



INLAND LEADERS CHARTER SCHOOLS

Board of Directors Meeting-Minutes

13456 Bryant Street (BSC)

Yucaipa, CA 92399

December 7, 2020 @ 5pm Cubs' Den (BSC auditorium)

Teleconference: [Zoom link](#) Password: 173256

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

A. Pledge of Allegiance (Gordon) 5:00pm

B. Roll Call (Gordon) *Mr. Casavan via Zoom, Mrs. Mitchell in person and Mr. Wolfe via Zoom*

C. Student Council Report *Makenzie Wagner-Secretary and Paige Audet- Vice President presented a slideshow. In November there was a Disney Pixar Kahoot for grades 3rd-5th. Grades 6th-8th did a game of Kahoot to replace the dance. The monthly newsletters went out. In the newsletter there were some interviews from students and teachers. In order to keep students busy, the student council had a drawing and writing contest. Cross Country is the only sport that is going on right now. The Cross Country meets will hopefully start in mid February. Mr. Gordon met with Coach Hoch and he said that he is working with the league to be able to have sports. Mr. Gordon will touch base with Coach Hoch to see what the status is.*

D. Finance Committee Report (Casavan/Gordon) *Mr. Casavan attended the Finance Committee meeting. This was the 1st interim meeting. This is a progress report that goes to the District and the County. Mr. Gordon will go through the details of the finance meeting in another portion of the board meeting. At the Finance Committee meeting, Mr. Gordon recused himself for the portion of the meeting that involved the nurse bid due to the fact that this also involves one of his family members.*

E. Director's Report (Gordon) *Mr. Gordon thanked Mr. Osborn and Dr. Urrea for their hard work at getting students back on campus. More students are being added based on their individual needs. Congratulations to Cathy Coate on her win for YCJUSD school board. Handling COVID has been a challenge. Everyone is trying to work together and Mr. Gordon. There may be some closures due to COVID exposures. Mr Osborn and Dr. Urrea will be sending out student achievement data reports. There is some learning loss that is occurring. To try to mitigate that there will be extra staff to allow less students in each area even with the addition of students. Mission and Vision is a community literacy for preschool age kids that Mr. Gordon is working on. This program is intended to get technology to children to prepare them for kindergarten. ILCS would like to show their appreciation to ILCS families who are First Responders. A survey will go out about this. Mrs. Mitchell asked what the approximate number of students on campus is? Those numbers will be given to her later. Right now there are 972 students enrolled. In August there were 999 students. Funding has been frozen at 997 students. Last month there were no suspension or major incidents. There were 2 positive COVID cases. This does not include exposures. There were 2 police reports for possible student in danger. The ILCS cash flow looks good and the balance sheet is strong. Mrs. Mitchell asked if ILCS is getting money from the state and Mr. Gordon said yes and hopefully there will be no deferrals. There was about 30% of the budget that was spent which is right on track. The numbers will go up after the interim approval.*

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. *Mrs. Sanchez wanted to publicly thank everyone at ILCS for getting the kids in school. She is so grateful. She has recommendations for Apps for earlier learners. She will email Mr. Gordon with that information. Mr. Gordon thanked her for the kind words. They mean so much.*

DISCUSSION/ACTION SESSION

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

- A. RESOLUTION:** Board [resolution](#) to honor Dr. Robert Stranger and his 14 years of service. (Gordon) *Mr. Gordon will share this resolution with Dr. Stranger in person.*

- B. ACTION:** Board nomination committee recommends the addition of Eli Gilespie, Paul Toomey, Jay Jimenez and David Massongill for the ballot to be sent to stakeholders for vote to fill ILCS Board vacancies. *Mrs. Mitchell motions to approve the board nominations of Eli Gilespie, Paul Toomey, Jay Jimenez and David Massongill. 2nd-Mr. Casavan. Mr. Casavan-yes, Mrs. Mitchell-yes, Mr. Wolfe-yes. All approved. Motion passed.*
- C. ACTION:** Administration recommends amendments of the Independent Study [Policy](#) due to the Pandemic and programmatic changes with Distance Learning. (Gordon) *Mr. Gordon went back and revised this policy to give some flexibility. Mrs. Mitchell likes the idea that this policy is on a case by case basis. Mr/ Wolfe's biggest concern was penalizing parents for taking a vacation. He likes that this revision allows students who are not struggling to take some time off with family. Mr. Wolfe motions to pass the amended Independent Study Policy. 2nd- Mrs. Mitchell. Mr. Casavan-yes, Mrs. Mitchell-yes, Mr. Wolfe-yes. All approved. Motion passed.*
- D. ACTION:** Administration recommends the approval of the [Parent Budget Overview](#) as required by the California Department of Education. (Gordon) *The LCAP is very confusing. The LCAP is an accountability of the schools spending. This information will go out on parentsquare. Mrs. Mitchell motions to approve the parent budget overview. 2nd- Mr. Casavan. All approved. Motion passed.*
- E. ACTION:** Review and approval of the [annual audit](#) conducted by Clifton, Larson & Allen, Inc. (Gordon) *Mr. Gordon has given the board members a copy of the annual audit that was conducted by Clifton, Larson & Allen. Tracy Burson did a great job. There were no findings, minor or major. If the audit is accepted, then Mr. Gordon will send it to the Yucaipa Calimesa Joint Unified School District and San Bernardino County. Mr. Wolfe was interviewed by the auditors and at the conclusion of his interview, he asked them if there was anything the ILCS could do better and the auditor commented that ILCS is top of the class. Mr. Wolfe appreciates Mr. Gordon and everyone for their hard work.*
- F. ACTION:** Approval of [1st interim financials](#) submitted to the local authorizer. (Gordon) *Mrs. Burson put together the financial accruals. Mr. Gordon went through the report that is up to date as of October 30th. The county can make budget recommendations. The legislator didn't want to make any cut for schools. The Cares Act money is expensed through December. The state is working hard to keep a strong budget for schools. Recession and cuts are a possibility for the 2021-2022 and 2023 school year. January is when the Governor's new budget will be released. The 2nd interim will be in March. Mrs. Mitchell motions to approve the 1st interim financials. 2nd- Mr. Casavan. Mr. Casavan-yes, Mrs. Mitchell-yes, Mr. Wolfe-yes. All Approved. Motion passed.*
- G. ACTION:** Approval of the [estimated enrollment](#) numbers for the 2021-2022 school year to be submitted to the local authorizer. (Gordon) *For the 2021-2022 school year, the number of students estimated at ILCS is 1114. The YCJUSD wants to know the number of students that will be attending ILCS. According to Prop 39, ILCS does not have a cap on the number of students that ILCS is allowed to have but there is a padding of 5% estimate that the district will hold ILCS to. There is an increase in Independent Study and TK students. Mrs. Mitchell asked if Mr. Gordon expected a lot of Independent Study students due to distance learning? Mr. Gordon said that he does expect that to be the case due to COVID concerns. Mrs. Mitchell asked if there will be a distance learning teacher and Mr. Gordon said that this is already in place. Mrs. Mitchell wanted to know if there are teachers interested in doing Distance Learning teaching and Mr. Gordon feels that ILCS will have teachers interested in this. Mr. Casavan motions to approve the estimated enrollment numbers for 2021-2022. 2nd-Mrs. Mitchell. Mr. Casavan-yes, Mrs. Mitchell-yes, Mr. Wolfe-yes. All approved. Motion passed.*
- H. ACTION:** Finance committee recommends an end of the year "Thrive" [bonus](#) to show appreciation and recognition of staff for their efforts over the last months in dealing with the Pandemic in the workplace. Bonus structure details included in additional document provided. (Gordon) *This bonus is a way to let staff know that they are valued for their extra efforts. There are very few schools doing what ILCS is doing for their students. The bonus will be given to staff that has worked from Aug- Dec. Mr. Gordon thanks the staff for their hard work. Mr. Casavan motions to approve the Thrive bonus. 2nd- Mr. Wolfe. Mr. Casavan-yes, Mrs. Mitchell-yes, Mr. Wolfe-yes. All approved. Motion passed.*

TRAINING/WORKSHOP

The ILCS Board is provided with training or information in a workshop or session that does not involve any actionable items.

- A. Training:** Board will review new state and federal requirements that may impact charter school operations and governance. (Gordon) *Mr. Gordon will hold off on the training until January or February when there is a new board member.*

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. October 2020 Check Register:** [Oct2020 Check Register](#)

B. October 19, 2020 [Board minutes](#)

C. Approval of purchases/services/contracts/MOUs over \$10,000: None

a.

D. Acceptance of donations:

a. **General Donations:** Blaze Pizza- \$500.00; Gina Mikkelson Brooks - \$150.00

E. New Hires

a. Certificated

- i. Krista Ambler, Temp Specialty Service Provider II
- ii. Jennifer Evans, Temp Associate Teacher
- iii. Corina Soukup, Temp Associate Teacher
- iv. Marissa Perez, Substitute Teacher

b. Classified

- i. Matthew Vidal, BSC Custodian
- ii. Angela Perez, Student Coach
- iii. Austin Shook, General Substitute

F. Resignations

a. Certificated

- i. Taylor Ellis, Substitute Teacher

b. Classified

- i. Kelly VanVelden, Student Coach
- ii. Mary Chitwood, Nutrition Worker II
- iii. Sarah Mahlstedt, Classroom Aide II(SpEd)
- iv. Rebekah Gray, Student Coach

G. Business Functions

- a. **Approval of Hourly Range title [changes/updates](#) (no impact to budgets) with new positions included.**
- b. **Approval of USDA Super-Coop [agreement](#) for the 2021-2022 school year (renewal).**

H. Special Requests

Mrs. Mitchell motions to approve the consent calendar A-H 2nd-Mr CasavanI. Mr. Casavan-yes, Mrs. Mitchell-yes, Mr. Wolfe-yes. All approved. Motion passed.

RATIFICATIONS

- A. Approval of leave without pay for Noor Lassad (Student Coach) to attend to a family emergency out of the country.** *Mr. Casavan motions to approve leave without pay for Noor Lassad. 2nd- Mr.s Mitchell. Mr. Casavan-yes, Mrs. Mitchell-yes, Mr. Wolfe-yes. All approved. Motion passed.*

CLOSED SESSION

A.

BOARD MEMBER COMMENTS

Mrs. Mitchell is happy about the Thrive bonus. Stater Brothers is giving their employees a bonus and she feels that if they can do it, so can ILCS.

Mr. Casavan said thank you to everyone for a fantastic job.

Mr. Wolfe appreciates that revision of the Independent Study policy. He feels that the bonuses are well deserved. He wished everyone a Merry Christmas and a Happy New Year.

ADJOURNMENT 6:11pm

Board Secretary

Date