenue and expense are the same.
 - c. Public Works Audit – Board provided with audit report on the financial statements of PW as of December 31, 2012. It was noted that the year ended with a positive, albeit small, balance of \$3,411. The major contributing factor to the modest balance is attributed to the loss in the charter school for 2011-2012.
 - d. Learning Works Plan for Common Core State Standards – Board provided with letter from State Superintendent Tom Torlakson dated August 23, 2013 and an internally prepared Common Core Budget 2013-2014 and 2014-2015. There is no standardization of what needs to be taught and LW is in the process of understanding what is required in the subject areas of Math and Science. LW is investigating how this effects the independent study format and in the Summer of 2014, there will be major project rebuilding in modules. The technology requirement is very real. There is a need for two laptop carts – one for the main campus in Pasadena and another for the Homeboy location. As indicated in the

As far as establishing a Common Core baseline, there are no 7th and 8th graders to test to date and 20% of the population are 11th graders. If LW is not pulled into a random sample, we may not have to test. The CAHSEE, however, is still up and running and testing will resume this year. The only other test that will be administered for certain is the 10th grade life science test since this is not under Common Core.

- e. Learning Works Summative Date/School Accountability Report Card (SARC) – Board provided with copy of PowerPoint presentation on Learning Works Charter Data Analysis.
- f. New Public Works projects – Board provided with narratives on CaMSP Evaluation 2013-2015 as well as LAEP Summary of Work for 2013-14.
- g. Development Update – Board provided the following:
 - i. Sample letter introducing PW experience and expertise sent to L.A, County District Superintendents, charter schools and independent private schools. Michael Butler expressed that Paramount School District would be a strategic client given that they closely mirror Downey Unified School District, a good PW client. If any of the Board members have a referral to other school districts, an introduction would be appreciated. The primary goal is to reach out to people who do not know PW and to get more community exposure.
 - ii. Award notification for the Charter Schools Facility Grant and a letter from Weingart Foundation for a check in the sum of \$64,294.
 - iii. Prop 39 “Green” Grant narrative for a total entitlement of \$112,040
 - iv. VISTA Assignment Description (VAD) for both the Development Assistant and the School Volunteer Initiative.
 - v. Event invitation for Invest in a Dropout, November 14, 2013.

VI. Action Items

No Action Items presented.

- VII. Adjournment** (5:35pm) Dave Banis motioned and Eddie Newman seconded to adjourn the meeting. Approved 6-0.