



Learning by Design Charter School
Board Meeting Minutes

Date and Time

January 31, 2024
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	3 min	- Roll Call - Board Members in attendance: Ashlye Durrell, Brian Butler, Mellonise Shorter, and Angela Brown -Call to Order - 6:08pm

Topic	Description		Notes and Actions Taken
II. Approval of Meeting Minutes	<ul style="list-style-type: none"> • Board Finding (Virtual Meetings) - AB2449 - <i>Vote to Approve</i> • December 13, 2023 Minutes - <i>Vote to Approve</i> 	2 min	-AB2449 - Approved -December 13, 2023 Minutes - Approved
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>Vote to Approve</i> • December 2023 Board Report Review of December 2023 Financials - Balance Sheet, Income Statement, Cash Flow Statement - <i>Vote to Approve</i> • 2023-24 Budget Revision - <i>Vote to Approve</i> • 2022-23 Arts Plan - <i>Vote to Approve</i> 	10 min	-November 2023 Board Report and Financials - Discussed, Reviewed and Approved -December 2023 Board Report and Financials - Discussed, Reviewed and Approved -2023-24 Budget Revision - Discussed, Reviewed, and Approved -2022-23 Arts Plan - Approved
IV. Executive Director Updates	<ul style="list-style-type: none"> • Executive Director's Report 	5 min	-Discussed and Reviewed Executive Director's Report
V. School Instruction and Programs Updates	<ul style="list-style-type: none"> • Overview of Current Instructional Data (NWEA + Dibels) • Attendance Overview and Discussion 	10 min	-Reviewed Current Instructional Dashboard data and the DFS as compared to the state. Discussed growth/ improvement seen in the current year and strategies the school is engaged in to continue to see growth and improvement in the scores. Will review the NWEA and

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			<p>Dibels mid-year growth data at the next Board meeting.</p> <p>-Reviewed last year's Dashboard Attendance - ADA of 1.6% which is considered very low compared to state at 30%. Reviewed current internal Attendance - ADA percentage rate and discussed plans and strategies to address and improve Attendance - ADA for this year. Enrollment has increased significantly this year as well.</p>
VI. Board Business and Projects	<ul style="list-style-type: none"> • Employee Handbook Amendments - Updates and Review • Compliance Monitoring and Certification of Board Compliance Review - <i>Vote to Approve</i> • Review and Discussion of 2022-23 Annual Performance-Based Oversight Visit Report • Fiscal Policies and Procedures - <i>Vote to Approve</i> • School Accountability Report Card (SARC) Overview and Discussion - <i>Vote to Approve</i> • LbD Website - Board Member Bios and Picture 	30 min	<p>-Discussed attorneys suggested Employee Handbook amendments for Tuition Reimbursement and PTO. Board shared their feedback and will incorporate this into the next draft to be voted on/Approved by the Board.</p> <p>-Compliance Monitoring and Certification of Board Compliance Review - Approved</p> <p>-Executive Director provided a presentation overview of 2023-24 Oversight results. The team discussed the scores and feedback for improvement. We discussed what and how the school is incorporating the</p>

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	<p>Update and Coming Soon:</p> <ul style="list-style-type: none"> • Mid-Year LCAP Review 		<p>feedback from the Oversight Report. Board asked questions and provided additional suggestions for continued improvement. Board will continue to monitor the school's activities towards improvement via visits and regular check-ins.</p> <p>-Fiscal Policies and Procedures - Reviewed and Approved</p> <p>-School Accountability Report Card (SARC) - Reviewed and Discussed Approved</p> <p>-Board Members agreed to submit current photos and bios for the website</p> <p>-Reminded everyone to review the current LCAP in preparation for the Mid-Year LCAP review at the next Board Meeting, February 2023.</p>
VII. Closed Session	N/A	0 min	N/A
VIII. Board Member Comments			
IX. Public Comments			
X. Adjournment			Meeting Adjourned - 7:20pm

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>