



Learning by Design Charter School  
**Board Meeting Minutes**

**Date and Time**

June 29, 2022

5:30pm

**Dial in information:**

Zoom Meeting Login: 505 661 0724

Passcode: board

Conference Line: (253) 215 8782

Meeting ID: 505 661 0724#

Participant ID: \*282404#

*The mission of Learning by Design Charter School is to create an ethically, culturally and economically diverse learning community of students, families, educators and community members who are committed to providing an equitable and exceptional learning experience for ALL of its students.*

| Topic                                  | Description                                                                                                                                                |       | Notes and Actions Taken                                                                                                                                           |
|----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>I. Opening Items</b>                | <ul style="list-style-type: none"><li>• Roll Call</li><li>• Call to Order</li></ul>                                                                        | 2 min | - See attendance below<br>- Meeting Called to order at 5:32 pm PT                                                                                                 |
| <b>II. Approval of Meeting Minutes</b> | <ul style="list-style-type: none"><li>• Board Finding (Virtual Meetings) - SB361</li><li>• <b>June 08, 2022</b> Minutes - <i>Vote to Approve</i></li></ul> | 3 min | This meeting is covered by recitation of SB 361 at the June 8th meeting. Will research what this means for the August meeting as the finding is valid for 30 days |

| Topic                                                 | Description                                                                                                                                                                                                                                                                 |        | Notes and Actions Taken                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>III. Budget, Finance, and Compliance Reporting</b> | <ul style="list-style-type: none"> <li>• Review of <b>May 2022</b> Financials - Balance Sheet, Income Statement, Cash Flow Statement - <i>Vote to Approve</i></li> <li>• CSMC Contract Renewal - <i>Vote to Approve</i></li> <li>• LCAP - <i>Vote to Approve</i></li> </ul> | 10 min | - Will close June 2022 financials around mid-July due to the extended time needed for year-end accruals and closing                                                                                                                                                                                                                                                                                                                                                      |
| <b>IV. Executive Director Updates</b>                 | <ul style="list-style-type: none"> <li>• Board Retreat</li> <li>• Bank of California - Line of Credit and Banking Services</li> </ul>                                                                                                                                       | 10 min | <p>- John Helgeson from Bank of California spoke about our opportunity to establish a line of credit with them. The finance committee will meet to discuss and advise if we need to vote on this in a special board meeting</p> <p>- Board retreat topics: 3 year vision for LbD; Strategic levers (teachers, recruitment and admissions); governing documents; board structure; board/school calendar; data review; fundraising. Save the date: Saturday August 6th</p> |
| <b>V. School Instruction and Programs Updates</b>     | <ul style="list-style-type: none"> <li>• Summer Camp</li> </ul>                                                                                                                                                                                                             | 5 min  | - Summer Camp will last 4 weeks. It's going great and have a wait list of students that want to join                                                                                                                                                                                                                                                                                                                                                                     |

| Topic                                  | Description                                                                                                                                                                                                                               |        | Notes and Actions Taken         |
|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|---------------------------------|
| <b>VI. Board Business and Projects</b> | <b>Projects to Support Coming Soon...</b> <ul style="list-style-type: none"> <li>• Fiscal Policies and Procedures</li> <li>• Employee Handbook</li> <li>• Credit Card</li> <li>• Title IX</li> <li>• Suicide Prevention Policy</li> </ul> | 15 min |                                 |
| <b>VII. Board Member Comments</b>      |                                                                                                                                                                                                                                           |        |                                 |
| <b>VIII. Public Comments</b>           |                                                                                                                                                                                                                                           |        |                                 |
| <b>IX. Adjournment</b>                 |                                                                                                                                                                                                                                           |        | Meeting adjourned at 6:45 pm PT |

| Board               | Attendance | June 8, 2022 Minute | May 2022 Financials | CSMC Contract Renewal | LCAP |  |
|---------------------|------------|---------------------|---------------------|-----------------------|------|--|
| Angela Brown        | x          | Y                   | Y                   | Y                     | Y    |  |
| Ashlye Durrell      |            |                     |                     |                       |      |  |
| Larry Jacobs        | x          | Y                   | Y                   | Y                     | Y    |  |
| Earl Turner         | x          | Y                   | Y                   | Y                     | Y    |  |
| Rasheeda Washington | x          | Y                   | Y                   | Y                     | Y    |  |

|                      |   |  |  |  |  |  |
|----------------------|---|--|--|--|--|--|
|                      |   |  |  |  |  |  |
| Charla Austin-Harris | x |  |  |  |  |  |
| Tawny Laskar         |   |  |  |  |  |  |

**All votes will be noted as follows: Y = Yes, N = No, A = Abstain**

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This legislative body conducts business under the meeting requirements of the Ralph M. Brown Act.

**MEETING AGENDA & RELATED MATERIALS**

Agendas for regular board meetings as defined by the Brown Act will be posted at the meeting site and the legislative body’s website, if applicable, 72 hours prior to the start of the meeting. Agendas for special meetings as defined by the Brown Act will be posted at the meeting site and the legislative body’s website, if applicable, 24 hours prior to the start of the meeting. Materials relating to an agenda topic that is a matter of public record in open session, will be made available for public inspection 72 hours prior to the start of the meeting, or, alternatively, when the materials are distributed to at least a majority of board members.

**THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE**

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

**REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY**

The Governing Board’s presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

**SPECIAL PRESENTATIONS MAY BE MADE**

Notice is hereby given that, consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

**REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY**

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting may request assistance by contacting Learning by Design Charter School, 7019 South Van Ness Ave., Los Angeles, CA 90047; telephone: (323) 903-5712;

<https://www.learningbydesignschools.org/home>