

**Public Works
Learning Works Charter School**

**REGULAR MEETING
April 14, 2013
90 N. Daisy Ave., Pasadena, CA 91107**

- I. Call to Order** (6:23 pm)
Roll Call (Present: Mikala Rahn, Michael Butler, Dave Banis, Ty Gaffney, Kathy Lesley, Nicole Palmentiero, Eddie Newman, Greg & Sloane Mann) Absent: Phyllis Hudecki
Others Present (LW Teachers and Staff Members: Mike Araujo, Jan-Carlos Pedroza, Lisa Kersting. PW Staff members: Sherry Oliver, Tomoko Patrick. Non-PW staff: David Tokofsky Absent: student representative
- II. Review and Approval of Agenda**
Kathy Lesley moved and Nicole Palmentiero seconded to approve the agenda.
- III. Public Comment**
No public comment
- IV. Review and Approval of Minutes from December 13th Meeting**
Dave Banis moved and Kathy Lesley seconded. 8-0 vote to approve the minutes.
- V. Information Items**
- a. Overview of Financials**
The following handouts were provided:
- 1) Chart: Status Update – Immediate Problem – Long-term Solutions
 - 2) Consolidated Profit & Loss Statement for 2012
 - 3) Analysis of revenue from 2011-12 and 2010-11
 - 4) 2013 Cash flow chart (April 1 – September 1)
- Primary financial issue is that revenue is lower than anticipated because the State has deferred restoration of funding in the wake of Proposition 30's passage by voters in November. As a result, PW is experiencing cash flow problems tied to deferred revenue.
- Public Works is investigating a relationship with Wells Fargo to replace our existing bank in order to secure a more generous line of credit, in line with what we see at other charter schools.
- Some expenditures have been cut (i.e., reduction of three personnel at PW upstairs staff). We have investigated E-rate as cost-savings measure but the compliance aspect of this funding may or may not be worth it. We will try for one more year to determine utility. We can also investigate solar paneling as a way to save on utilities costs.

b. June Exemption Deferral

The school submitted an application in order to be exempt from the June 2013 Apportionment Deferral.

c. Enrollment projections over time

ADA chart provided. Chart includes actual ADA for 2008 – 2012 and actual/estimated ADA for 2012-13 and estimated ADA for 2013-14. Goal for 2013-14 is stable enrollment.

d. Update on development prospects

Public Works needs to access new sources of revenue; we have “tapped” existing clients and need to grow the client base and/or foundation support revenue streams.

e. Highlights of the Health Grant

Brochure on “The Pregnant and Parenting Teen Program” provided.

f. WASC Self Study & Action Plan

WASC site visit agenda for April 14-17 provided.

g. Tentative Calendar ideas/Summer

Draft Professional Development Calendar 2013-14 provided. LWCS is “decoupling” its school calendar from PUSD starting in 2013-14. School will start after Labor Day. Immediate dates of importance: prom (6/5), Grad Nite (6/13) and Graduation (6/18). July 26 Board meeting will include complete school calendar and contracts.

VI. Action Items

a. Charter School Revolving Loan

Attached: Application for \$250,000 from the 2012-13 Charter School Revolving Loan.

Motion: Eddie Newman moved and Michael Butler seconded to approve the Charter School Revolving Loan application.

Vote: 8 – 0

b. Incentive Program

Attached: Learning Works Teacher/Chaser Incentive System for 2012-13.

Motion: Dave Banis moved and Sloane Mann seconded to approve the 2012-13 Incentive Program.

Vote: 8 – 0

c. Board Member Term Renewals

All board seats, with the exception of Eddie Newman and Nicole Palmentiero who were added in November 2012, will be renewed for an additional two-year term. The officer term positions are also being renewed. The officers are Michael Butler (President), Kathy Lesley (Vice President), Nicole Palmentiero (Secretary), and Dave Banis (Treasurer). Specific board committees will be run as follows:
Marketing & Development: Greg & Sloane Mann
Teacher Compensation: Phyllis Hudecki & Michael Butler
Community Works: Eddie Newman

Motion: Dave Banis moved and Ty Gaffney seconded to approve the board member seats, officer terms and board committees as presented.
Vote: 8 – 0

d. Future Board Meeting Dates

Summer: July 26 at 4pm
Fall: October 25 at 4pm
Winter: week of December 9th (likely Dec 11 or 12)

Motion: Dave Banis moved and Kathy Lesley seconded to approve future board meeting dates.
Vote: 8 – 0

VII. Adjournment (7:32 pm)