



Learning by Design Charter School
Board Meeting Minutes

Date and Time

December 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">• Roll Call• Call to Order	2 min	Roll Call: Larry Jacobs, Brian Butler, Mellonise Shorter, Ashlye Durrell, Angela Burrell Call to Order: 6:05pm
II. Approval of Meeting Minutes	<ul style="list-style-type: none">• Board Finding (Virtual Meetings) - AB2449 - <i>Vote to Approve</i>	5 min	Board Finding: AB2449 <i>Approved</i>

Topic	Description		Notes and Actions Taken
	<ul style="list-style-type: none"> • November 29, 2023 Minutes - <i>Vote to Approve</i> 		November 29, 2023 Minutes - <i>Approved</i>
III. Budget, Finance, and Compliance Reporting	<ul style="list-style-type: none"> • November 2023 Board Report Review of November 2023 Financials - Balance Sheet, Income Statement, Cash Flow Statement - <i>Tabled to Jan. 2024</i> • 2022-23 Arts Plan • Internal Independent Financial Audit - <i>Vote to Approve</i> 	15 min	November 2023 Board Report and Financials - November Financials had not closed at the time of this meeting so this item was tabled until the January 2024 Board Meeting 2022-23 Arts Plan - Reviewed and Discussed by Board Interim Independent Financial Audit - <i>Approved</i>
IV. Executive Director Updates	N/A	0 min	N/A
V. School Instruction and Programs Updates	N/A	0 min	N/A
VI. Board Business and Projects	<ul style="list-style-type: none"> • Employee Handbook Amendments - <i>Vote to Approve</i> • Discuss Compliance Monitoring Board Certification - Due to LAUSD on Jan. 12, 2024 Update and Coming Soon: <ul style="list-style-type: none"> • Review and Discussion of 2022-23 Annual Performance-Based Oversight Visit Report 	10 min	<ul style="list-style-type: none"> • Employee Handbook Amendments - Discussed Adding/Amending: Tuition Reimbursement. Will do more research on standard Teacher Program tuition costs and other teacher development programs. • Will review appropriate Sick + vacation time packages with attorneys

Topic	Description		Notes and Actions Taken
	<ul style="list-style-type: none"> Fiscal Policies and Procedures - <i>Vote to Approve</i> 		<ul style="list-style-type: none"> Will also discuss other “redline” items in the edited Draft of the Employee Handbook with attorneys to ensure compliance <p>Discussed and Reviewed items in the Compliance Monitoring Certification</p>
VII. Closed Session	<ul style="list-style-type: none"> Bonuses 	10 min	<i>Approved</i>
VIII. Board Member Comments			
IX. Public Comments			
X. Adjournment			Meeting adjourned at 7:03pm

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>