



MINUTES FOR A MEETING OF THE BOARD OF DIRECTORS OF SCHOOLS IN ACTION
REGULAR MEETING
12.07.24- 9:30 AM

Central Meeting Location: Arts in Action Community Middle School 745 South Kern Ave, Los Angeles, CA, 90022	Ability To Attend From: Arts in Action Community Charter School 5115 Via Corona Street, Los Angeles, CA, 90022
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Attend virtually through the Zoom link below:

[Join Zoom Meeting](#)

ID: 89242353337

Passcode: 618868

Board members present:

Raul Alarcon

Catherine Belcher

Deborah Bronner

Rachel Gibbs

Ronae Harrison (arrived at 9:53am)

Meeting called to order at: 9:35am by Raul Alarcon.

OPEN SESSION

- 1. Public Comment.**
 - a. No public comment.
- 2. Announcements from Board Members or Board Committees.**
 - a. No announcements.
- 3. Election or Re-Election of Board Members:** The school board reviewed and considered the election of new board members and/or the renewal of current board members' terms.
 - a. Deborah Bronner made a motion to re-elect Rachel Gibbs and Catherine Belcher to the school board, Raul Alarcon seconded.
 - b. 4 ayes, 0 nays. Motion passed.
- 4. Election or Re-Election of Board Secretary:** The school board reviewed and considered the election of the position of Board Secretary.
 - a. Deborah Bronner made a motion to re-elect Rachel Gibbs as the Board Secretary, Catherine Belcher seconded.
 - b. 4 ayes, 0 nays. Motion passed.

5. Minutes from Past Meetings.

- a. The minutes from the 9.28.24 board meeting were presented for review and consideration by the school board.
- b. Rachel Gibbs made a motion to approve the minutes as presented, Catherine Belcher seconded.
- c. 4 ayes, 0 nays. Motion passed.

6. First Interim Financial Reports. Charter Impact and the Executive Director presented the first interim financial reports for review and consideration by the school board.

- a. Catherine Belcher made a motion to approve the financials as presented, Deborah Bronner seconded.
- b. 5 ayes, 0 nays. Motion passed.

7. Independent Fiscal Audit Report. The school board reviewed and considered the Independent Fiscal Audit Report for the fiscal year ending in June 2024.

- a. Deborah Bronner made a motion to approve and accept the Independent Fiscal Audit Report, Ronae Harrison seconded.
- b. 5 ayes, 0 nays. Motion passed

8. Selection of Independent Fiscal Auditor. The school board reviewed and considered the selection Clifton Larsen Allen as the Independent Fiscal Auditor for the fiscal year ending in June 2025.

- a. Deborah Bronner made a motion to accept Clifton Larson Allen as our independent auditor through end of fiscal year 2025, Catherine Belcher seconded.
- b. 5 ayes, 0 nays. Motion passed.

9. Consideration of Fiscal and Procurement Policies and Procedures. The Executive Director presented updated Fiscal and Procurement Policies and Procedures for review and consideration by the board.

- a. Ronae Harrison made a motion to approve the updates to the Fiscal and Procurement Policies and Procedures, Rachel Gibbs seconded.
- b. 5 ayes, 0 nays. Motion passed.

10. Compliance Monitoring Process. The school board reviewed and considered the LAUSD Compliance Monitoring Review outcome.

- a. Ronae Harrison made a motion to approve the outcome of the LAUSD Compliance Monitoring Review, Catherine Belcher seconded.
- b. 5 ayes, 0 nays. Motion passed.

11. Health Care Enrollment Plan & Employee Contributions. The school board reviewed and considered the Health Care Enrollment Plan and Proposed Employee Contributions.

- a. Ronae Harrison made a motion to approve the Health Care Enrollment Plan, Deborah Bronner seconded.
- b. 5 ayes, 0 nays. Motion passed.

12. Contract Revisions for Vended Meal Contracts. The Executive Director proposed revisions for the following School Food Authority Vended Meal Contracts:

- a. **Meal Vendor/Provider:** Top Notch Catering
 - i. **Schools/Partners:**
 - 1. Stella/Rise Vended Meals Contract
 - 2. Valor Vended Meals Contract
 - 3. LA Sites Vended Meals Contract
 - 4. Allegiance Chino Hills Vended Meals Contract

5. Highland Academy Charter Schools Vended
 6. MSA San Diego Vended Meals Contract
 7. CACFP Vended Meal Contract
 - b. **Meal Vendor/Provider:** Fontana Unified School District
 - i. **Schools/Partners:**
 1. Allegiance Fontana FUSD Vended Meals Contract
 - c. Ronae Harrison made a motion to approve the contract revisions for vended meal contracts, Deborah Bronner seconded.
 - d. 5 ayes, 0 nays. Motion passed.
- 13. Due Process and Grievance Procedures.** The Executive Director presented the Due Process and Grievance Procedures for review and consideration by the school board.
- a. Student Discipline Policy & Due Process Procedures
 - b. Employee Discipline Policy & Due Process Procedures
 - c. Stakeholder Complaint Procedures (outside of the regulatory scope of UCP)
 - d. Uniform Complaint Procedures
 - e. Title IX Policy and Procedures
 - f. Ronae Harrison made a motion to approve the Due Process and Grievance Procedures, Catherine Belcher seconded.
 - g. 5 ayes, 0 nays. Motion passed.
- 14. Annual Review of Board Policies.** The Executive Director presented the following board policies for review and consideration by the school board.
- a. **Conflict of Interest Policy**
 - b. **By-Laws**
 - c. **Articles of Incorporation**
 - d. Ronae Harrison made a motion to approve the periodic review of the board policies, Rachel Gibbs seconded.
 - e. 5 ayes, 0 nays. Motion passed.
- 15. Consent Agenda.** The school board reviewed and considered the following:
- a. **Administrators' Report and Planned Next Steps**
 - i. Current and upcoming school events
 - ii. Programmatic and department plans & updates
 - iii. Schoolwide Assessment Data Updates and Goal Setting (i-Ready middle of the year math and ELA data, attendance, suspension, ELPAC)
 - iv. Enrollment and recruitment plans & updates
 - v. Staff, student and family survey results, updates & next steps
 - vi. Elementary School Traffic Safety Updates
 - vii. Strategic Planning plans & updates
 - viii. Additional Targeted Support and Improvement (ATSI) and Comprehensive Support and Improvement (CSI) Updates
 - ix. Arts in Action Community Middle School LAUSD Conditional Renewal Updates
 - x. Current and prospective grant plans & updates
 - xi. Audit Updates and Proposed Next Steps: USDA CDE Meal Program Audit, Williams Act Audit
 - xii. Employee Retention Credit (ERC) updates
 - xiii. School Site Council plans, updates & recommendations
 - xiv. English Language Learner Committee plans & recommendations
 - xv. Local Control Accountability Plan updates & stakeholder recommendations (including SSC, ELAC, UPC input)

- xvi. School Plan for Student Achievement (SPSA) updates & stakeholder recommendations (including SSC, ELAC, UPC input)
- xvii. Staffing Compliance and Monitoring Updates for Credentialing, Clearance, & Training
- xviii. Staffing Evaluation updates
- xix. Staffing General updates (Open Positions, Transitions)
- xx. Recess Policy review & updates
- xxi. Board Member Responsive and Accountability Leadership and Training Opportunities including:
 - 1. Fiscal Accountability and Governance Training
 - 2. Brown Act Training
 - 3. Leadership Training
 - 4. Data Training
- b. Deborah Bronner made a motion to approve the consent agenda, Ronae Harrison seconded.
- c. 5 ayes, 0 nays. Motion passed.

- 16. Mid-Year Local Control Accountability Plan Update.** The Executive Director and school leadership presented the Mid-Year LCAP updates for review and consideration by the school board, including the following:
- a. All available midyear outcome data related to metrics identified in the current year's local control and accountability plan.
 - b. All available midyear expenditure and implementation data on all actions identified in the current year's local control and accountability plan.
 - c. Catherine Belcher made a motion to approve the LCAP update, Ronae Harrison seconded.
 - d. 5 ayes, 0 nays. Motion passed.
- 17. Expanded Learning Opportunities Plan.** The Executive Director presented the ELO-P plan for review and consideration by the school board.
- a. Ronae Harrison made a motion to accept the ELO-P plan as presented, Catherine Belcher seconded.
 - b. 5 ayes, 0 nays. Motion passed.
- 18. School Accountability Report Card.** The Executive Director presented the annual SARC reports prior to publication for review and consideration by the school board.
- a. Deborah Bronner made a motion to approve the SARC as presented, Ronae Harrison seconded.
 - b. 5 ayes, 0 nays. Motion passed.
- 19. Adjournment.**
- a. Meeting adjourned at 11:44am.

Requests for disability-related modifications or accommodations should be made 24 hours before the meeting at the schools' main offices or by calling (323) 266-4371. Individuals wishing to speak at a Board meeting must sign up at the meeting. There will be no sign-ups before the meeting. Speakers must sign up before the item is acted upon by the Board. Speakers should plan to arrive early as items with no speakers may be acted on at the beginning of the meeting. Board meeting materials can be requested and made available for public inspection during the board meeting and are accessible on the school website or by visiting the elementary or middle school main office or by emailing jessicab@artsinactioncharter.org.