

**MINUTES OF A MEETING OF  
THE BOARD OF DIRECTORS OF  
THE LOS ANGELES LEADERSHIP ACADEMY**

**Tuesday, July 26, 2022**

The following members of the Board of Directors (the “Board”) of The Los Angeles Leadership Academy (the “Academy”), pursuant to notice duly given or waived, attended the meeting at 2670 Griffin Avenue, Los Angeles, California, and constituted a quorum for the transaction of business in accordance with the California Nonprofit Public Benefit Corporation Law and the bylaws of the Academy:

David Nickoll  
Mona Field  
Rick Rosen  
Justin Brimmer  
Christian Sarabia  
Austin Lee

The following members of the Board were absent from the meeting:

Elizabeth Perez-LoPresti  
Diane Prins-Sheldahl

Also in attendance at the invitation of the Board were: (i) Arina Goldring-Ravin, Chief Executive Officer; (ii) Marina Pilyavskaya, Director of Finance; (iii) Elsa Oachoa, Assistant High School Principal; (iv) Nereida Lopez, Primary School Principal; (v) William Lesik, Sparks Academic Center Representative; and (vi) Lorig Koujakian, Secretary.

The meeting was called to order by Mr. Nickoll at approximately 4:05 p.m. Pacific time. Ms. Koujakian acted as secretary for purposes of the meeting.

***Introductory Remarks***

Mr. Nickoll began the meeting by describing the Board’s open communications procedures to the members of the public in attendance. Mr. Nickoll noted that members of the public who wish to address the Board may do so by indicating on the comment cards made available at the meeting whether they intend to address either (i) a specific agenda item, which comments would be heard at the time the Board addresses such item, or (ii) a non-agenda item, which comments would be heard during the period reserved for open communications. Mr. Nickoll also noted that addresses by members of the public on any item would be limited to two minutes.

***Open Communications***

Mr. Nickoll invited members of the public in attendance to address the Board on non-agenda items.

### ***Approval of Minutes***

Mr. Nickoll made a presentation regarding the minutes of the meetings of the Board held on June 21, 2022 and June 27, 2022 (collectively, the “Minutes”). The Minutes were approved as read.

### ***Approval to Elect Mona Field as Vice Chairman of the Board of Directors***

Following discussion, upon motion duly made and seconded, the Board unanimously approved and adopted the resolutions attached hereto as Exhibit A.

In Favor (6): J. Brimmer, D. Nickoll, M. Field, R. Rosen, A. Lee, C. Sarabia  
Opposed (0): None.  
Abstentions (0): None

### ***Approval of Sparks Academic Center Service Agreement for Tutoring Services for LA Leadership Primary Academy and LA Leadership Academy (6th-8th grade)***

Copies of the Sparks Academic Center Service Agreement for Tutoring Services for LA Leadership Primary Academy and LA Leadership Academy were distributed to the Board prior to the meeting. Following discussion, upon motion duly made and seconded, the Board unanimously approved and adopted the resolutions attached hereto as Exhibit B.

In Favor (6): J. Brimmer, D. Nickoll, M. Field, R. Rosen, A. Lee, C. Sarabia  
Opposed (0): None.  
Abstentions (0): None

### ***Approval of Insurance Package (Property and Auto), General Liability, Educators Legal Liability Policy***

Copies of the Insurance package were distributed to the Board prior to the meeting. Following discussion, upon motion duly made and seconded, the Board unanimously approved and adopted the resolutions attached hereto as Exhibit C.

In Favor (6): J. Brimmer, D. Nickoll, M. Field, R. Rosen, A. Lee, C. Sarabia  
Opposed (0): None.  
Abstentions (0): None

### ***Approval of Cyber Liability Policy***

Copies of the Cyber Liability Package were distributed to the Board prior to the meeting. Following discussion, upon motion duly made and seconded, the Board unanimously approved and adopted the resolutions attached hereto as Exhibit D.

In Favor (6): J. Brimmer, D. Nickoll, M. Field, R. Rosen, A. Lee, C. Sarabia  
Opposed (0): None.

Abstentions (0): None

***Approval of Commercial Crime Policy***

Copies of the Commercial Policy were distributed to the Board prior to the meeting. Following discussion, upon motion duly made and seconded, the Board unanimously approved and adopted the resolutions attached hereto as Exhibit E.

In Favor (6): J. Brimmer, D. Nickoll, M. Field, R. Rosen, A. Lee, C. Sarabia

Opposed (0): None.

Abstentions (0): None

***Approval of Security Risk Management Policy***

Copies of the Security Risk Management Policy were distributed to the Board prior to the meeting. Following discussion, upon motion duly made and seconded, the Board unanimously approved and adopted the resolutions attached hereto as Exhibit F.

In Favor (6): J. Brimmer, D. Nickoll, M. Field, R. Rosen, A. Lee, C. Sarabia

Opposed (0): None.

Abstentions (0): None

***Approval of Student Accident Base and Student Accident Catastrophic Policy***

Copies of the Student Accident Base and Student Accident Catastrophic Policy were distributed to the Board prior to the meeting. Following discussion, upon motion duly made and seconded, the Board unanimously approved and adopted the resolutions attached hereto as Exhibit G.

In Favor (6): J. Brimmer, D. Nickoll, M. Field, R. Rosen, A. Lee, C. Sarabia

Opposed (0): None.

Abstentions (0): None

***Approval of Workers Compensation Policy***

Copies of the Workers Compensation Policy were distributed to the Board prior to the meeting. Following discussion, upon motion duly made and seconded, the Board unanimously approved and adopted the resolutions attached hereto as Exhibit H.

In Favor (6): J. Brimmer, D. Nickoll, M. Field, R. Rosen, A. Lee, C. Sarabia

Opposed (0): None.

Abstentions (0): None

***Approval of Security Guard Agreement***

Copies of the Security Guard Agreement were distributed to the Board prior to the meeting. Following discussion, upon motion duly made and seconded, the Board unanimously approved and adopted the resolutions attached hereto as Exhibit I.

In Favor (6): J. Brimmer, D. Nickoll, M. Field, R. Rosen, A. Lee, C. Sarabia

Opposed (0): None.  
Abstentions (0): None

***Approval of Revised Employee Handbook***

Copies of the Revised Employee Handbook were distributed to the Board prior to the meeting. Ms. Goldring-Ravin made a presentation regarding the changes that were made. The Board asked questions and engaged in discussion during and following the presentation. Following discussion, upon motion duly made and seconded, the Board unanimously approved and adopted the resolutions attached hereto as Exhibit J.

In Favor (6): J. Brimmer, D. Nickoll, M. Field, R. Rosen, A. Lee, C. Sarabia  
Opposed (0): None.  
Abstentions (0): None

***Approval of Resolution to continue conducting Board Meetings via zoom***

Following discussion, upon motion duly made and seconded, the Board unanimously approved and adopted the resolutions attached hereto as Exhibit K.

In Favor (6): J. Brimmer, D. Nickoll, M. Field, R. Rosen, A. Lee, C. Sarabia  
Opposed (0): None.  
Abstentions (0): None

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There being no further business to come before it, the meeting was, upon motion duly made and seconded, adjourned at approximately 4:40 p.m. Pacific time.

Respectfully submitted,

*Lorig Koujakian*

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Lorig Koujakian  
Secretary of the Meeting

Approved:

*David Nickoll*

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David Nickoll  
Chairman of the Meeting

**EXHIBIT A**

**Approval to Elect Mona Field as Vice Chairman of the Board of Directors**

**WHEREAS**, the Board has been presented with and reviewed the Election of Mona Field as Vice Chairman of the Board of Directors ; and

**WHEREAS**, the Board deems it advisable and in the best interests of the Academy to approve and adopt the Election of Mona Field as Vice Chairman of the Board of Directors.

**NOW, THEREFORE, BE IT RESOLVED**, that the Election of Mona Field as Vice Chairman of the Board of Directors be, and hereby is, approved and adopted, with such changes, additions, deletions, amendments or modifications as any of the Officers deem necessary, proper or advisable.



## **EXHIBIT B**

### **Approval of Approve Sparks Academic Center Service Agreement for Tutoring Services for LA Leadership Primary Academy and LA Leadership Academy (6th-8th grade)**

**WHEREAS**, the Board has been presented with and reviewed the Sparks Academic Center Service Agreement for Tutoring Services for LA Leadership Primary Academy and LA Leadership Academy (6th-8th grade); and

**WHEREAS**, the Board deems it advisable and in the best interests of the Academy to approve and adopt the Sparks Academic Center Service Agreement for Tutoring Services for LA Leadership Primary Academy and LA Leadership Academy (6th-8th grade).

**NOW, THEREFORE, BE IT RESOLVED**, that the Sparks Academic Center Service Agreement for Tutoring Services for LA Leadership Primary Academy and LA Leadership Academy (6th-8th grade) be, and hereby is, approved and adopted, with such changes, additions, deletions, amendments or modifications as any of the Officers deem necessary, proper or advisable.

## EXHIBIT C

### **Approval of Insurance Package (Property and Auto), General Liability, Educators Legal Liability Policy**

**WHEREAS**, the Board has been presented with and reviewed the Insurance Package (Property and Auto), General Liability, Educators Legal Liability Policy; and

**WHEREAS**, the Board deems it advisable and in the best interests of the Academy to approve and adopt the Insurance Package (Property and Auto), General Liability, Educators Legal Liability Policy.

**NOW, THEREFORE, BE IT RESOLVED**, that the Insurance Package (Property and Auto), General Liability, Educators Legal Liability Policy be, and hereby is, approved and adopted, with such changes, additions, deletions, amendments or modifications as any of the Officers deem necessary, proper or advisable.





## **EXHIBIT D**

### **Approval of Cyber Liability Policy**

**WHEREAS**, the Board has been presented with and reviewed the Cyber Liability Policy ;  
and

**WHEREAS**, the Board deems it advisable and in the best interests of the Academy to  
approve and adopt the Cyber Liability Policy .

**NOW, THEREFORE, BE IT RESOLVED**, that the Cyber Liability Policy, and hereby is,  
approved and adopted, with such changes, additions, deletions, amendments or modifications as  
any of the Officers deem necessary, proper or advisable.

**EXHIBIT E**

**Approval of Commercial Crime Policy**

**WHEREAS**, the Board has been presented with and reviewed the Commercial Crime Policy; and

**WHEREAS**, the Board deems it advisable and in the best interests of the Academy to approve and adopt the Commercial Crime Policy.

**NOW, THEREFORE, BE IT RESOLVED**, that the Commercial Crime Policy be, and hereby is, approved and adopted, with such changes, additions, deletions, amendments or modifications as any of the Officers deem necessary, proper or advisable.

**EXHIBIT F**

**Approval of Security Risk Management Policy**

**WHEREAS**, the Board has been presented with and reviewed the Security Risk Management Policy; and

**WHEREAS**, the Board deems it advisable and in the best interests of the Academy to approve and adopt the Security Risk Management Policy.

**NOW, THEREFORE, BE IT RESOLVED**, that the Security Risk Management Policy be, and hereby is, approved and adopted, with such changes, additions, deletions, amendments or modifications as any of the Officers deem necessary, proper or advisable.

## **EXHIBIT G**

### **Approval of Student Accident Base and Student Accident Catastrophic Policy**

**WHEREAS**, the Board has been presented with and reviewed the Student Accident Base and Student Accident Catastrophic Policy; and

**WHEREAS**, the Board deems it advisable and in the best interests of the Academy to approve and adopt the Student Accident Base and Student Accident Catastrophic Policy .

**NOW, THEREFORE, BE IT RESOLVED**, that the Student Accident Base and Student Accident Catastrophic Policy be, and hereby is, approved and adopted, with such changes, additions, deletions, amendments or modifications as any of the Officers deem necessary, proper or advisable.

## **EXHIBIT H**

### **Approval of Workers Compensation Policy**

**WHEREAS**, the Board has been presented with and reviewed the Workers Compensation Policy; and

**WHEREAS**, the Board deems it advisable and in the best interests of the Academy to approve and adopt the Workers Compensation Policy .

**NOW, THEREFORE, BE IT RESOLVED**, that the Workers Compensation Policy be, and hereby is, approved and adopted, with such changes, additions, deletions, amendments or modifications as any of the Officers deem necessary, proper or advisable.

## **EXHIBIT I**

### **Approval of Security Guard Agreement**

**WHEREAS**, the Board has been presented with and reviewed the Security Guard Agreement ; and

**WHEREAS**, the Board deems it advisable and in the best interests of the Academy to approve and adopt the Security Guard Agreement .

**NOW, THEREFORE, BE IT RESOLVED**, that the Security Guard Agreement be, and hereby is, approved and adopted, with such changes, additions, deletions, amendments or modifications as any of the Officers deem necessary, proper or advisable.

## **EXHIBIT J**

### **Approval of Revised Employee Handbook**

**WHEREAS**, the Board has been presented with and reviewed the Revised Employee Handbook; and

**WHEREAS**, the Board deems it advisable and in the best interests of the Academy to approve and adopt the Revised Employee Handbook.

**NOW, THEREFORE, BE IT RESOLVED**, that the Revised Employee Handbook be, and hereby is, approved and adopted, with such changes, additions, deletions, amendments or modifications as any of the Officers deem necessary, proper or advisable.



**EXHIBIT K**

**Approval of Resolution to continue conducting Board Meetings via zoom:**

**WHEREAS**, the Board has been presented with and reviewed the Resolution to continue conducting Board Meetings via zoom; and

**WHEREAS**, the Board deems it advisable and in the best interests of the Academy to approve and adopt the Resolution to continue conducting Board Meetings via zoom.

**NOW, THEREFORE, BE IT RESOLVED**, that the Resolution to continue conducting Board Meetings via zoom be, and hereby is, approved and adopted, with such changes, additions, deletions, amendments or modifications as any of the Officers deem necessary, proper or advisable.

