



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

**Date and Time**

February 13, 2023  
6:00pm

**Location:**

7019 S. Van Ness Ave., Los Angeles, CA 90047

**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
I. Opening Items	<ul style="list-style-type: none"><li>• Roll Call</li><li>• Call to Order</li></ul>	2 min	3 Board Members in attendance: Larry Jacobs, Angela Brown, and Ashlye Durrell  Meeting called to order at 6:07pm

Topic	Description		Notes and Actions Taken
<b>II. Approval of Meeting Minutes</b>	<ul style="list-style-type: none"> <li>Board Finding (Virtual Meetings) - AB361 - <i>Vote to Approve</i></li> <li><b>January 9, 2023</b> Minutes - <i>Vote to Approve</i></li> </ul>	3 min	AB361 Board Finding - <b>Approved</b> Noted that AB361 will be lifted as of Feb 28, 2023 In-person meetings will resume.  Jan 9, 2023 Minutes <b>Approved</b>
<b>III. Budget, Finance, and Compliance Reporting</b>	<ul style="list-style-type: none"> <li>Review of <b>December 2022</b> Financials - Balance Sheet, Income Statement, Cash Flow Statement - <i>Vote to Approve</i></li> <li>2022-23 Second Interim Financial Report - <i>Vote to Approve</i></li> <li>2021-22 School Accountability Report Card (SARC) - <i>Vote to Approve</i></li> <li>403(b) Adoption Agreement - <i>Vote to Approve</i></li> </ul>	15 min	December 2022 Financials - <b>Approved</b>  Second Interim Financial Report - <b>Tabled until next meeting as the report was not ready yet</b>  2021-22 School Accountability Report Card (SARC) - <b>Approved</b>  403(b) Adoption Agreement - <b>Approved</b>
<b>IV. Executive Director Updates</b>	<ul style="list-style-type: none"> <li>Executive Director's Report</li> </ul>	10 min	Reviewed and Discussed Executive Director's Report including costs, needs and negotiations taking place with the Archdiocese about facilities repairs (i.e. Electrical and Heating systems)
<b>V. School Instruction and Programs Updates</b>	<ul style="list-style-type: none"> <li>Review and Discuss School Data (NWEA &amp; IXL) - Sherri Greer</li> </ul>	15 min	Reviewed and discussed current NWEA comparative data including plan of

Topic	Description		Notes and Actions Taken
	<ul style="list-style-type: none"> <li>• Universal Pre-Kindergarten (UPK) - Shamel Riley</li> </ul>		<p>action to continue monitoring progress to support academic growth:</p> <ul style="list-style-type: none"> <li>• Fall 2022 vs. Winter 2022</li> <li>• LbD vs. National Average</li> </ul> <p>Discussed the progress of the UPK planning and preparation including community needs assessment and current outreach efforts</p>
<b>VI. Board Business and Projects</b>	<ul style="list-style-type: none"> <li>• Discussion and Approval of New Board Members - <i>Vote to Approve</i></li> <li>• Employee Handbook Amendments - <i>Vote to Approve</i> - Discussion of Amendments (PTO)</li> </ul>	15 min	<p>Reviewed and Discussed 4 new prospective Board Members - <b>Approved</b> to join Board:</p> <ul style="list-style-type: none"> <li>• Angela Burrell</li> <li>• Jamila Moore</li> <li>• Mellonise Shorter</li> <li>• Brian Butler</li> </ul> <p>Employee Handbook 2022-23 (and Amendments) - <b>Approved</b></p> <p>Tabled the discussion about PTO for further review.</p>
<b>VII. Closed Session</b>			N/A
<b>VIII. Board Member Comments</b>			N/A
<b>IX. Public Comments</b>			N/A
<b>X. Adjournment</b>			Meeting Adjourned at 7:17pm

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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>