I. Call to Order (4:30 pm)
Roll Call Present: Kathy Lesley, Mike Babcock, Dominick Correy, Juliana Serrano, Nicole Jacquemin and Lauren O’Neill. Staff present: Mikala Rahn, Patty O’Driscoll and Tomoko Patrick.

II. Review and Approval of Agenda – Agenda revised to move Action Items before Information Items. Enrollment cap board policy approval postponed. Mike Babcock moved and Kathy Lesley seconded to approve the revised 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 Board Minutes from September 10, 2020
Nicole Jacquemin moved and Dominick Correy seconded to approve the Minutes from September 10, 2020. Approved 6 – 0.

V. Action Items
1) Learning Continuity Plan
   Board provided with final Learning Continuity and Attendance Plan for approval. The LCP draft presented at the last board meeting was disseminated to staff and parents in order to finalize the document. Board and other feedback was incorporated. Once approved, the Plan must be submitted to the Los Angeles County Office of Education and Pasadena Unified School District within 5 days.
   Mike Babcock moved and Lauren O’Neill seconded to approve the Learning Continuity and Attendance Plan as presented. Approved 6-0.

2) Enrollment Cap Board Policy – postponed until more information has been gathered by staff about level to set and implications on financial position of LW.
VI. Information Items

1) **School Update**
   Enrollment continues to be a virtual two-part process. Students meet with their teacher to receive their Chromebook. Teachers are on campus and morale continues to be positive while we figure out strategies. Curriculum for experiences have been updated and are in good shape for continuing distance learning. Middle school set up through Google Classroom with a full year of curriculum. Teacher Vicki has been a great model for developing Google Classroom for other staff and we are trying out new ways of organizing curriculum through these staff meetings and interactions.

2) **Learning Works 2020-21 Budget Update**
   Board provided with Learning Works Charter School 2020-21 Budget. Budget currently shows reserve amount of $523,000. The expectation is to stick to seven teachers instead of hiring a teacher late in the year. The special education teachers from PUSD are staying home, but it is anticipated that one additional Chaser will be hired to support them. Since there are no students on campus, the child care provider is currently responsible for checking temperatures at check in. In the uncertainty of operating under COVID, there are lots of placeholders in the budget. In order to compensate for staff role and responsibility transitions, the budget for PW labor has increased. Field trips are anticipated to be discontinued until at least January.

   A question of whether enrollment is anticipated to increase in 2021-22 was asked and Mikala Rahn responded that the challenge is to honor the mission and continue to focus on the population served. If a pupil doesn’t fit in with our population, the student is always encouraged to stay in a traditional school setting.

3) **PW Audit**
   Board provided with Public Works 2019 Audit report. Management discovered possible revenue issues in 2018 so we will be re-examining the 2018 audit.

4) **Hiring of Principal Update**
   The committee to hire the principal consists of Lauren O’Neill, Dominick Correy, Eddie Newman, Sylvia Tolbert and Patty O’Driscoll. Currently the committee is working on the job description and developing a process that will include all stakeholders. It is hard to say with certainty whether someone will be able to fill the position starting in January, but the committee will provide updates throughout the process.

5) **In-lieu of fundraising event**
   No committee has been selected at this time given the focus on the school. During this unprecedented time, ideas on how to generate the most impact and donations will be especially sensitive to event timing and platform. Program duration and auction ideas are other areas to focus on. Other organizations have tried. Some have been successful, others have been less so. For now, a mailing focusing on student connectivity will go out to donors. Nicole Jacquemin, Juliana Serrano and Mike Babcock are interested in organizing the event committee.

VII. **Adjournment (5:10 pm)**
   Juliana Serrano moved and Dominick Correy seconded to adjourn the meeting. Approved 6 – 0.