

# iLEAD SCVi Board

## Minutes

### Board Meeting

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#### **Date and Time**

Thursday October 22, 2015 at 4:30 PM

#### **Location**

SCVi Village 28060 Hasley Canyon Rd. #200, Castaic, CA 91384

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Room: SCVi Village 28060 Hasley Canyon Rd. #200, Castaic, CA 91384 The Board of Directors may be reached via: • e-mail at: Amber Raskin [amber.raskin@ileadschools.org](mailto:amber.raskin@ileadschools.org), Wendy Ruiz [wendylruiz@gmail.com](mailto:wendylruiz@gmail.com), Greg Kimura [gregkimura3@sbcglobal.net](mailto:gregkimura3@sbcglobal.net), John Vescovo [jvescovo@bkofsc.com](mailto:jvescovo@bkofsc.com), Dustin Lengning [dustin.lengning@scvi-k12.org](mailto:dustin.lengning@scvi-k12.org) U.S. mail at: 28060 Hasley Canyon Rd. #200, Castaic, CA 91384 • Or by leaving a message with the SCVi Receptionist at (661) 705-4820 The Board of Directors is not allowed to take action on any item that is not on the Agenda, except as authorized by Government Code Section 54954.2.

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#### **Board Members Present**

Amber Raskin, Greg Kimura, John Vescovo, Rowan Johnson, Wendy Ruiz

#### **Board Members Absent**

Dustin Lengning, Nova Mandel

#### **Guests Present**

Brad Koeppenick, Daniel Rios, Dawn Evenson, Elaine Williamson, Erin Acquaviva, Jack Kirby, Jeff Goldman, Jenner Jose, Jody Kirby, Julie Basse, Keith Raskin, Luke Salzarulo, Myron Breitstein, Nick Kirby, Phil Oseas, Rachel Frank, Stephen Fronkin, Steve Ryan

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### **I. Opening Items**

#### **A.Record Attendance and Guests**

#### **B.Call the Meeting to Order**

Amber Raskin called a meeting of the board of directors of iLEAD SCVi Board to order on Thursday Oct 22, 2015 @ 4:41 PM at SCVi Village 28060 Hasley Canyon Rd. #200, Castaic, CA 91384.

#### **C.Pledge of Allegiance**

#### **D.Approve Minutes**

J. Vescovo made a motion to approve minutes from the Board Meeting on 09-24-15.

Wendy Ruiz seconded the motion.  
The board **VOTED** unanimously to approve the motion.

## **II. Approval of The Agenda**

### **A.Approve Agenda**

A. Raskin made a motion to Approve the Agenda of 10/22/15.  
John Vescovo seconded the motion.  
The board **VOTED** unanimously to approve the motion.

## **III. Approval of Consent Items**

### **A.Personnel Report**

J. Vescovo made a motion to Approve the Personnel Report.  
Wendy Ruiz seconded the motion.  
The board **VOTED** unanimously to approve the motion.

### **B.High Risk Activity Permission Form**

J. Vescovo made a motion to Approve the High Risk Activity Permission Form.  
Wendy Ruiz seconded the motion.  
The board **VOTED** unanimously to approve the motion.

### **C.LACOE Contract Addendum for 2015-16 Services**

J. Vescovo made a motion to Approve the LACOE Contract Addendum for 2015/16 Services.  
Wendy Ruiz seconded the motion.  
The board **VOTED** unanimously to approve the motion.

### **D.Approval of 2015-16 SCVi Property Tax Exemption Submission**

J. Vescovo made a motion to Approve the 2015-16 SCVi Property Tax Exemption Submission.  
Wendy Ruiz seconded the motion.  
The board **VOTED** unanimously to approve the motion.

## **IV. Reports and Communication to the Board of Directors**

### **A.Director Report - Upper & Lower School**

See Report: 2 New Facilitators were hired and 1 were moved from 4/5 class to MS.  
• Looking for a new Upper School IB Art facilitator. Lisa Latimer explain what YOUiversity is - giving educate space for MS learners to collaborate research and make. Separate workshop units where learners can work in a quite space and they can work independently in open spaces. Learners are going to make a product and market it. John Vescovo wanted to know if surplus furniture was addressed and if all the other schools sites received their furniture before it gets returned. Matt Watson said that a email from Josh Van Houten was sent to all the sites regarding furniture and he is sure that all sites needs have been met. The company will pick up excess and the school will be refunded.

### **B.Student Board Member Report**

No Student Board Report

### **C.Enrollment Report**

See Attachment: Kim Cardinal gave an enrollment update to the board. Amber explains that "Innovation Studios" was both the Charter and the Program. The

Charter was renamed to eliminate confusion. Innovation Studios falls under SCVi because its already accredited so the High School Learners can go to a credited program. Erin Acquaviva explain that in an effort to mainstream and bring the programs together they changed the name SCVi Independent Study to Exploration. Ilead Exploration is the title for the Independent study program (classic Home Study). The Board request that in the future when we receive monthly Enrollment updates from Kim Cardinal that it indicates how many learners are enrolled, how many open spots we have. Maybe in the form of a Google doc that the Directors can fill in.

#### **D.CMO Directors' Reports**

Please see report: Jenner Jose gave an update of the success of OnBoarding all new employees for SCVi & iCC1. Some challenges they faced were managing the hiring process & training additional sites with HR related procedures for example: How does an employee request time off for vacation or sick leave. To help remedy the problem, they developed a subcommittee of various CMO directors and other directors of different departments who get together to streamline the process. HR gets monthly training from Paychecks to implement all the phases and this will allow employees to interact electronically with HR portal. Amber reiterate that ILEAD has a mission to spread deeper learning and Project bases learning in students. On that basis the new Learning communities were welcomed to iLEAD Charter. Focus on Strengths, Problem solving and Leadership.

### **V. Items for Board Discussion and Consideration**

#### **A.Mandarin Courses**

Jody Kirby & Jack Kirby address the board regarding their concerns about the IB Program and SCVi being a full IB School. She wants the classes that's being offered in the lower grades to be carried through to the High School. In year one there was a decision made that SCVi will be an IB School and we need to commit to that by supplying the books, resources and programs. She wants to know as a parent how does she help to facilitate that. Amber ask Jody to re-address the financial aspect again during the Spring when they are going over the budget planning. Amber wants the Directors to discuss the IB Program and see if there are any staffing or budget issues to be addressed.

#### **B.IB Track/Courses**

Please see previous item - Mandarin Courses. Both items were discussed simultaneously.

#### **C.Adding Board Members**

Amber mentioned that both boards need new Board members. Process for adding board members: starting with interviews, presenting to the board, nomination, then vote for appointment. A lot of parents are applying, but we need to seek out people that are not parents to have a variety of stakeholders so that we can have different voices. If any of you know someone who wants to be on either Board, please send them our way.

### **VI. Board Action Items**

#### **A.SCVi Harvest Expeditions Trip**

J. Vescovo made a motion to TABLED the SCVi Harvest Expedition Trip. Wendy Ruiz seconded the motion.

The board **VOTED** unanimously to approve the motion. The Harvest Expedition Trip will be TABLED till next year.

### **B.Updated graduation requirements**

G. Kimura made a motion to TABLED the Updated graduation requirements for the next Board meeting.

Wendy Ruiz seconded the motion.

The board **VOTED** unanimously to approve the motion. Matt Watson had to leave early and he will present it at the next Board Meeting.

### **C.Petty cash for groups**

J. Vescovo made a motion to Approve the Petty Cash for Groups.

Wendy Ruiz seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **D.Revised Fiscal Policy**

J. Vescovo made a motion to TABLED the Revised Fiscal Policy for the next Board Meeting.

Wendy Ruiz seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **E.2015-16 EPA Resolution**

J. Vescovo made a motion to Approve the 2015-16 EPA Resolution.

Wendy Ruiz seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **F.Updated Bylaws**

J. Vescovo made a motion to Approve the Updated Bylaws.

Wendy Ruiz seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **G.Adding Board Members**

#### **H.Prop 39 - Planning Study Agreement**

J. Vescovo made a motion to add the Prop 39 - Planning Study to the Agenda.

Wendy Ruiz seconded the motion.

The board **VOTED** unanimously to approve the motion.

J. Vescovo made a motion to Approve the Prop 39 - Planning Agreement.

Wendy Ruiz seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **I.Family Guidebook - Section 5 - Technology**

G. Kimura made a motion to add the Family Guidebook - Section 5 - Technology to the Agenda.

Wendy Ruiz seconded the motion.

The board **VOTED** unanimously to approve the motion.

G. Kimura made a motion to Approve the Family Guidebook - Section 5 - Technology.

Wendy Ruiz seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **VII. Closing Items**

### **A.Next Board Meeting**

November 19, 2015

**B.Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:22 PM.

Respectfully Submitted,  
Greg Kimura