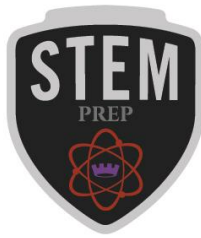


ATTACHMENT B



STEM PREP SCHOOLS, INC

3200 W ADAMS BLVD, LOS ANGELES, CA 90018 | 323.795.0695 | STEM-PREP.ORG

August 21, 2025

Via Email
marla.willmott@lausd.net

Marla Willmott, Interim Director
Charter Schools Division
Los Angeles Unified School District
333 S. Beaudry Ave., 20th Floor
Los Angeles, CA 90017

RE: Request for Material Revision of STEM Preparatory Elementary Charter Petition

Dear Director Willmott,

On behalf of STEM Preparatory Elementary (“SPES” or the “Charter School”), operated by STEM Preparatory Schools, Inc., I am writing to respectfully submit a request to materially revise the SPES charter petition in accordance with the procedures of the Los Angeles Unified School District (“District”). A Board Resolution authorizing submission of the material revision is included as Attachment A.

The **nature and scope of the change** associated with this material revision is to add an additional location to the Charter School’s facilities. SPES currently operates at 1374 W. 35th Street, Los Angeles, CA 90007 (the “Campus”). The Charter School also utilizes a facility across the street from the Campus, at 1371 W. 35th Street, Los Angeles, CA 90007 (the “Playground”) for physical education instruction, lunch, recess, assemblies, and emergency drill evacuation. SPES has utilized the Playground since 2018, when the Charter School opened, without incident or any safety concerns raised by the community.

The Charter School seeks to formalize a location that has been very successful for its community. The Playground complies with the geographic location, site limitations, and related requirements set forth in the Charter Schools Act, including Education Code Sections 47605 and 47605.1. The Playground provides needed outdoor space for students in the closest possible proximity to classrooms. The Charter School has developed and implemented rigorous protocols to ensure student and staff safety when traveling between classrooms and the Playground: students walk in a line with one adult at the front and a second adult at the rear. The group

always crosses together and always in the marked crosswalk. A third adult ensures it is safe to cross the street and stands in the crosswalk holding up a stop sign the entire time students are in the crosswalk.

The request is **educationally sound**. The Charter School has operated successfully for eight school years, with clean financial audits, strong Oversight Reports, and demonstrated academic growth year-to-year. We believe formalizing this location will allow SPES students to continue thriving, with ample room to run and eat and play. If the material revision is approved, we anticipate no change to the community served, nor any disruption to the Charter School's educational programming – though the impact to both would be immediate and severe, if the material revision is not approved. The Charter School has obtained this opportunity for a long-term solution to its facility needs. The lease agreement for the Playground is attached as Attachment B.

The **clear identification and description of each addition and change to the charter petition¹** will consist of the following (**changes highlighted in yellow**):

- Pages 10-11: General Information Table

GENERAL INFORMATION	
● The name and title of the contact person for the Charter School is:	Janette Rodriguez-Pack, CEO
● The contact address for Charter School is:	3200 W Adams Blvd. Los Angeles, CA 90018
● The contact phone number for Charter School is:	(323) 795-0695
● The current address of the Charter School is:	1374 W 35th Street Los Angeles, CA 90007 and 1371 W. 35th Street, Los Angeles, CA 90007
● This location is in LAUSD Board District:	1
● This location is in LAUSD Region:	Central
● The grade configuration of Charter School is:	TK-5
● The number of students in the first year (should align with year 1 of the rollout plan, as well as the budget) will be:	331
● The grade level(s) of the students in the first year will be:	TK-5
● <i>Charter School's scheduled first day of instruction in 2026-2027 is:</i>	August 10, 2026
The total enrollment capacity will be: (Enrollment capacity is defined as the total number of students who may be enrolled in Charter School regardless of student residency.)	370
● The type of instructional calendar (e.g., traditional/year-round, single track/multi-track, extended day/year) will be:	Traditional

¹ This cover letter reflects changes to the SPES renewal charter petition, submitted at the same time as this material revision request.

• The regular bell schedule (e.g., daily hours) for the Charter School will be:	See 1.18 Sample Daily Schedules
• The term of this Charter for Middle and High performing schools:	July 1, 2026 - June 30, 2031

- Page 11, Element 1:

STEM Prep Elementary has been serving our school community at private facilities at 1374 W. 35th Street, Los Angeles, CA 90007 and 1371 W. 35th Street, Los Angeles, CA 90007, since we opened.

In accordance with the District's procedures, enclosed as Attachment C is a budget for the 2025-26 through 2030-31 school years. This budget is the same as the one submitted with the renewal petition for the Charter School on August 21, 2025, as the cost of the Playground is already included in the lease costs in that budget.

* * *

The Charter School looks forward to working with your office to efficiently and timely process this request. Should you have any questions, please do not hesitate to contact me at ebarlow@stem-prep.org or (424) 250-0095.

Sincerely,



Eric Barlow, President and Chief Operating Officer

Enclosures