



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

**Date and Time**

August 17, 2020

4:15pm

**Dial in number:**

Conference Line: (978) 990-5000

Access Code: 891564

*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.*

**I. Opening Items**

- a. Roll Call:
  - i. Board Members: Kinta Gates, Nazzi Kaufman, DeShawn Wynn, Adrienne Gurley, Kweli Umoja (arrived after first two votes were taken)
  - ii. School Administration: Charla Harris
  - iii. Public: Lisa Jones
- b. Call to Order: 4:23pm

**II. Approve Revised Projected Budget for 2020-2021**

- a. Lisa and Charla provided background regarding the net outcomes.
- b. No questions from anyone on the call.
- c. Vote to approve  
    \_\_4\_\_ yes \_\_\_\_no

**III. Approve Unaudited Actuals (UAR)**

- a. Vote to Approve  
    \_\_4\_\_ yes \_\_\_\_no

**IV. Regarding Notice of Concern: Review and Approve**

- a. 5-year projected budget for 2019-2020 to 2023-2024 with Descriptions of assumptions
- b. Narrative explaining how the revised financial documents will impact instructional programs
  - i. Noted that everyone agrees that attendance is an area of opportunity.
  - ii. We've budgeted at 95% but have monitoring and programming in place to exceed this target.
- c. Board's plan for Monitoring
  - i. Also noted that cost containment remains top of mind for everyone.

- ii. KPIs have been built around that to assist with staying within the set budget parameters accordingly.
- d. Finance Committee Meeting Agenda
- e. Vote to approve  
\_\_5\_\_ yes \_\_\_\_ no

**V. Board Member Comments**

**VI. Public Comments**

**VII. Adjournment**

- a. **4:46 pm**

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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>