



Learning by Design Charter School
Board Meeting Minutes

Date and Time

September 27, 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	6:03 pm Roll Call - Larry Jacobs, Brian Butler, Ashlye Durrell, Mellonise Shorter, Angela Brown
II. Approval of Meeting Minutes	<ul style="list-style-type: none">• Board Finding (Virtual Meetings) - AB2449 - <i>Vote to Approve</i>	5 min	Approved

Topic	Description		Notes and Actions Taken
	<ul style="list-style-type: none"> • Update - Attend meetings in-person • June 12, 2023 Minutes - <i>Vote to Approve</i> • June 30, 2023 Minutes - <i>Vote to Approve</i> 		<p>Noted that Learning by Design experienced a COVID outbreak on campus therefore it was suggested that Board members stay home while Board meeting was still held at the school site for the public</p> <p>June 12, 2023 Minutes Approved June 30, 2023 Minutes Approved</p>
III. Budget, Finance, and Compliance Reporting	<ul style="list-style-type: none"> • Review of June 2023 Financials - Balance Sheet, Income Statement, Cash Flow Statement - <i>Vote to Approve</i> • Review of July 2023 Financials - Balance Sheet, Income Statement, Cash Flow Statement - <i>Vote to Approve</i> • Review of August 2023 Financials - Balance Sheet, Income Statement, Cash Flow Statement - <i>Vote to Approve</i> • 2023-24 ConApp - <i>Vote to Approve</i> • 2023-24 EPA Resolution - <i>Vote to Approve</i> • 2022-23 Unaudited Actuals (UAR) - <i>Vote to Approve</i> 	20 min	<p>June 2023 Financials Reviewed, Discussed and Approved</p> <p>July 2023 Financials Reviewed, Discussed and Approved</p> <p>August 2023 Financials Reviewed, Discussed and Approved</p> <p>2023-24 ConApp Reviewed, Discussed and Approved</p> <p>2023-24 EPA Resolution Reviewed, Discussed and Approved</p> <p>2022-23 Unaudited Actuals (UAR) Reviewed, Discussed and Approved</p>

Topic	Description		Notes and Actions Taken
IV. Executive Director Updates	<ul style="list-style-type: none"> • Executive Director’s Report • Williams Inspection Report - Notice of Sufficiency 	15 min	<p>Discussed various school updates including facility upgrades, Instructional updates and assessment data reports coming, Costa Rica trip, Back to School Night outcomes, School-wide Healthy Food Initiative, Garden Program. Board members suggested other Healthy Food Initiative options such as access to SNAP, Healthy Food snack demos</p> <p>Received a Notice of Sufficiency for our 2nd year of the Williams Instructional Audit.</p>
V. School Instruction and Programs Updates	<ul style="list-style-type: none"> • Universal Pre-Kindergarten (UPK) 	5 min	UPK currently has 14 students enrolled.
VI. Board Business and Projects	<ul style="list-style-type: none"> • Credit Card - <i>Vote to Approve</i> • Local School Wellness Policy - <i>Vote to Approve</i> • Employee Handbook Amendments <ul style="list-style-type: none"> - PTO - <i>Vote to Approve</i> - Tuition Reimbursement Policy- <i>Vote to Approve</i> To Review & Prepare to Vote if needed at Next Board Meeting: 	15 min	<p>Approved to apply for School Credit card</p> <p>LSWP - tabled to next meeting</p> <p>Employee Handbook Amendments tabled pending advice from Attorney for structuring PTO</p>

Topic	Description		Notes and Actions Taken
	<ul style="list-style-type: none"> • Review and Discussion of Annual Performance-Based Oversight Visit Report • Uniform Complaint Procedure (UCP) • Title IX - Adoption of Grievance Procedures • Charter School Transparency Resolution • Keeping Parents Informed: Learning by Design Transparency Resolution • 2023-24 School Safety Plan • 2023-2024 Parent-Student Handbook • NWEA and Dibels Update 		
VII. Closed Session		0 min	
VIII. Board Member Comments			
IX. Public Comments			
X. Adjournment			7:01 pm

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>