

**Public Works**  
**Learning Works Charter School**  
**MEETING MINUTES**  
**March 23, 2020**  
**By Telephone Conference Call**

- I. Call to Order (4:01 pm)**
  - a. Roll Call by voice. Present: Dave Banis, Eddie Newman, Juliana Serrano, Lauren O’Neill, Kathy Lesley, Dominick Correy, Ty Gaffney. Staff: Mikala Rahn, Patty O’Driscoll, Sylvia Ginyard and Tomoko Patrick. Absent: Mike Babcock, Nicole Jacquemin,
- II. Review and Approval of Agenda** – Eddie Newman moved and Lauren O’Neill seconded, Approved 7 – 0
- III. Public Comment** – No Public Comment
- IV. Information Items**
  - a. Update on school status in the current context of COVID-19 virus – Board presented with information regarding the frequently changing situation on the ground and how that affects Learning Works as a charter and as a non-classroom based school. Board was informed that the school is completing its work this week and will be closed for Spring Break next week as planned. Teachers are starting to work from home this week and Chasers by Thursday. LW in Pasadena is open during spring break from 10 am to 2 pm so that students can access textbooks, supplies and food from the food drive. Staff is anticipating that this may hit families harder in 2-3 weeks so are preparing for that. Staff has been doing drop offs of food and other supplies, textbooks as needed. First Street site is closed and all services have been centralized to Pasadena. School will re-open on April 6<sup>th</sup> with staff continuing to work from home and providing services to students remotely and through work that has already been assigned. LW is considering re-opening on May 4<sup>th</sup> but that depends on how things change from day to day. The big priority will be reaching out to seniors and trying to ensure that we have a 2020 graduating class. Staff has been working to organize technology to be able to work remotely and to provide students with email addresses and other access needed through Microsoft Teams, which is an app that can be accessed through a phone. Leadership has held 3 staff call-ins through Teams and will continue to do remote checkins via this system. A schedule of check-ins has been developed and will be in place for week of April 6<sup>th</sup>. Teacher Ruth will be team captain for online access/resources but there is no plan to rewrite or re-orient our curriculum to be online. Board was also notified that artWORKS and Community Works will be closed through the end of this year. Mikala is posting information on Facebook for students and families and will record a video message this week. Chasers will be next to record a video message, likely on importance of handwashing.
  - b. LW Enrollment Numbers – Last learning period was the best in a long time; ADA continues to be very strong, 248.11 today so up from last year. The budget is based on 200 so school is in good shape going into this uncertain period.
  - c. Pasadena Community Foundation Capital Grant Update – Board was presented with information that the PCF board voted to allow grants to become unrestricted due to the current crisis. The Capital Grant for Homeboy Café, which we had not yet

Board discussed how proactive and helpful that has been for local nonprofits and that the Board of PCF has been very supportive of Learning Works.

**V. Action Items**

- a. School Accountability Report Card (SARC) – Dave Banis moved to take action on the SARC, Lauren O’Neill seconded – SARC approved by roll call vote 7 – 0

**VI. Adjournment** – meeting adjourned at 4:17

**VII. Closed Session** – Legal Claim – Board adjourned for closed session, no action taken.