

June 1, 2009

RE: Partnership Board of Directors meeting on June 4, 2009

Dear Members of the Partnership Board of Directors:

Enclosed please find your packet of information in preparation of the next meeting of the Board of Directors of the Partnership for Los Angeles Schools. This meeting is scheduled on June 4<sup>th</sup>, 2009 from 3:30 – 5:00pm at the Watts Branch Library at 10205 Compton Avenue, Los Angeles CA 90002.

Our Board meeting agenda is attached to this document and contains a number of areas we would like to cover. Our action items include some areas we are seeking the Board's approval, including the approval of the minutes from our last meeting and the creation of an audit committee for our 2008-09 expenditures. We will also discuss and are seeking approval of our 2009-10 budget. Finally, we are seeking approval of some roll-over expenditures from the current fiscal year that will be spent next year.

Our discussion items include an update on the LAUSD budget crisis and its implications on school staffing, as well as a discussion of progress to date for Partnership schools. We will conclude the discussion items with a review of concerns that Partnership schools have expressed. Additional detail on these agenda items is provided in the attachments enclosed.

Please find the following materials:

- Attachment 1: Agenda for the Board meeting
- Attachment 2: Resolutions for the Board
- Attachment 3: Minutes of the Board meeting of April 2, 2009
- Attachment 4: Powerpoint slides on action and discussion topics

We look forward to seeing you later this week.

Best regards,

*Marshall Tuck*

Marshall Tuck  
Chief Executive Officer

*Angela Bass*

Angela Bass  
Superintendent of Instruction

*Mark Kleger-Heine*

Mark Kleger-Heine  
Chief Operating Officer

**Attachment 1**  
**THE PARTNERSHIP FOR LOS ANGELES SCHOOLS**  
**MEETING OF THE BOARD OF DIRECTORS**  
 June 4, 2009  
 3:30 – 5:00pm  
 Watts Branch Library  
 10205 Compton Avenue, Los Angeles CA 90002

Agenda item
I. Open public meeting and roll call
II. Action items
a. Approve minutes from April 2
b. Approve audit committee
c. Approve 2009-10 budget
d. Approve roll-over of funds to the 2009-10 fiscal year
III. Discussion items
a. Update on LAUSD budget crisis and school staffing
b. Update on Partnership progress
c. Update on Partnership school concerns and next steps
IV. Closed session
V. Public comment
VI. Adjournment

Materials related to an item on this agenda submitted to the Partnership for Los Angeles Schools Board, including those submitted after the initial distribution of the agenda, are available for public inspection prior to the meeting at [www.partnershipla.org](http://www.partnershipla.org) and at the meeting at 10205 Compton Avenue, Los Angeles CA 90002.

Attachment 2  
Resolutions for the Board

I. APPROVE MINUTES

Background

The Partnership held a Board meeting on April 2, 2009. The minutes for this meeting need to be approved.

Resolution language

WHEREAS, the Directors held a meeting on April 2, 2009;

THEREFORE, BE IT RESOLVED, that the minutes of the meeting of the Board of Directors on April 2, 2009 are approved.

## II. ESTABLISH AUDIT COMMITTEE

### Background

The Partnership is an independent 501(c)(3) entity and seeks to conduct an audit of its financial activities for the 2008-09 Fiscal Year, which will end on June 30, 2009. The purpose of this audit is to ensure that the Partnership's funds are being spent responsibly and using processes that adhere to generally accepted industry standards. A second purpose is to provide transparency for the public of the Partnership's financial activities. This audit does not relate to the spending of any public funds.

### Resolution language

WHEREAS, the Corporation seeks an independent audit of its financial activities for the 2008-09 Fiscal Year;

WHEREAS, the Corporation seeks to have this audit completed by early November in order to comply with federal filing guidelines; and

WHEREAS, the Corporation needs to hire an independent auditor with an excellent track record to conduct this audit;

THEREFORE, BE IT RESOLVED, that the Board of Directors hereby establishes an Audit Committee to manage the audit for the 2008-09 Fiscal Year;

RESOLVED FURTHER, that the members of this Audit Committee are Carolyn Webb de Macias, Melanie Lundquist and Robin Kramer;

RESOLVED FURTHER, that the Board delegates the authority to the Officers of the Corporation to hire an auditor who has the requisite skills and knowledge to conduct an audit.

### III. APPROVE 2009-10 BUDGET

#### Background

The Partnership requires a budget for the 2009-10 fiscal year and requests approval of the budget outlined in the attached presentation. The Partnership management team will return to the Board at the next meeting in the summer of 2009 if any adjustments are needed to this budget.

#### Resolution language

WHEREAS, the Corporation requires a budget for the 2009-10 Fiscal Year; and  
WHEREAS, the Officers have prepared a budget for the Board's approval attached hereto;

THEREFORE, BE IT RESOLVED, that the Board of Directors hereby adopts the 2009-10 budget for the Corporation, and that the Officers of the Corporation are authorized to make expenditures that are consistent with this budget and prior resolutions of the Board.

## IV. APPROVE ROLL-OVER OF FUNDS

### Background

The Partnership budgeted certain expenditures to be completed by June 30, 2009. Many of these expenditures have been committed but they will be spent this summer or next school year. We consider these expenditures “encumbered” but we need your approval to roll over these expenditures into next fiscal year. Examples include:

- ~\$1.4mm in “targeted school site” funds provided to schools (less any funds spent the remainder of this year)
- ~\$215k in funds being reimbursed to schools over time
- Some grant-funded programs that will continue into next fiscal year because funders expected funds to cross over fiscal years – examples: Avid, professional development, small schools transformation, etc.

Given some uncertainties regarding when expenditures will be made, the Partnership is seeking flexibility from the Board to roll-over encumbered expenditures into FY 2009-10 based on the budget projections attached. We are asking for this flexibility now so that we can continue to spend funds this summer, and the Partnership would return to the next Board meeting and detail to the Board specifically which funds are being rolled over.

### Resolution language

WHEREAS, the Directors recognize that some expenditures that were budgeted for the 2008-09 fiscal year are continuing in the 2009-10 fiscal year; and

WHEREAS, the funds needed for these expenditures are already accounted for in the Corporation’s projected year-end cash flow, attached hereto;

THEREFORE, BE IT RESOLVED, that the Directors permit the Officers to increase the Corporation’s 2009-10 fiscal year budget for individual line items for funds encumbered in 2008-09 but not expended;

RESOLVED FURTHER, that these increases can be up to the amount itemized under the “2008-09 FY Projections” attached hereto;

RESOLVED FURTHER, that the Officers are directed to report to the Board on the specific dollar amounts rolled over at the next meeting of the Board.

**Attachment 3**  
MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF  
PARTNERSHIP FOR LOS ANGELES SCHOOLS  
April 2 2009

A meeting of the Board of Directors of Partnership for Los Angeles Schools (the "Corporation"), a California nonprofit public benefit corporation was held on April 2, 2009 at the Benjamin Franklin Branch Library in Los Angeles, California. The meeting was called to order at approximately 4:04 p.m. Board members in attendance were Robin Kramer, Melanie Lundquist, and Carolyn Webb de Macias. Staff from the Partnership was also in attendance, including Marshall Tuck, Angela Bass, Mark Kleger-Heine, Ryan Smith, Judy Tenorio, Staci Monreal, A. Je-nee Tyson, Rachel McDonald and Tad Parzen, legal counsel. Members of the public were also present at this meeting as the meeting was open to the public.

The Board reviewed and discussed the following resolutions:

1

Approval of the January 29 Minutes

There were no comments on the January 29 minutes. Melanie Lundquist made a motion to approve the minutes. Robin Kramer seconded the motion. The motion was approved unanimously.

WHEREAS, the Directors held a meeting on January 29, 2009;

THEREFORE, BE IT RESOLVED, that  
the minutes of the meeting of the Board  
of Directors on January 29, 2009 are  
approved.

II

Approval of Potential Future Board Member Profiles

Robin Kramer suggested an amendment to the resolution language and moved that it be approved as amended. Melanie Lundquist seconded the motion. The amendment was accepted by the Board with no discussion and the following resolution passed unanimously.

WHEREAS, the bylaws of the Partnership stipulate that the Partnership must have between three and eleven Directors;

WHEREAS, the Partnership Directors believe that the Board should broadly represent the Los Angeles education community;

THEREFORE, BE IT RESOLVED, that the Directors intend to expand the Board and seek out an outstanding teacher, parent, business representative, and community leader.

III

Approval of Partnership Serving and Supporting Mendez Schools

Marshall Tuck spoke of the Felicitas and Gonzalo Mendez Learning Complex that the Partnership will serve and support beginning with the 2009-10 school year. Mrs. Webb de Macias inquired about the difference in the process of supporting the new schools. Mr. Tuck explained that serving these schools was an initiative that came directly from the office of Superintendent Ramon Cortines. The motion to approve the resolution was made by Melanie Lundquist and seconded by Robin Kramer. The motion was approved unanimously.

WHEREAS, the Superintendent of LAUSD is opening the Felicitas and Gonzalo Mendez Learning Complex (Mendez Learning Complex) in 2009-10 as two new schools;

WHEREAS, the Mendez Learning Complex will draw students from Roosevelt High School and Hollenbeck Middle School, which are both Partnership schools;

WHEREAS, the LAUSD Superintendent and the Partnership have discussed collaborating to serve and support these schools; and

WHEREAS, the Partnership seeks to be a model for effectively opening quality new schools in LAUSD;

THEREFORE, BE IT RESOLVED, that the Directors approve the Partnership signing a Memorandum of Understanding (MOU) with the Los Angeles Unified School District (LAUSD) to serve and support both new schools in the Felicitas and Gonzalo Mendez Learning Complex in Boyle Heights;

RESOLVED FURTHER, that the Chief Executive Officer is authorized to execute the MOU on behalf of the Partnership.

#### IV

#### Approval of Insurance Renewal Guidelines

Mark Kleger-Heine informed the Board that Partnership's insurance policies were in need of renewal. He sought permission on behalf of the staff to move forward with obtaining continued coverage. The motion to approve the resolution was made by Robin Kramer and seconded by Melanie Lundquist. The motion was approved unanimously.

WHEREAS, the Partnership seeks to cover its general liability needs;  
WHEREAS, the Partnership must renew its general liability insurance package in order to maintain coverage; and

WHEREAS, the Partnership must adhere to its contractual requirements in its Memorandum of Understanding with the Los Angeles Unified School District (LAUSD);

THEREFORE, BE IT RESOLVED, that Directors direct the Chief Executive Officer to obtain general liability coverage that meets the needs of the corporation.

V

Approval of Equipment Lease

Mr. Kleger-Heine informed the Board that the 31 computers in the proposed lease will furnish a technology lab at Santee Education Complex. He noted that the lease would cross fiscal years. Mrs. Lundquist asked about the interest rate. Mr. Kleger-Heine stated that the total overhead costs would be approximately 10% or \$7,000. Mrs. Lunquist moved that the resolution be approved. The motion was seconded by Ms. Kramer and approved unanimously.

WHEREAS, the Directors endorse the investment of Partnership funds in technology that improves student achievement;

WHEREAS, Santee Education Complex has been identified by the Partnership staff as needing a new multi-media computer lab; and

WHEREAS, the Partnership is currently negotiating possible leasing terms for 31 new Apple computers;

THEREFORE, BE IT RESOLVED, that the Directors approve the leasing of 31 new Apple computers if the Chief Executive Officer determines that this is in the best economic interest of the Partnership.

VI

Approval of Expenditure Reallocation

A grant awarded to the Partnership by the Dell Foundation was used to support collaboration with the Boston Consulting Group. Mr. Kleger-Heine requested the Board approve the use of the remaining funds in the grant to support other performance management initiatives. Robin Kramer asked how the remaining monies would be spent. Mr. Tuck stated that the funds would provide more training sessions for teachers on the MyData tool among other related initiatives. Melanie Lundquist moved that the approval be given to staff and Robin Kramer seconded the motion. The motion passed unanimously.

WHEREAS, the Board approved \$730,000 in new expenditures to be used to pay for the Boston Consulting Group because the Partnership raised funds in the amount of \$730,000 from the Michael and Susan Dell Foundation to support the development and implementation of the Report Card and MyData initiatives;

WHEREAS, the total expenditures for the Boston Consulting Group were \$660,828, leaving a balance of \$69,172 from the Dell Foundation grant; and

WHEREAS, the Directors remain committed to the success of the Partnership's performance management program;

THEREFORE, BE IT RESOLVED, that the Directors approve the reallocation of \$69,172 in expenses from the Boston Consulting Group to other performance management initiatives.

Marshall Tuck discussed the current state of the budget crisis within LAUSD. He mentioned that 279 out of 1,000 certificated employees in the Partnership schools were given layoff notices. Mrs. Lundquist asked about legislative and legal options that might be available. Mr. Tuck noted that counsel is researching legal options, salary reductions, furloughs, and other options.

Mark Kleger-Heine gave an update of the Partnership financials. He explained that financial position remained in good standing due to some projects being completed under budget. Ms. Kramer inquired about unexpected fees. Mr. Kleger-Heine described that these were administrative fees charged by the school district that were not previously budgeted.

Angela Bass discussed the conversion work underway at Roosevelt High School. She described the progress to date around small schools planning under the guidance of school leadership and the Senior Family of Schools Leader.

Mark Kleger-Heine also discussed some operational updates: Partnership staff will switch healthcare providers; signature stamps will be used in processing expenses; and the lease for the new office space has been signed.

Ryan Smith introduced members of school site Family Action Teams. Sherri Williams, Douglas Mesa, Claudia Flores, and Lakisha Johnson shared the impact that the family engagement activities have had on their school campuses. Thousands of families have attended various events before, during and after school.

The floor was opened for general public comment at approximately 5:42 p.m. Joyce Dillard and Cindy Cordon made comments to Board and staff. After the public comment period and there being no further business to come before the Board of Directors, the meeting was adjourned at approximately 5:45 p.m.

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Mark Kleger-Heine, Secretary