



Invictus Leadership Academy Charter School **Board Meeting Minutes**

Date: August 23rd, 2023 Start Time: 6:30 PM
Location: 4928 S Western Ave, Los Angeles, CA 90062

- I. **Call to Order** – at 6:40 PM
- II. **Roll Call** – present were Sison-Derbigny, Dragon, and Ruiz
- III. **Approval of Agenda** (Action) motion to approve by Ruiz, 2nd by Sison-Derbigny and unanimously approved
- IV. **Approval of Minutes** (Action)- motion by Sison-Derbigny 2nd by Ruiz and unanimously approved
- V. **PUBLIC COMMENT (AGENDA AND NON-AGENDA ITEMS)**

Members of the public will be given the opportunity to address the Board during the meeting. Individual speakers shall have three (3) minutes to present and total public comment time shall not exceed 15 minutes. - None

- VI. **Items for Discussion and Action**
 - a. The Board will review and possibly approve Monthly Financial Reports, specifically May and June (Discussion and Action) – motion to approve May pending June report being ready for the September meeting was made by Sison-Derbigny and 2nd by Ruiz, then unanimously approved
 - b. The Board will receive an update on recruitment, enrollment, and attendance of students. (Discussion)- information about current enrollment and attendance data was shared with the board, including the revised recruitment efforts via social media which resulting in growth.
 - c. The Board will receive an update on staffing and the Organizational Chart for the 2023-24 academic year. (Discussion) – reviewed updated organizational chart with names provided in all positions and discussed the STSP teachers and the subs placed in classes without fully credentialed teachers. Discussion also included the hiring of three staff that are completing teacher credentialing coursework but working as aides in classes to get trained to take over new and current openings if teacher hiring efforts are not successful.
 - d. The Board will review and possibly approve a Declaration of Need for unfilled teacher positions (Discussion and Action)- discussed the number of staff completing credentialing classes and the in-house training taking place while teacher recruitment efforts continue. Motion to approve was made by Ruiz, 2nd by Sison -Derbigny, then unanimously approved
 - e. The Board will review and possibly approve Local Assignment Options – Sison-Derbigny made motion to approve, 2nd by Ruiz and then unanimously approved after discussion of under what circumstances Invictus would need to use the option. Board was informed that this would be for an emergency only, as a back-up, not a plan for regular instruction.
 - f. The Board will discuss and possibly add members: Cheryl Trinidad (October meeting) and Lydia Friend(currently) to the Board (Discussion and Action) Motion to approve the addition of Lydia Friend to the board was made by Ruiz, 2nd by Sison-Derbigny, and then unanimously approved for Ms. Friend to become a part of the board starting in September.
 - g. The Board will review and potentially revise ILA Strategic Actions Document (Discussion and Action) – The board discussed and directed that the document be updated wint the completed

actions and add the action years to the document

- h. The Board will review and possibly approve Student Handbook, Staff Handbook, and Safety Plan revisions (Discussion and Action) – The board asked that in the future a one page description of the changes made between years be included with these large documents . The board also asked if there are legal updates that take place during the year which might necessitate an update to the Handbooks, and how that would be accomplished. The board also asked how often Invictus is notified of legal changes that require adjustments to the handbook. Staff will check with legal for update frequencies beyond the annual notices schools receive and report this information at a future board meeting. Motion to approve all three documents was made by Ruiz, 2nd by Sison-Derbigny and then unanimously approved by the board.
- i. The Board will discuss and possibly revise the 2023-24 Academic Calendar 175 Instructional Days, and Expanded Learning Days 193 scheduled, remainder TBD via parental input (Discussion and Action) – The board discussed the replacement of one school day to for the day lost due to the inclement weather on August 21st, so that the core school calendar would continue to have 175 instructional days. Expanded learning days will be determined by parental input. Motion to approve was made by Ruiz, 2nd by Sison-Derbigny and then unanimously approved
- j. The Board will discuss board retreat dates and activities (Discussion)- The board discussed wanting to wait until Ms. Chein rejoined next month along with Ms. Friend.
- k. The Board will discuss and possibly approve a Resolution to Borrow (Discussion and Action). The board discussed the need for a school credit card and asked who would be using the card, whose name the card would be in, the situations that the card could be used in, and why the school needs a credit card in it's own name. Motion to approve was made by Ruiz, 2nd by Sison-Derbigny, and then unanimously approved by the board
- l. The Board will review any LAUSD communications received and/or upcoming submission deadlines (Discussion)- the board discussed the Insurance Communications from CSD and Invictus meeting those requirements. The board also asked how much time had elapsed between staff becoming aware of LAUSD's revised insurance requirements and actions being taken.

VII. Items for Closed Session

- a. The Board will discuss the Executive Director's Employment Contract (Discussion and Action)

VIII. Recess into Closed Session

IX. Reconvene to Open Session

Report on actions taken.- None taken and item will be moved to the next board meeting.

X. Board Member Comments/Announcements/Report

- a. Establish future board items -None

XI. Adjournment – at 7:44 PM

If you have a disability and require a reasonable accommodation to fully participate in this event, please contact Precious Mitchell at least 24hrs before this meeting date via email: p.mitchell@invictusla.com or telephone: 323-792-4403 to discuss your accessibility needs