

# Academy of Media Arts

## Minutes

### Special January Board Meeting

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#### **Date and Time**

Wednesday January 11, 2023 at 5:30 PM

#### **Location**

Join Zoom Meeting

<https://us02web.zoom.us/j/8524934928>

Meeting ID: 852 493 4928

Passcode: dTYT57

One tap mobile

+16694449171,,8524934928# US

+16699006833,,8524934928# US (San Jose)

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#### **Directors Present**

A. Tijani (remote), C. Staebell (remote), C. Young (remote), J. White (remote), L. Ballton (remote)

#### **Directors Absent**

*None*

#### **Directors who left before the meeting adjourned**

L. Ballton

#### **Ex Officio Members Present**

D. Hammond (remote)

#### **Non Voting Members Present**

D. Hammond (remote)

#### **Guests Present**

S. Andres-Brown, W. Wallace (remote)

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

J. White called a meeting of the board of directors of Academy of Media Arts to order on Wednesday Jan 11, 2023 at 5:33 PM.

### C. Remote Meeting Resolution

Seeing no objections, the board unanimously approved meeting remotely on January 24. Ms. Young will not be able to attend.

### D. Public Comment

No public comment was offered.

### E. Approve Minutes

C. Young made a motion to approve the minutes from December Board Meeting on 12-13-22.

C. Staebell seconded the motion.

The board discussed that the minutes were accurate, and that the full November financials would be further reviewed at this meeting.

The board **VOTED** unanimously to approve the motion.

#### Roll Call

J. White Aye

C. Staebell Aye

A. Tijani Aye

C. Young Aye

L. Ballton Aye

### F. Revision to November Minutes

## II. Governance

### A. Board Certification of Compliance Monitoring

L. Ballton made a motion to approve the board certification of compliance monitoring.

C. Young seconded the motion.

Mr. Hammond reviewed the document and reminded the board of the review that was completed in September during the administrator certification. He updated the Board on current teacher credential applications, including waivers for specific staff members as needed. Mr. Hammond briefly went through each item and explained the parameters and how AMA is currently addressing each item, including how AMA is serving English Learners, including restorative justice in its approach, etc.

Ms. Young inquired whether any items were still in progress in advance of the oversight visit. Mr. Hammond shared that the website was still in the process of being updated. Ms. Young also further clarified that today's review served as the board compliance review (the administrator review was conducted in the fall). The board then had Mr. Hammond go item by item and certify that each was complete.

Mr. Hammond noted that some items (like the school's fax number) have been requested by CSD and provided multiple times, but that the school responds each time it is requested. He also noted again that the website is in the process of being updated; Ms. Young recommended that he assign this task to a student (or tech-savvy staff member) and indicated her willingness to support as appropriate.

As the board discussed the various items in January, it was noted that this is a particularly packed and demanding month for the school due to the end of the semester, Exhibition of Learning, LAUSD oversight visit, and work on the material revision.

There was discussion of item 22 which did not appear to be checked in the admin review but was determined to be an oversight, as the board had previously reviewed and approved this item. The CEO and Board committed to ensure any necessary website updates were complete no later than 1/13.

The CEO shared that some courses would be updated in UC Doorways, but that the school has been assured that all courses will be considered valid for A-G. Those updates will be made when the submission window opens in February.

There was extensive discussion of the process for making complaints and the opportunities that AMA affords them; however, sometimes complaints are made to the district directly before being given the opportunity to be addressed by AMA. The board **VOTED** unanimously to approve the motion.

**Roll Call**

C. Staebell Aye  
L. Ballton Aye  
J. White Aye  
A. Tijani Aye  
C. Young Aye

**III. Finance**

**A. Discussion, Review and Approval of 21-22 Audit**

The final document was not yet available, but Walter Wallace shared information from his review of the draft audit and confirmed that there were no changes to the financial statements and that there were no findings and that there was a good opinion. The school is officially in the positive net assets category! Mr. Wallace has requested an update on the final copy and has not heard back, but anticipates it being available by the February board meeting. These delays are occurring across a number of schools due to the delayed submissions from last year and understaffing of audit firms. It is Mr. Wallace's understanding that everything was submitted on time by 12/15, as he was not informed about any request for a delay.

The Board requested that the auditor report directly to the board in the January or February board meeting.

**B. November Financials**

L. Ballton left.  
C. Staebell made a motion to approve the November financial reports.  
C. Young seconded the motion.

We are still waiting for funding to catch up to our full enrollment this year; we are still short funding for about 16 students, but will get fully caught up in February and the state adjusts our YTD funding. Mr. Wallace plans to bring a budget update to

the January board meeting. Mr. Hammond added that the school has also received a grant of \$100k from the AMA Foundation in December. The board **VOTED** unanimously to approve the motion.

**Roll Call**

C. Young Aye  
L. Ballton Absent  
J. White Aye  
C. Staebell Aye  
A. Tijani Aye

**IV. CEO Support And Eval**

**A. Closed Session: Employee Performance Evaluation - CEO**

The board entered closed session for this discussion. No action was taken.

**V. Closing Items**

**A. Adjourn Meeting**

C. Young made a motion to adjourn.

A. Tijani seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,  
S. Andres-Brown