

Public Works
Learning Works Charter School
MEETING MINUTES
March 28, 2014
2790 E. Walnut St., Pasadena, CA 91107

- I. Call to Order (4:30pm)**
 - a. Roll Call.** Present: Michael Butler, Phyllis Hudecki, Kathy Lesley, Greg Mann, Sloane Mann, Ty Gaffney, and Eddie Newman. Staff present: Mikala Rahn, Sherry Oliver, Mike Araujo, Lisa Kersting, and Tomoko Patrick. Absent: Dave Banis and Nicole Jacquemin.
- II. Review and Approval of Agenda** – Kathy Lesley moved and Phyllis Hudecki 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 December 12th Meeting** – Kathy Lesley moved and Sloane Mann second to approve the Board minutes. 6-0 vote to approve.
- V. Information Items**
 - a.** Overview of Public Works Financials – Board provided with 2013 and 2014 PW Contract charts. No significant change reported. In terms of revenue, the amount of contracts for 2014 is “strong” for this time of year.
 - b.** Overview of Learning Works Charter School Financials – Board provided with LW 2013-14 budget. Budget adjusted as of P-1 for Local Control Funding Formula (LCFF CY Gap Funding) in the amount of \$149,600. Board also provided with LCFF Calculator Universal Assumptions summary sheet to show expected revenue through 2016-17. Cash flow issues are under control even though student enrollment is down, particularly at middle school. LCFF gap funding helped and will grow as a revenue source.
 - c.** LCFF/LCAP Overview – PowerPoint presentation reviewing highlights of both Local Control Funding Formula (LCFF) and Local Control Accountability Plans (LCAP).
 - d.** Development/VISTA Proposal – Board provided with information sheet on the Americorps VISTA Program at Learning Works that covers a review of Year 1 and Goals for Year 2. Volunteer system is now in place. Development component needed to be scaled back but there is more community awareness of the school. Next step is to focus more on career awareness and employment pathways for students. New VISTA personnel will be hired in May 2014.
 - e.** Investment Update – Dick Davis suggested that we purchase 500 shares of a single stock to start our investment portfolio. The stock will be purchased April 1. The investment policy will be brought to the Board as an Action Item at the next meeting June 27th, which will be before the expiration of the 90-day review period.
 - f.** Facilities Update – Board provided with an updated spreadsheet on the Weingart grant. Phase II is complete and construction on Phase III will begin mid-April. A diagram of the main office reception area was provided.
- VI. Action Items**
 - a.** Homeless Education Policy – Board provided with homeless education policy. Template provided through California Department of Education used since there is no significant differences in how Learning Works serves homeless students.

Action: Eddie Newman motioned and Kathy Lesley seconded to approve the Homeless Education Policy with the stipulation that the word District be replaced by the word LEA.
Approved 6 – 0.

- b. Abuse Complaint Procedure – Board provided with the abuse complaint procedure. This procedure is to be added to the Student Handbook.

Action: Phyllis Hudecki motioned and Eddie Newman seconded to approve the Abuse Complaint Procedure as presented.
Approved 6 – 0.

VII. Adjournment (5:41pm) Greg Mann motioned and Eddie Newman seconded to adjourn the meeting. Approved 6–0.

Greg and Sloane Mann formally stepped down from the Board. Board members thanked them for their service and dedication and wished them well.

The next meeting of the Board will be June 27th at 4:00pm.