

**Public Works
Learning Works Charter School
MINUTES**

**SPECIAL MEETING
June 8, 2020**

Via Zoom

<https://us02web.zoom.us/j/83175975956?pwd=N1NrNEpQcHdqMExJTXXFFbWhnOFJydz09>

Meeting ID: 831 7597 5956

Password: 974156

4:00 – 5:00 pm

- I. Call to Order (4:11 pm)**
Roll Call Present: Mike Babcock, Ty Gaffney, Juliana Serrano, Kathy Lesley, Lauren O’Neill, Nicole Jacquemin, and Dominick Correy. Staff present: Mikala Rahn, Patty O’Driscoll, Sylvia Tolbert and Tomoko Patrick.

- II. Review and Approval of Agenda** – Mike Babcock moved and Lauren O’Neill seconded to approve the agenda. Approved 7 – 0.

- III. Public Comment**

This is an opportunity for any member of the public to address the Board on matters pertaining to the school district that are not listed on the agenda. For items on the Agenda, the public will have an opportunity to address the Board when that item is acted upon. Unless otherwise determined by the Board, each person is limited to 3 (three) minutes. If a large number wish to speak on a specific item, there is a limit of 20 minutes total input on any item.

- IV. Approval of Past Board Minutes**
December 19, 2019 – March 16, 2020 – March 23, 2020 – April 13, 2020 – April 27, 2020
Nicole Jacquemin moved and Juliana Serrano seconded to approve the Minutes listed.
Approved 7 – 0

- V. Information Items**

- 1) Update on Financials
Board presented with Learning Works 2019-20 budget with actual expenses through May 31. We expect to finish the school year under budget primarily due to the shift in attendance policy. The impact of COVID-19 resulted in the unexpected purchase of technology, but we received enough in donations to cover Chromebooks for students. Public Works also received a loan through the Paycheck Protection Program so financially we are stable at this time and finances are on track. The budget for 2020-21 was budgeted conservatively at a projected ADA of 205 students. It is the following budget for 2021-22 that is uncertain.

- 2) Update on school status in the current context of COVID-19
In respect to social distancing, all employees and students will have their temperatures taken and complete a general health survey anytime they enter the facilities. Warehouse and classroom areas have been reconfigured and PUSD donated approximately 40 – 50 single seat desks. They also gave us 40 Chromebooks. The school will be open from 9am – 4pm to assist graduating seniors. Teachers are doing great. Graduates will be able to keep their Chromebook. Non-graduates will return their Chromebook, but as an incentive, it will be given back to them when they return in the Fall. Hourly employees will be working until the end of June to help close out the school year.

We will need guidance from PUSD in terms of how they will be opening schools in the Fall. County guidelines currently have strict re-opening criteria. To date, there is no update on how to track attendance nor information on instructional minutes.

Drive by graduations (including red carpet!) are being scheduled for June 24 (Middle School), June 25 (Pasadena graduates) and June 26 (Homeboy graduates). A traditional graduation will hopefully take place in December.

The school has been fortunate to be the recipient of a daily catered lunch from All Saints Church and they have been supplying pantry needs as well. The pantry will close June 30 and then we will reassess.

VI. Action Items

- 1) Learning Works Budget 2020 – 2021
Board provided with 2020-21 Budget. The budget was developed with a conservative lens. School year will begin with one less teacher. Rent expense was kept the same, however, we anticipate some relief in this area once the 1912 E. First St. building is purchased by Homeboy Industries. The budget shows an 8% reserve, but Lauren O’Neill suggested we do what we can to increase this percentage to start saving for the 2021-22 school year.
Mike Babcock moved and Lauren O’Neill seconded to approve the 2020-21 school budget. Approved 7 – 0.
- 2) Learning Works School Calendar 2020 – 2021
Board provided with 2021-21 Learning Period Schedule. The calendar was developed to mirror a normal school year. Spring break is aligned with LAUSD. Lauren O’Neill moved and Nicole Jacquemin seconded to approve the 2020-21 school calendar. Approved 7 – 0.
- 3) COVID Operations Report
Board provided with COVID-19 Operations Report
Lauren O’Neill moved and Dominick Correy seconded to approve the COVID-19 Operations Report. Approved 7 – 0.

VII. Adjournment (5:02 pm)

Kathy Lesley moved and Juliana Serrano seconded to adjourn the meeting.