



## INLAND LEADERS CHARTER SCHOOLS

Board of Directors Meeting-Minutes

13456 Bryant Street (BSC)

Yucaipa, CA 92399

August 3, 2020, @ 5 pm in McKay Building

Teleconference: Zoom [link](#): Password: 33VH1G

**Vision:** *The vision of the Inland Leaders is to sustain a high-quality community charter school founded upon innovative instruction and character education to create 21st-century leaders.*

### **OPEN SESSION @ 5:00 PM**

**A. Pledge of Allegiance (Gordon)** 5:01 pm

**B. Roll Call (Chairman)** *All in attendance. Mr. Wolfe and Mr. Casavan were on through zoom*

**C. Student Council Report-** none

**D. Finance Committee Report-** none

**E. Executive Director's Report-** *ILCS is getting ready to start school via distance learning. As of right now the COVID-19 and Reopening In-Person Learning Elementary Education Waiver is not being honored. ILCS is fully staffed. There has been new technology ordered for the staff. The state has increased funds which are about \$460K, which will come in 3 different buckets. Mrs. Burson is working on the financial balance sheets. The ILCS cash flow is fine and Mr. Gordon does not see any issues for this year. Mrs. Mitchell said that it seems like April is a struggle. Mr. Gordon will provide the proper information later. Dr. Stranger asked if there are additional funds and is the ADA the same? Is there any indication of what health insurance is doing? Are the projections ok? Mr. Gordon said yes. The rules for the Independent Study are changing during distance learning. Mr. Gordon will call the legal advisor to get more information on the SV98. Dr. Stranger asked if the Independent Study program will have the same requirements as seat-based students and Mr. Gordon said yes. They may be required to do school as distance learning. Mrs. Urban went over her Summer School slideshow. Summer School went from June 23rd-July 16th which was 12 days. Masks were optional. Classrooms were disinfected daily, and there are hand washing stations for the 81 students. Mrs. Urban feels that this was a very successful summer school year. The attendance average was 88%. Each teacher took pre and post-tests for ELA and Math. There was great growth in all grades. Dr. Stranger asked how the teachers were able to get non-fiction books for each grade and Mrs. Urban said that they used readworks.org. Dr. Stranger wanted to know if it was the right number of hours? Mrs. Urban said that it is and that these hours included Technology and Art. Mr. Gordon said that it is a good balance between burning the kids out and also with parent's schedules. Mrs. Urban said that the kids were excited to be on campus. Mrs. Mitchell said that she was on campus 1 day and the kids looked so happy. No one was sick. She wants to know if ILCS can have something put in the paper about how successful the summer school was. Mrs. Urban said that it was so meaningful to be with the kids. Mrs. Mitchell feels that the community needs to know about the success of summer school at ILCS and that no one got sick. Mr. Gordon said that something can be put together. He also said that there were several parent emails about how well the summer school went. He shared a couple of them.*

### **PUBLIC PARTICIPATION SESSION**

The public may speak to any issue at this time of the meeting. Please sign in and indicate if you would like to speak to the Board on the sign-in form located on the table near the agendas. The Board is unable to deliberate or discuss items with the public that are not on the agenda. The Board Chairman will limit the length of time for comments to a reasonable period of time. *None*

### **DISCUSSION/ACTION SESSION**

The Board will discuss and possibly take action on items listed in this section of the agenda.

- A. ACTION:** Board to determine officer positions of Secretary, Treasurer, and Chairman. (Stranger) *Mrs. Mitchell motions to keep Dr. Stranger as Chairman 2nd-Mr. Wolfe. Mr. Casavan-yes, Mrs. Mitchell-yes, Dr. Stranger- yes, Mr. Wolfe-yes. All approved-motion passed. Mr. Wolfe wants Mr. Casavan to experience being treasurer. Mrs. Mitchell motions for Mr. Casavan to be treasurer, 2nd- Mr. Wolfe. Mr. Casavan-yes, Mrs. Mitchell-yes, Dr. Stranger-yes, Mr. Wolfe-yes. All approved-motion passed. Dr. Stranger motions for Mrs. Mitchell to remain as Secretary, 2nd-Mr. Casavan. Mr. Casavan-yes, Mrs. Mitchell-yes, Dr. Stranger-yes, Mr. Wolfe-yes. All approved, motion passed.*
- B. ACTION/DISCUSSION:** ILCS Distance Learning [Plan](#) during COVID-19 site closures. (Gordon) *Mr. Gordon went over some of the schedules for the new school year. Students will attend school from about 8-1. There is a more structured breakdown of the day for each grade. Mrs. Kingsley will be extra support for 1st and 2nd grade. The state has cut the required number of instructional minutes and ILCS will meet all of the instructional minutes of*

240. The teachers must be live on zoom with students to start each day. The days will “mirror” regular school days. Attendance will be taken. Teachers will be on campus for live zoom meetings with the students. Some flexibility may be made but that will be up to Admin. Mrs. Mitchell assumes the teachers will be in their own classrooms and Mr. Gordon said yes. Mrs. Mitchell feels that it is important to acclimate the students to the look of the classroom so they are familiar with everything when they return to the campus. The teachers will be using the Distance Learning Playbook by Fisher, Frey & Hattie. Mr. Gordon said that IEP’s and such will still be done through zoom. Social Emotional Learning (SEL) support will still be provided with 2 counselors who will provide zoom counseling and support to mimic on-site SEL programs. English Learner Students will get individual support. Mrs. Guinto and Mrs. Song will provide tutoring/intervention. Grading policy will be as usual. Assessments will still be done. Grades will count. SCAT (Student Contract Accountability Team) will continue as normal through zoom. All students will be offered a chromebook and hotspots as needed. Dr. Stranger is concerned with how difficult it may be with getting proper data needed for SCAT. Mr. Gordon is mainly concerned with students being on task. Teachers will be able to get the needed information for SCAT. ILCS has subs that are trained to cover zoom sessions for sick teachers. New technology such as computers, mics and webcams will be provided for core teachers. There will be child care for staff members who have students in TK-8th grades. As of right now there are about 45 students for child care which will be held at BSC. Student coaches will be in the rooms with the students. The McKay building can be split up into different rooms. The free/reduced lunch service will continue. Mr. Gordon said that there are staff members who have gone above and beyond by handing out food boxes to families in need and much more. Classroom zoom sessions will be recorded for students. Mrs. Mitchell is concerned how students who are on free/reduced lunch will get their lunches especially since many of them may not be able to pick them up from the school. ILCS may consider doing food delivery if the need becomes more. Lunches are handed out on Mondays and Wednesdays. Many families have figured out a way to get the meals and food boxes. Mr. Gordon said that he was excited to be able to see students on campus and was disappointed to not be able to but he will remain positive.

Mr. Casavan motions to approve ILCS Distance Learning Plan during COVID-19 site closures. 2nd- Mrs. Mitchell. Mr. Casavan-yes, Mrs. Mitchell-yes, Dr. Stranger-yes, Mr. Wolfe-yes. All approved. Motion passed.

- C. **ACTION:** Approval of distance learning [instructional minutes](#) for the 2020-2021 school year. (Gordon) Mr. Gordon briefly went over the slideshow that showed the instructional minutes. Mr. Casavan motions to approve the distance learning instructional minutes for the 2020-2021 school year, 2nd-Mrs. Mitchell, Mr. Casavan-yes, Mrs. Mitchell-yes, Dr. Stranger-yes, Mr. Wolfe-yes. All approved, motion passed.

- D. **ACTION:** Approve Board Member, Bonnie Mitchell, as a signer on the [Bank of Hemet accounts](#). (Gordon) Dr. Stranger motions to make Bonnie Mitchell a signer on the Bank of Hemet accounts, 2nd-Mr. Casavan. Mr. Casavan-yes, Mrs. Mitchell-yes, Dr. Stranger-yes, Mr. Wolfe-yes. All Approved, motion passed

- E. **ACTION:** Sheri Whitlock requests to teach from out of state during the week of September 14 contingent on the distance learning program operating during that week. (Gordon) Mr. Gordon feels that this arrangement will work. Mrs. Mitchell motions to approve the request for Sheri Whitlock to teach from out of state during the week of Sept. 14th, 2nd-Mr. Casavan. Mr. Casavan-yes, Mrs. Mitchell-yes, Dr. Stranger-yes, Mr. Wolfe-yes. All approved, motion passed.

## **TRAINING SESSION FOR BOARD MEMBERS**

- A. Brown Act and conflict of interest policy training session (Gordon) Mr. Gordon is tabling this until the Sept. board meeting.

## **RATIFICATIONS**

- A. Amend the [school calendar](#) with a student start date for Monday, August 17.  
B. Purchase of [MacBooks](#) with AppleCare for core teachers to implement distance learning (39) - \$58,000  
Mrs. Mitchell motions to approve items A and B, 2nd- Mr. Casavan. Mr. Casavan-yes, Mrs. Mitchell-yes, Dr. Stranger-yes, Mr. Wolfe-yes. All approved, motion passed

## **APPROVE CONSENT CALENDAR**

All matters listed under the consent calendar section are considered by the Board to be routine and will be enacted in one motion.

- A. **June 2020 Check register:** [June 2020 Check Register](#)  
B. **June 18, 2020** [Board minutes](#)  
C. **Approval of purchases/services/contracts/MOUs over \$10,000:**  
a.  
D. **Acceptance of donations**  
a. General Donations: None  
b. In-Kind Donations: None

c. Fundraising Donations: None

**E. New Hires**

- a. Certificated
  - i. Colleen Bowles, Occupational Therapist
- b. Classified
  - i.

**F. Resignations**

- a. Certificated
  - i. Chenay Jordan, Second Session Teacher
  - ii. Cynthia Peterson, Substitute Teacher
- b. Classified
  - i.

**G. Business Functions**

- a.

**H. Special Requests**

*Mr. Wolfe motions to approve the consent calendar A-H, 2nd-Mr. Casavan. Mr. Casavan-yes, Mrs. Mitchell-yes, Dr. Stranger-yes, Mr. Wolfe-yes. All approved, motion passed.*

**CLOSED SESSION**

- A. Board to review the evaluation for the Executive Director. (Stranger)

**BOARD MEMBER COMMENTS**

*Mr. Wolfe appreciates everything that Mr. Gordon is doing.  
Mr. Casavan and his family agree with Mr. Wolfe.  
Mrs. Mitchell is thrilled with the summer school learning.  
Dr. Stranger thinks that Mr. Gordon is doing a great job.*

*The next meeting will be September 14, 2020 @ 5:00 pm @ BSC*

**ADJOURNMENT** 6:12 pm

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**Board Secretary**

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**Date**