

**iLEAD Spring Meadows
BOARD MEETING
MINUTES**

iLEAD Spring Meadows (the “School”), an Ohio Not-for-Profit Corporation, held a Board Meeting on August 2, 2016 (the “meeting”).

Board Members in Attendance:

Andrea Quigg, Vice Chairwoman
Irshad Bannister, Board Member
LaTanya Wilson, Board Member
Michelle Berry, Secretary

Board Members not in Attendance:

Scott Pullins, Chairman, via phone
Jeff Williams, Treasurer

Guests in Attendance:

Vallrey Crump, Director of School Improvement, Ohio Council of Community Schools
Tiffany Adamski, Regional Representative, iLEAD Spring Meadows
Amber Raskin, Executive Director of Business Development, iLEAD Schools—via phone
Phil Oseas, Chief Financial Officer, iLEAD Schools Development—via phone
Shannon Barragan, Director of Information Technology, iLEAD Schools—via phone
Elaine Williamson, Facilities Director, iLEAD Schools—via phone
Christine Kunishige, Maker/Leadership Resident, iLEAD Schools
Dave Massa, Massa Financial Solutions – via phone
Anne Trakas, School Board Liaison, The Callender Group
Emmy Partin, Project Research Manager, The Callender Group—via phone
Medgine Eugene-Lautzenheiser, guest

1. Sign-in / A Call to order

The Meeting was called to order at 6:00 p.m. by Vice Chairwoman Quigg. The Chairwoman noted a quorum was present. Chairman Pullins joined the meeting via phone conference line.

2. Introductions/Presentations

There were introductions of those participating via phone.

3. Adoption/Approval of Minutes of previous Board meeting(s)

The minutes from the July 11, 2016 Board meeting were brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Wilson to adopt the minutes from the July 11, 2016 Board meeting without amendment, seconded by Mr. Bannister, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Irshad Bannister	✓		
Michelle Berry	✓		
Andrea Quigg	✓		
LaTanya Wilson	✓		
Jeff Williams			<i>Not present</i>
Scott Pullins			<i>Via phone</i>

There was discussion regarding documents for Board consideration and Chairman signature. Upon Motion duly made by Ms. Wilson to authorize Vice Chairwoman Quigg to sign policies adopted by the Board and for Chairman Pullins to sign agreements adopted or approved by the Board at the meeting without amendment, seconded by Mr. Bannister, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Irshad Bannister	✓		
Michelle Berry	✓		
Andrea Quigg	✓		
LaTanya Wilson	✓		
Jeff Williams			<i>Not present</i>
Scott Pullins			<i>Via phone</i>

4. Reports and Updates

a. Operator Report

Ms. Adamski gave the Operator Report. There are approximately 54 students are enrolled at this time. Approximately 7 packets were received at Saturday's promotion event. Discussion continued regarding marketing and promotional events, including Packets & Pizza and the Franklin Park Back to School Fair. An update on the building status was given. Turnover of the building is anticipated for August 8, 2016.

There was discussion regarding the staffing update, including the search for 3rd and 4th grade teachers. Job posting boards have been utilized in the search for staff. There was conversation regarding the kindergarten licensure process. Staff is anticipated to start August 8th. Conversation continued regarding the search for a site director, and enrollment targets to reach to bring on site director on staff. Special Ed services for the students were discussed. An agreement with PSI for Special Education Services is included in the meeting materials for Board consideration under 'New Business'. There was conversation about flexibility of the agreement, and the possible number of students who may need Special Education services.

The Operator Report continued with a discussion about technology and furniture delivery in anticipation for the academic year. An update was provided regarding the Makery for the School.

b. Sponsor Report (OCCS)

Ms. Crump gave the Sponsor Report. There was discussion regarding the grant awarded to the School in the amount of approximately \$40,000 for New School Technology. The Chairman's signature is requested for the grant acceptance document. Upon Motion duly made by Ms. Wilson to accept the grant for New School Technology from the School's Sponsor, Ohio Council of Community Schools, seconded by Mr. Bannister, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	Other (<i>Abstain, Not Present, etc.</i>)
Irshad Bannister	✓		
Michelle Berry	✓		
Andrea Quigg	✓		
LaTanya Wilson	✓		
Jeff Williams			<i>Not present</i>
Scott Pullins			<i>Via phone</i>

Conversation continued regarding an inservice for the School; a date is expected to be scheduled for this inservice in the near future. There was discussion regarding ODE document requests and Opening Assurances.

c. Treasurer Report

Mr. Massa participated by phone. No financial report for consideration at this meeting.

d. Legal/Legislative Update

Ms. Partin provided a Legislative Update. Compliance item updates are anticipated in the near future, which may include training, teacher qualification, and other topics. There was discussion regarding funding and other considerations.

5. Old Business

No Old Business to discuss.

6. New Business

There was discussion regarding the School location and access ramps. Access ramps are planned for all exits to the parking lot. Discussion continued regarding Sponsor site visit and compliance.

Discussion, Adoption/Approval of Jive Communications Proposal for Service

The Jive Communications Proposal for Service was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Wilson to adopt the Jive Communications Proposal for Service without amendment, seconded by Mr. Bannister, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Irshad Bannister	✓		
Michelle Berry	✓		
Andrea Quigg	✓		
LaTanya Wilson	✓		
Jeff Williams			<i>Not present</i>
Scott Pullins			<i>Via phone</i>

Discussion, Adoption/Approval of PSI Proposal for Services

The PSI Proposal for Services was brought forward for consideration by the Board. A discussion was had. There was conversation about flexibility of services offering, funding, and whether consultations could be conducted face-to-face. The Agreement terms of service cover one year. Upon Motion duly made by Ms. Wilson to adopt the PSI Proposal for Services with the friendly amendment that Intervention Services be provided on an in-person basis, seconded by Mr. Bannister, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Irshad Bannister	✓		
Michelle Berry	✓		
Andrea Quigg	✓		
LaTanya Wilson	✓		
Jeff Williams			<i>Not present</i>
Scott Pullins			<i>Via phone</i>

Discussion, Adoption/Approval of Kynard's Building Services, LLC Estimate

The Kynard's Building Services, LLC Estimate was brought forward for consideration by the Board. A discussion was had. The estimate is rough, as the building construction is not yet complete. An update is anticipated at a future meeting. Upon Motion duly made by Ms. Wilson to approve the Kynard's Building Services LLC Estimate without amendment, seconded by Mr. Bannister, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Irshad Bannister	✓		
Michelle Berry	✓		
Andrea Quigg	✓		
LaTanya Wilson	✓		
Jeff Williams			<i>Not present</i>
Scott Pullins			<i>Via phone</i>

Discussion, Adoption/Approval of Apple Financial Services Education Finance Program

The Apple Financial Services Education Finance Program was brought forward for consideration by the Board. A discussion was had. Ms. Barragan contributed to the discussion regarding the equipment order, based on approximately 100 students. No changes are anticipated for the Exploratorium. Class size, workstations, and other equipment considerations were discussed. Mr. Oseas continued with the discussion regarding terms; the title to the equipment would be transferred at the end of the term. Conversation continued regarding the expected life of the equipment, and is anticipated to extend beyond the term of the agreement. Discussion continued regarding insurance and ownership of the equipment upon completion of the lease terms. Upon Motion duly made by Ms. Wilson to approve the Apple Financial Services Education Finance Program without amendment, seconded by Mr. Bannister, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Irshad Bannister	✓		
Michelle Berry	✓		
Andrea Quigg	✓		
LaTanya Wilson	✓		
Jeff Williams			<i>Not present</i>
Scott Pullins			<i>Via phone</i>

*Resolution, Adoption/Approval of Academic Acceleration, Early Kindergarten Admission
Early High School Graduation Policy*

The Academic Acceleration, Early Kindergarten Admission Early High School Graduation Policy was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Wilson to adopt the Academic Acceleration, Early Kindergarten Admission Early High School Graduation Policy without amendment, seconded by Mr. Bannister, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Irshad Bannister	✓		
Michelle Berry	✓		
Andrea Quigg	✓		
LaTanya Wilson	✓		
Jeff Williams			<i>Not present</i>
Scott Pullins			<i>Via phone</i>

Resolution, Adoption/Approval of Asthma Inhaler Policy

The Asthma Inhaler Policy was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Wilson to adopt the Asthma Inhaler Policy without amendment, seconded by Mr. Bannister, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Irshad Bannister	✓		
Michelle Berry	✓		
Andrea Quigg	✓		
LaTanya Wilson	✓		
Jeff Williams			<i>Not present</i>
Scott Pullins			<i>Via phone</i>

Resolution, Adoption/Approval of Epinephrine Injector Policy

The Epinephrine Injector Policy was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Wilson to adopt the Epinephrine Injector Policy without amendment, seconded by Mr. Bannister, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Irshad Bannister	✓		
Michelle Berry	✓		
Andrea Quigg	✓		
LaTanya Wilson	✓		
Jeff Williams			<i>Not present</i>
Scott Pullins			<i>Via phone</i>

Resolution, Adoption/Approval of Parent and Family Involvement Policy

The Parent and Family Involvement Policy was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Wilson to adopt the Parent and Family Involvement Policy without amendment, seconded by Mr. Bannister, the Motion passed by unanimous vote of members present.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Irshad Bannister	✓		
Michelle Berry	✓		
Andrea Quigg	✓		
LaTanya Wilson	✓		
Jeff Williams			<i>Not present</i>
Scott Pullins			<i>Via phone</i>

Resolution, Adoption/Approval of Test Security Policy

The Test Security Policy was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Wilson to adopt the Test Security Policy without amendment, seconded by Mr. Bannister, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Irshad Bannister	✓		
Michelle Berry	✓		
Andrea Quigg	✓		
LaTanya Wilson	✓		
Jeff Williams			<i>Not present</i>
Scott Pullins			<i>Via phone</i>

Resolution, Adoption/Approval of Travel Policy

The Travel Policy was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Wilson to table the Travel Policy for further discussion and review at a future meeting, seconded by Mr. Bannister, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Irshad Bannister	✓		
Michelle Berry	✓		
Andrea Quigg	✓		
LaTanya Wilson	✓		
Jeff Williams			<i>Not present</i>
Scott Pullins			<i>Via phone</i>

The topic ‘*Discussion, Travel Policy*’ will appear under ‘Old Business’ on the September 20, 2016 Board meeting agenda.

Resolution, Adoption/Approval of Wellness Policy

The Wellness Policy was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Wilson to adopt the Wellness Policy without amendment, seconded by Mr. Bannister, the Motion passed by unanimous vote of members present.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Irshad Bannister	✓		
Michelle Berry	✓		
Andrea Quigg	✓		
LaTanya Wilson	✓		
Jeff Williams			<i>Not present</i>
Scott Pullins			<i>Via phone</i>

Resolution, Adoption/Approval of Time Warner Cable Monthly Service

The Time Warner Cable Monthly Service Agreement was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Wilson to approve the Time Warner Cable Monthly Service Agreement without amendment, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Irshad Bannister	✓		
Michelle Berry	✓		
Andrea Quigg	✓		
LaTanya Wilson	✓		
Jeff Williams			<i>Not present</i>
Scott Pullins			<i>Via phone</i>

Resolution, Adoption/Approval of Zenith Learning After-School Services Agreement

The Zenith Learning After-School Services Agreement was brought forward for consideration by the Board. A discussion was had. Upon Motion duly made by Ms. Wilson to adopt the Zenith Learning After-School Services Agreement without amendment, seconded by Mr. Bannister, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Irshad Bannister	✓		
Michelle Berry	✓		
Andrea Quigg	✓		
LaTanya Wilson	✓		
Jeff Williams			<i>Not present</i>
Scott Pullins			<i>Via phone</i>

7. Open Discussion

There was discussion regarding the anticipated occupancy date for the School building. Opening Assurances are currently anticipated for August 11th or 12th. Conversation continued regarding inspections, furniture and fixtures. Start date for the School is anticipated for August 23, 2016.

8. Date/time/location for next meeting

The date of the next Board meeting is scheduled for Tuesday, *September 20, 2016 at 6:00 p.m. at 1615 Timberwolf Drive, Holland, OH 43528.*

9. Adjournment

There being no further business to come before the Board, upon Motion duly made by Ms. Wilson to adjourn the meeting of iLEAD Spring Meadows, seconded by Mr. Bannister, the Motion passed by unanimous affirmative vote of members present. The meeting adjourned at 8:04 p.m.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Irshad Bannister	✓		
Michelle Berry	✓		
Andrea Quigg	✓		
Jeff Williams			<i>Not present</i>
LaTanya Wilson	✓		
Scott Pullins			<i>Via phone</i>

APPROVAL AND ADOPTION OF MINUTES

The Motion to approve and adopt the Minutes from the August 2, 2016 Regular Board meeting of iLEAD Spring Meadows with / without amendments made by

MS. QUIGG, seconded by MR. WILLIAMS

ROLL CALL:

Board Member	AYE	NAY	OTHER (abstain, not present, etc.)
Irshad Bannister			NOT PRESENT FOR VOTE
Michelle Berry			NOT PRESENT
Andrea Quigg	✓		
Jeff Williams	✓		
LaTanya Wilson	✓		
Scott Pullins, Chairman	✓		

Executed and adopted by a vote of the Board on this 20th day of SEPTEMBER, 2016.

Scott Pullins

Scott Pullins, Chairman
iLEAD Spring Meadows