

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 November 16, 2020, via electronic communication.

Board Members in Attendance:

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

Board Members Not in Attendance:

Tricia Maassel

Guests in Attendance:

Sarah Hawley, School Director, iLEAD Spring Meadows
Sarah Bennett, Assistant School Director, iLEAD Spring Meadows
Dave Massa, Fiscal Officer, Massa Financial Solutions
Lesley Gillen, Massa Financial Solutions
Amer Kuric, Chief Strategy Officer, Marker Learning Network
Kristin Katakis, Northwest Ohio Regional Representative, Ohio Council of Community Schools
Jonelle Godfrey, New School Development & Board Support, Maker Learning Network
Nicole Huguenin, Curriculum Team Services, Maker Learning Network
Lynn Boop, Leadership Support Director, Maker Learning Network
Michael Garcar, Board Liaison, Callender Law Group

I. Sign-in/ A Call to Order

The meeting was called to order at 6:00 p.m. by Chairwoman Wilson. A quorum was present for the meeting.

II. Adoption/ Approval of Minutes from Previous Board Meeting

Minutes from the October 19, 2020 Board meeting

The minutes from the October 19, 2020, Board Meeting were brought forward for Board consideration. A discussion was had. Upon Motion duly made by Member Williams to adopt the minutes from the October 19, 2020, Board Meeting 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.)
Tricia Maassel			<i>Not present</i>
Jacquelyn May	X		
David Shock	X		
Jeff Williams	X		
LaTanya Wilson	X		

III. Reports and Updates

a. Operator Report

Ms. Hawley gave the Operator Report. Academics were discussed. The curriculum continues to be offered in both virtual and blended learning options. Learners that have chosen the virtual learning option have been split into two (2) cohorts. Approximately 112 students have chosen the virtual option and about 126 students have chosen the hybrid model. The 3rd Grade Reading Assessment and the Kindergarten Readiness Assessment were completed by all students.

COVID-19 was discussed. The School provides a weekly report to the Lucas County Health Department which identifies the number of positive cases and the number of quarantined staff and students. This report is also posted on the 'Public Information' portion of the School's website. Since November 1st, the School has had two (2) positive tests. Ms. Hawley stated that due to the rising number of cases in the Toledo area and the increasing number of staff and students who are quarantining because of COVID-19, the School may move to virtual learning for the foreseeable future.

Educational technology was discussed. The school received a shipment of 30 Chromebooks. These devices have been distributed to families as needed.

Professional development was discussed. A staff in-service day was held on October 2nd. Topics discussed included COVID-19 updates and review of protocols, reflective supervision planning, and individual learner plans.

School activities were discussed. Free meals are being offered for all students through the end of the academic year. Meals are distributed to hybrid learning students the last day of the school week, while all virtual learning students can pick up meals every Wednesday.

School enrollment and recruitment were discussed. The School has an enrollment of about 238 learners. The School continues to host a weekly virtual open house for prospective families, advertise in a local parenting magazine, in addition to running social media advertisements.

The Superintendent's Residency Verification Report was given. Two (2) families updated their primary address during the month. There are no residency disputes open.

Ms. Godfrey gave the Maker Learning Report.

b. Sponsor Report

Ms. Katakis gave the Sponsor Report. The Progress Report for the 2019/2020 academic year was discussed. The School exceeded expectations in the areas of legal compliance and organizational and operational performance. The financial performance indicator is still pending. Ms. Katakis stated that the prospects for reauthorization are likely.

c. Treasurer Report

Mr. Massa gave the Treasurer Report. The October financial statement was presented to the Board for review. The School is still being reimbursed at an FTE amount that is very similar to

the previous academic year. OCCS will request that the School complete a Performance Improvement Plan pertaining to the School most likely not meeting financial indicators. Massa Financial Services will take the lead on completing this document.

The Paycheck Protection Program (PPP) was discussed. Massa Financial Services will be submitting an application to have the government forgive the School's PPP loan. This should be done prior to the end of the year.

Chairwoman Wilson inquired about the factoring agreement the Board has with Charter Asset Management. Mr. Massa stated that the School is still using these funds given the School's lower than expected enrollment. If the PPP loan is forgiven, it is possible that the School would have the necessary cash to extinguish the factoring agreement.

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

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

d. Legal Update

Mr. Garcar gave the Legal Update. The November Legal Update was presented to the Board for review. Mr. Garcar gave an overview of resolutions that the Board will be asked to vote on in the 'New Business' portion of the meeting.

A discussion was had in regard to extending the time in which Board Meetings can be held virtually.

Resolution, Adoption/Approval Authority to Amend Remote Learning Plan

Mr. Garcar stated that if the School is to move to only remote learning, it would be best for the Board to pass a resolution authorizing the Operator to amend the remote learning plan unilaterally. A discussion was had. Upon Motion duly made by Member May to authorize the Operator to unilaterally alter the remote learning plan, 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.)
Tricia Maassel			<i>Not present</i>
Jacquelyn May	X		
David Shock	X		
Jeff Williams	X		
LaTanya Wilson	X		

IV. Committee Reports

- a. Executive Committee- no report at this time.
- b. Audit & Finance Committee- no report at this time.
- c. Personnel Committee- no report at this time.
- d. Student Appeals & Discipline Committee- no report at this time.
- e. Fundraising Committee- no report at this time.

V. Old Business

There was no Old Business discussed.

VI. New Business

a. Resolution, Adoption/Approval Academic Prevention & Intervention Policy

The Academic Prevention & Intervention Policy was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made Member Williams to adopt the Academic Prevention & Intervention Policy 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.)
Tricia Maassel			<i>Not present</i>
Jacquelyn May	X		
David Shock	X		
Jeff Williams	X		
LaTanya Wilson	X		

b. Resolution, Adoption/Approval State of Emergency Policy

The State of Emergency Policy was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Member Shock to adopt the State of Emergency Policy 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.)
Tricia Maassel			<i>Not present</i>
Jacquelyn May	X		
David Shock	X		
Jeff Williams	X		
LaTanya Wilson	X		

c. *Resolution, Adoption/Approval State of Emergency Policy, Academic Provisions*

The State of Emergency Policy, Academic Provisions was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Member Williams to adopt the State of Emergency Policy, Academic Provisions without amendment, seconded by Member May, the Motion passed by unanimous affirmative vote of members present

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

d. *Resolution, Adoption/Approval Parent/Family/Caregiver Engagement Policy*

The Parent/Family/Caregiver Engagement Policy was brought forward for consideration by the Board. A discussion was had during the Legal Update. Upon Motion duly made by Member May to adopt the Parent/Family/Caregiver Engagement Policy 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.)
Tricia Maassel			<i>Not present</i>
Jacquelyn May	X		
David Shock	X		
Jeff Williams	X		
LaTanya Wilson	X		

e. *Resolution, Adoption/Approval Personnel Report September 15, 2020-November 10, 2020*

The Personnel Report was brought forward for consideration by the Board. A discussion was had pertaining to changes in the School's staffing level. Upon Motion duly made by Member Williams to adopt the Personnel Report September 15, 2020-November 10, 2020, without amendment, seconded by Member May, the Motion passed by unanimous affirmative vote of members present.

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

VII. Open Discussion

There was no Open Discussion.

VIII. Date/time and location for next meeting

Regular Board Meeting, January 11, 2021 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 Shock to adjourn the November 16, 2020, Regular Board Meeting of iLEAD Spring Meadows, seconded by Member Williams, the Motion passed by unanimous affirmative vote of members present. The meeting adjourned at 6:48 p.m.

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

APPROVAL AND ADOPTION OF MINUTES

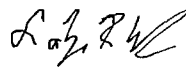
The Motion to approve and adopt the Minutes from the November 16, 2020, Regular

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

Member Williams, seconded by Member Maassel.

Board Member Name/Initials	AYE	NAY	OTHER (<i>abstain, not present, etc.</i>)
Tricia Maassel	X		
Jacquelyn May	X		
David Shock	X		
Jeff Williams	X		
LaTanya Wilson Chairwoman	X		

Executed and adopted by a vote of the Board on this 11th day of January, 2021.



*LaTanya Wilson, Chairwoman
iLEAD Spring Meadows*