

# iCC1 Board

## Meeting Minutes: Thursday, April 20, 2017

**Date/time:** Thursday, April 20, 2017 Started: 5:01 PM Ended: 6:12 PM  
**Location:** SCVi 'The Village' at 28060 Hasley Canyon Road, Castaic, CA 91384. Call in from: 3111 Camino Del Rio N., Suite 203, San Diego, CA 92108. 661-904-9111  
**Purpose/notes:** Regular scheduled meeting  
**Chaired by:** John Vescovo  
**Minuted rec. by:** Wendy Ruiz  
**Status:** Minutes drafted

### Attendance

**Present:** Julie Basse, Myron Breitstein, Elizabeth DeFrancis, Patrick Hill, Pat Loncaric  
**Late:** John Vescovo  
**Absent:** Amer Kuric  
**Invited guests:** Michele Bowes (Absent), Kim Cardinal (Absent), Mark Chandler (present), Anne Cochran (Absent), Dawn Evenson (present), Heather Ferenc (Absent), Rachel Frank (Absent), Farnaz Kaufman (Absent), Danijela Kuric (Absent), Tricia Luckerth (present), Phil Oseas (present), Amber Raskin (Absent), Wendy Ruiz (Absent), Dave Trejo (present)

### Meeting documents

44 documents attached to agenda items below

### Agenda

#### 1. Opening Items

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##### 1.1. Record Attendance and Guests

**Status:** Completed

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##### 1.2. Call the Meeting to Order

Called to order at 5:01 p.m.

**Status:** Completed

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##### 1.3. Pledge of Allegiance

**Status:** Completed

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##### 1.4. Approve Minutes

**Status:** Parked

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#### 1.4.1. Approve Minutes Meeting September 1, 2016

**Resolution #:**

**Moved:** Elizabeth DeFrancis

**Seconded:** Dawn Evenson

**Status:** Carried

**Vote:** Unanimous

- Board Minutes\_9-1-2016\_v3.pdf
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#### 1.4.2. Approve Minutes Meeting December 1, 2016

**Resolution #:**

**Moved:** Elizabeth DeFrancis

**Seconded:** Dawn Evenson

**Status:** Carried

**Vote:** Unanimous

- Board Minutes\_12-1-2016\_v2.pdf
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#### 1.4.3. Approve Minutes Special Meeting March 15, 2017

**Resolution #:**

**Moved:** Elizabeth DeFrancis

**Seconded:** Dawn Evenson

**Status:** Carried

**Vote:** Unanimous

- Board Minutes\_3-15-2017\_v1.pdf
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## 2. Closed Session Report: With respect to every item in closed session pursuant to Section

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### 2.1. A54956.8 Conference with real property negotiators

**Status:** Completed

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### 2.2. B54957 : Personnel

**Status:** Completed

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### 2.3. C54957 : Student

**Status:** Completed

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## 3. Approval of Agenda

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### 3.1. Approval of Agenda

Agenda was amended to add the following:

8.3 and 9.3: ELL Reclassification, presented by Matt Watson

8.4: Travel Policy

**Resolution #:**

**Moved:** Dawn Evenson

**Seconded:** Elizabeth DeFrancis

**Status:** Carried

**Vote:** Unanimous

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## 4. Public Comments

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4.1. Date next meeting: Tuesday, June 6, 2017 at 6:00 p.m.

**Status:** Completed

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4.2. Public Comments

The public may address the ICC1 governing board regarding any item within the Board's jurisdiction whether or not that item appears on the agenda during this time. If you wish to address the Board, please complete a public comment card. Comments for the public will be limited to 3 minutes.

**Status:** Completed

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## 5. Curriculum Moment

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5.1. NoHo and Encino Speech and Debate Team

Presentation by Iain Lampert, Speech and Debate Coach, and NoHo Learner A.J. Moore

**Status:** Completed

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## 6. Approval of Consent Items

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6.1. Personnel Report December 2016 to March 2017

**Resolution #:**

**Moved:** Elizabeth DeFrancis

**Seconded:** Mark Chandler

**Status:** Carried

**Vote:** Unanimous

- Personnel Report\_iCC1 Dec-Apr 2016 (1).pdf
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## 6.2. Bay Alarm Agreement - new system - AV

**Resolution #:**

**Moved:** Elizabeth DeFrancis

**Seconded:** Mark Chandler

**Status:** Carried

**Vote:** Unanimous

- AV-Fire Alarm Alt-Add Agreement 3.pdf
  - AV-Fire Alarm Proposal.pdf
- 

## 6.3. Audit Representation Letter 11.14.2016

**Resolution #:**

**Moved:** Elizabeth DeFrancis

**Seconded:** Mark Chandler

**Status:** Carried

**Vote:** Unanimous

- Audit Mgmt Rep Ltr iLEAD Hybrid on letterhead 11.14.docx
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## 6.4. Moon Tide Ad agreement - Enc and NoHo

**Resolution #:**

**Moved:** Elizabeth DeFrancis

**Seconded:** Mark Chandler

**Status:** Carried

**Vote:** Unanimous

- MoonTide ad agreement - Enc and NoHo.pdf
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## 6.5. Bay Alarm - Add'l Work - Encino

**Resolution #:**

**Moved:** Elizabeth DeFrancis

**Seconded:** Mark Chandler

**Status:** Carried

**Vote:** Unanimous

- Bay Alarm - Encino add motions.pdf
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## 6.6. Vortex Door Repair - Enc

**Resolution #:**

**Moved:** Elizabeth DeFrancis

**Seconded:** Mark Chandler

**Status:** Carried

**Vote:** Unanimous

- Vortex Door repair - Enc.pdf
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## 6.7. CDE Lunch Exemption 10.2016 - Pac

**Resolution #:**

**Moved:** Elizabeth DeFrancis

**Seconded:** Mark Chandler

**Status:** Carried

**Vote:** Unanimous

- Pacoima CDE Exemption Oct 2016 (1).pdf
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## 6.8. White Star Agreement - AV

**Resolution #:**

**Moved:** Elizabeth DeFrancis

**Seconded:** Mark Chandler

**Status:** Carried

**Vote:** Unanimous

- White Star agreement - AV.pdf
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## 7. Reports and Communication to the Board of Directors

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### 7.1. Enrollment Report P-2

Attendance report for 'P-2' 7/1/16 to 3/23/17.

Dawn Evenson is requesting an Enrollment Report to be presented at each board meeting.

**Status:** Completed

- iLEAD Hybrid P2 ADA Signed (1) (1).pdf
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### 7.2. Director's Reports

**Status:** Completed

- Director report March.April 2017 - AV.pdf
  - Enc-Directors\_\_Report\_April2017.docx.pdf
  - NoHo Director's April 2017 Board Update.pdf
  - Pacoima\_Director\_\_Report-April\_2017.docx.pdf
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### 7.3. Final Audit Report 2015-2016

**Status:** Completed

- AJE Report.pdf
- iLEAD California Charters 1\_Hybrid Audit Rpt 16.pdf

- Required Communications per Standards.pdf
  - VLS Audit report 2015-16.pdf
  - WTB.pdf
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#### 7.4. Non-profit IRS 990 Filing

**Status:** Completed

- Form 990 iLEAD Charters 1 2015-16.pdf
  - Form 990 e-file iCC1 Fed and State Authorizations 2015-16.pdf
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### 8. Items for Board Discussion and Consideration

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#### 8.1. 403(b) Tax-Sheltered Annuity Plan

**Status:** Completed

- iCC1 403(b) Plan Board Resolution.pdf
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#### 8.2. iLEAD Wellness Policy

**Status:** Completed

- Wellness Policy 2016[6] (2).pdf
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#### 8.3. ELL Reclassification Policy

Matt Watson to present.

**Status:** Completed

- Hybrid-ELL Reclassification Grade 2 Rubric 2b.pdf
  - Hybrid-ELL Reclassification Grades 3-5 Rubric 2c.pdf
  - Hybrid-ELL Reclassification Grades 6-8 Rubric 2d.pdf
  - Hybrid-ELL Reclassification Grades9-12 Rubric 2e.pdf
  - Hybrid-ELL Reclassification K1 Rubric 2a.pdf
  - Hybrid-ELL Reclassification Monitoring Form.pdf
  - Hybrid-ELL Reclassification Policy4.2017.pdf
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#### 8.4. Facilitator Transportation Policy

Dawn Evenson is ok with the current policy. Our insurance company advised against it, but we will keep it 'as is'.

**Status:** Completed

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### 9. Board Action Items

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#### 9.1. 403(b) Tax-Sheltered Annuity Plan

**Resolution #:**

**Moved:** Dawn Evenson

**Seconded:** Elizabeth DeFrancis

**Status:** Carried

**Vote:** Unanimous

- iCC1 403(b) Plan Board Resolution.pdf
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## 9.2. iLEAD Wellness Policy

**Resolution #:**

**Moved:** Elizabeth DeFrancis

**Seconded:** John Vescovo

**Status:** Carried

**Vote:** Unanimous

- Wellness Policy 2016[6] (2).pdf
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## 9.3. ELL Reclassification Policy

**Resolution #:**

**Moved:** Dawn Evenson

**Seconded:** Elizabeth DeFrancis

**Status:** Carried

**Vote:** Unanimous

- Hybrid-ELL Reclassification Grade 2 Rubric 2b.pdf
  - Hybrid-ELL Reclassification Grades 3-5 Rubric 2c.pdf
  - Hybrid-ELL Reclassification Grades 6-8 Rubric 2d.pdf
  - Hybrid-ELL Reclassification Grades9-12 Rubric 2e.pdf
  - Hybrid-ELL Reclassification K1 Rubric 2a.pdf
  - Hybrid-ELL Reclassification Monitoring Form.pdf
  - Hybrid-ELL Reclassification Policy4.2017.pdf
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# 10. Treasurer's Report

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## 10.1. Financial Reporting

**Status:** Completed

- iCC1 2016-17 Second Interim Letter.pdf
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## 10.2. Cash Flow

**Status:** Completed

- Hybrid Check register 4.17.2017.pdf
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## 10.3. Financial Statements

**Status:** Completed

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11. Additional Communication from the Public

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12. Final Board Member Comments

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13. Items for next meeting

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14. Closing Items

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