

iLEAD Spring Meadows
Board Meeting

MINUTES

The Board of Directors (the “Board”) of iLEAD Spring Meadows (the “School”) held a Regular Board Meeting (the “meeting”) on May 18, 2020, via electronic communication.

Board Members in Attendance:

Jacquelyn May
David Shock, Secretary
Jeff Wilcox, Vice Chairman
Jeff Williams, Treasurer
LaTanya Wilson, Chairwoman

Guests in Attendance:

Sarah Hawley, School Director, iLEAD Spring Meadows
Kristin Katakis, Northwest Ohio Regional Representative, Ohio Council of Community Schools
Jonelle Godfrey, New School Development & Board Support, Maker Learning Network
Amer Kuric, Chief Executive Officer, iLEAD Schools Development
Monique Myers, Regional Outreach Coordinator, Maker Learning Network
Dave Massa, Fiscal Officer, Massa Financial Services
Marty Zimmerman, Owner, ZIM Consulting
Shannon Hayes, Grant Specialist, ZIM Consulting
Lola Judy, Office Manager, Callender Law Group
Michael Garcar, Board Liaison, Callender Law Group

I. Sign-in/ A Call to Order

The meeting was called to order at 6:03 p.m. by Chairwoman Wilson. A quorum was present for the meeting.

II. Adoption/ Approval of Minutes from Previous Board Meeting

Minutes from the April 20, 2020 Board meeting

The minutes from the April 20, 2020 Board meeting were brought forward for Board consideration. A discussion was had. Upon Motion duly made by Member Wilcox to adopt the minutes from the April 20, 2020 Board meeting without amendment, seconded by Member Williams, the Motion passed by a unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Jacquelyn May	X		
David Shock	X		
Jeff Wilcox	X		
Jeff Williams	X		
LaTanya Wilson	X		

III. Reports and Updates

a. Operator Report

Ms. Hawley gave the Operator Report. Academics were discussed. The School continues to operate via distance learning. Learners are able to access class content on PowerSchool, or if a learner does not have access to technology, paper packets can also be picked up from the School. Spring MAP testing was held from May 11th-15th. Lerner Showcases will take place the week of May 18th and will be done virtually. The Showcase is an opportunity for learners to reflect on their individual learning plan that was set at the beginning of the year and the progress they have made toward that goal.

School activities were discussed. A Kindergarten promotion ceremony will be held on May 29th. The ceremony will be held outside and will feature a butterfly release which will symbolize the growth learners have made over the last year. An 8th Grade promotion ceremony will also be held on May 29th. Logistics for the ceremony are still being finalized. A virtual field day will be held on May 26th.

Enrollment was discussed. Currently, the School has approximately 241 learners. The Superintendent's Residency Verification Report was given. All learners meet verification requirements.

Re-enrollment was discussed. Approximately 168 learners are enrolled for next year. Of the School's current learners, approximately 114 have completed their re-enrollment and about 24 students are in the process of submitting documentation to re-enroll. Approximately 87 learners have not started the re-enrollment process. Virtual Open Houses are being held every Wednesday at 7:00 p.m. and the last Saturday of the month at 1:00 p.m. Additionally, the School continues to advertise in a local parent magazine and on social media.

b. Sponsor Report

Ms. Katakis gave the Sponsor Report. All compliance items due to the Ohio Department of Education (ODE) have been put on hold due to the COVID-19. The OCCS website contains a list of COVID-19 resources and up to date information from the Ohio Department of Education. Ms. Katakis reminded Board members that Sunshine Law trainings have to be turned in by early June.

c. Treasurer Report

Mr. Massa gave the Treasurer Report. The April financial statement was presented to the Board for review. The School was reimbursed on 237 FTE's for the month of April. The School is performing well compared to budget for the Academic Year.

As a result of COVID-19, the Governor announced that community school per-pupil funding will be cut by \$88 per student. This will affect the School's June payment and equates to a reduction of approximately \$21,000.

The CARES Act was discussed. The School received approximately \$64,000 with the purpose of the funds to be used by the School for COVID-19-related expenses. ODE is expected to release CARES Act funds and provide guidance on expending funds in the near future.

The Five-Year Financial Forecast was discussed. Minor adjustments were made to the plan since it was last presented to the Board in October.

The approval of the Treasurer Report was brought forward for consideration by the Board. Upon Motion duly made by Member Wilcox to adopt the Treasurer Report without amendment, seconded by Member Williams, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	Other (<i>Abstain, Not Present, etc.</i>)
Jacquelyn May	X		
David Shock	X		
Jeff Wilcox	X		
Jeff Williams	X		
LaTanya Wilson	X		

d. Legal Update

Mr. Garcar gave the Legal Update. The May Legal Update was presented to the Board for review. An overview of CARES Act funding was given. An overview of resolutions before the Board was given.

IV. Old Business

Mr. Zimmerman gave an updated presentation on ZIM Consulting's proposal to provide grant research and grant writing services to the School. The earliest ZIM Consulting could begin work would be early June. All grant research should be completed six to eight weeks after beginning work.

Mr. Wilcox asked how the School would use grant funds. Ms. Hawley stated that the School could utilize grant funds in the Makery. Mr. Zimmerman stated that the grant research will gather information on whether prospective foundations provide funding for project-specific funding or operational funding.

Chairwoman Wilson asked how COVID-19 has affected foundations. Ms. Hayes stated that many foundations have increased the number of grants they are distributing to non-profits in light of the challenging circumstances the pandemic has created.

Upon Motion duly made by Member Wilcox to adopt the ZIM Consulting Proposal without amendment, seconded by Member Shock, the Motion passed with a majority vote of members present.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Jacquelyn May			<i>Not present</i>
David Shock	X		
Jeff Wilcox	X		
Jeff Williams		X	
LaTanya Wilson	X		

V. New Business

a. Resolution, Adoption/Approval Five-Year Forecast

The Five-Year Forecast was brought forward for Board consideration. A discussion was had. Upon Motion duly made by Member Williams to adopt the Five-Year Forecast without amendment, seconded by Member May, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Jacquelyn May	X		
David Shock	X		
Jeff Wilcox	X		
Jeff Williams	X		
LaTanya Wilson	X		

b. Resolution, Adoption/Approval Attendance, Absence, & Truancy Policy

The Attendance, Absence, & Truancy Policy was brought forward for Board consideration. A discussion was had. Upon Motion duly made Member Wilcox to adopt the Attendance, Absence, & Truancy Policy without amendment, seconded by Member Shock, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Jacquelyn May	X		
David Shock	X		
Jeff Wilcox	X		
Jeff Williams	X		
LaTanya Wilson	X		

c. Resolution, Adoption/Approval Plans for Completion of Make-up Days via Web Access, Blizzard Bag Policy

The Plans for Completion of Make-up Days via Web Access, Blizzard Bag Policy, was brought forward for Board consideration. A discussion was had. Upon Motion duly made by Member Williams to adopt the Plans for Completion of Make-up Days via Web Access, Blizzard Bag Policy without amendment, seconded by Member May, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Jacquelyn May	X		
David Shock	X		
Jeff Wilcox	X		
Jeff Williams	X		
LaTanya Wilson	X		

d. Resolution, Adoption/Approval Enrollment Packet 2020/2021 Academic Year

The Enrollment Packet for the 2020/2021 Academic Year was brought forward for Board consideration. A discussion was had. Upon Motion duly made by Member Wilcox to adopt the Enrollment Packet 2020/2021 Academic Year without amendment, seconded by member Williams, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Jacquelyn May	X		
David Shock	X		
Jeff Wilcox	X		
Jeff Williams	X		
LaTanya Wilson	X		

e. Resolution, Adoption/Approval Personnel Report April 16, 2020-May 13, 2020

The Personnel Report from April 16, 2020-May 13, 2020 was brought forward for Board consideration. A discussion was had. Upon Motion duly made by Member Wilcox to adopt the Personnel Report April 16, 2020-May 13, 2020, without amendment, seconded by Member Shock, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Jacquelyn May	X		
David Shock	X		
Jeff Wilcox	X		
Jeff Williams	X		
LaTanya Wilson	X		

f. Resolution, Adoption/Approval Executive Package Insurance Policy 2020/2021 Academic Year

The Executive Package Insurance Policy for the 2020/2021 Academic Year was brought forward for Board consideration. A discussion was had. Upon Motion duly made by Member Shock to

adopt the Executive Package Insurance Policy 2020/2021 Academic Year without amendment, seconded by Member May, the Motion passed by unanimous affirmative vote.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Jacquelyn May	X		
David Shock	X		
Jeff Wilcox	X		
Jeff Williams	X		
LaTanya Wilson	X		

g. Resolution, Adoption/Approval Fiscal Officer Internal Financial Policies Manual

The Fiscal Officer Internal Financial Policies Manual was brought forward for Board consideration. A discussion was had. Upon Motion duly made by Member Wilcox to adopt the Fiscal Officer Internal Financial Policies Manual without amendment, seconded by Member Shock, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Jacquelyn May	X		
David Shock	X		
Jeff Wilcox	X		
Jeff Williams	X		
LaTanya Wilson	X		

h. Discussion, Paycheck Protection Program

Mr. Massa gave the Board an overview of the Paycheck Protection Program and recommended that the Board apply for the loan due to the financial uncertainty which exists surrounding the state's funding of education moving into the 2020/2021 Academic Year. Mr. Kuric recommended that the Board approve applying for the loan.

Upon Motion duly made by Member Wilcox to Apply, Accept, and Distribute Paycheck Protection Program Loan proceeds without amendment, seconded by Member Williams, the Motion passed by unanimous affirmative vote of members present.

Roll Call Board Member	AYE	NAY	Other (Abstain, Not Present, etc.)
Jacquelyn May			<i>Not present</i>
David Shock	X		
Jeff Wilcox	X		
Jeff Williams	X		
LaTanya Wilson	X		

VI. Open Discussion

There was no Open Discussion.

VII. Date/time and location for next meeting

Regular Board Meeting Monday, June 15, 2020 6:00 p.m. Eastern, via electronic communication.

VIII. Adjournment

There being no further business to come before the Board, upon Motion duly made by Member Wilcox to adjourn the May 18, 2020 Regular Board meeting of iLEAD Spring Meadows, seconded by Member Shock, the Motion passed by unanimous affirmative vote of members present. The meeting adjourned at 7:34 p.m.

Roll Call Board Member	AYE	NAY	Other (<i>Abstain, Not Present, etc.</i>)
Jacquelyn May	X		
David Shock	X		
Jeff Wilcox	X		
Jeff Williams	X		
LaTanya Wilson	X		

APPROVAL AND ADOPTION OF MINUTES

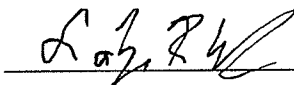
The Motion to approve and adopt the Minutes from the May 18, 2020 Regular

Board meeting of iLEAD Spring Meadows with /without amendments made by

Member Jeff Wilcox, seconded by Member Jacquelyn May

Board Member Name/Initials	AYE	NAY	OTHER (abstain, not present, etc.)
Jacquelyn May	✓		
David Shock			Not present
Jeff Wilcox	✓		
Jeff Williams			Not present
LaTanya Wilson Chairwoman	✓		

Executed and adopted by a vote of the Board on this 15th day of June, 2020.



LaTanya Wilson, Chairwoman
iLEAD Spring Meadows