



# MEETING MINUTES - iLEAD Lancaster Board

Board Approved: March 23, 2020

## Meeting

**Date** Thursday, January 30, 2020  
**Started** 6:00 PM  
**Ended** 6:58 PM  
**Location** Address: 254 E. Ave. K-4, Lancaster, CA 93535  
Zoom <https://zoom.us/j/5395735793>  
Meeting ID: 539 573 5793  
Dial in Number: 1-669-900-6833  
**Purpose** Regular Scheduled Meeting  
**Chaired by** Latorra Saxton  
**Recorder** KeKe Montoya

## Meeting documents

## Minutes

### 1. Opening Items

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#### 1.1. Call The Meeting To Order

Meeting was called to order at 6:00 pm.

**Status:** Completed

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#### 1.2. Roll Call

Latorra Saxton and Lee Smith were present. Keith Faulkner was absent.

**Status:** Completed

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#### 1.3. Pledge Of Allegiance

Michelle Bowes lead the Pledge of Allegiance.

**Status:** Completed

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#### 1.4. Approve Agenda

Motion: Latorra Saxton

Second: Lee Smith

Approved Unanimously

**Status:** Completed

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#### 1.5. Approve Minutes

Kim Lytle asked to table the June 26, 2019 minutes because Keith Faulkner was absent.

All other meeting minutes (09-26-2019, 10-15-2019, and 12-17-2019) were approved.

Motion: Latorra Saxton



Second: Lee Smith

Approved Unanimously

**Status:** Completed

- Minutes-2019-06-26-v1.pdf
  - Minutes-2019-09-26.pdf
  - Minutes-2019-10-15.pdf
  - Minutes-2019-12-17.pdf
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## 2. Curriculum Moment

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### 2.1. Curriculum Moment

Kinder and 8th grade learners presented a short summary of their experience on their field study to the Long Beach Aquarium and their POL on how they can become active and knowledgeable to create positive change in our environment.

**Status:** Completed

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## 3. Public Comments

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### 3.1. Public Comments

The public may address the iLEAD Lancaster 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.

No Public Comments were made.

**Status:** Completed

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## 4. Consent Items

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### 4.1. Personnel Report

Motion: Latorra Saxton

Second: Lee Smith

Approved Unanimously

**Status:** Completed

- Personnel Report\_Lancaster 1.23.20.pdf
- 

### 4.2. Check Register

Motion: Latorra Saxton

Second: Lee Smith

Approved Unanimously

**Status:** Completed

- Lancaster CCU check register through 19.12.31.xlsx



- Lancaster Mission Bank Check register through 19.xlsx
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### 4.3. LCAP Self Reflection

Motion: Latorra Saxton

Second: Lee Smith

Approved Unanimously

**Status:** Completed

- iLEAD Lancaster Priority Self-Reflection Tool.pdf
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## 5. Discussion And Reports

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### 5.1. Director's Report

Nykole Kent presented the Director's Report and answered any questions.

**Status:** Completed

- Site Director Board Report - Jan2020.pdf
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### 5.2. Financial Report

Kelly O'Brien, iLEAD Support Provider, presented the Financial Report.

**Status:** Completed

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### 5.3. 2018 - 2019 State Test Scores

Nykole Kent presented the State Test Scores and answered any questions.

**Status:** Completed

- 2015-2019 iLEAD Lancaster SBAC Change Over Time.pdf
  - 2019 iLEAD Lancaster CAST Results.pdf
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### 5.4. iLEAD Foundation Updates

Lois Bauccio, iLEAD Schools Development Consultant, presented the Foundation Updates and answered any questions.

**Status:** Completed

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### 5.5. Board Member Fingerprinting

Kim Lytle explained to the Board the purpose of having the Live Scan fingerprinting performed. Both, Latorra Saxton and Lee Smith received the Livescan document and were advised to have this complete asap.

Keith Faulkner was also given a Livescan form so his fingerprints can be on record as well.

**Status:** Completed

- ileadCALiveScanClass.pdf
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### 5.6. EL Master Plan

Michelle Bowes, iLEAD Support Provider, presented the EL MASTER PLAN.



**Status:** Completed

- iLEAD Lancaster EL MASTER PLAN .pdf
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## 6. Action Items

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### 6.1. First Interim Report and P1 Attendance

Kelly O'Brien, iLEAD Support Provider, presented the First Interim Report and P1 Attendance and answered any questions.

Motion: Latorra Saxton

Second: Lee Smith

Approved Unanimously

**Status:** Completed

- First Interim Report.pdf
  - P1 Attendance.pdf
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### 6.2. Employee Harassment, Discrimination, Retaliation Prevention Policy

Kim Lytle, iLEAD Support Provider, presented the Employee Harassment, Discrimination, and Retaliation Prevention Policy and answered any questions.

Motion: Lee Smith

Second: Latorra Saxton

Approved Unanimously

**Status:** Completed

- iLEAD Lancaster Harassment, Discrimination, and Retaliation Prevention-2.pdf
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### 6.3. Homeless Policy

Kim Lytle, iLEAD Support Provider, presented the Homeless Policy and answered any questions.

Motion: Lee Smith

Second: Latorra Saxton

Approved Unanimously

**Status:** Completed

- Homeless Policy - iLEAD Lancaster - 2020.pdf
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### 6.4. Parent Engagement Policy

Kim Lytle, iLEAD Support Provider, presented the Parent Engagement Policy and answered any questions.

Motion: Lee Smith

Second: Latorra Saxton

Approved Unanimously

**Status:** Completed



- Parent Engagement Policy - iLEAD Lancaster - 2020.pdf
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## 6.5. Physical Education Policy

Kim Lytle, iLEAD Support Provider, asked that we table this policy so it can be updated.

**Status:** Completed

- Physical Education Policy - iLEAD Lancaster - 2020.pdf
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## 6.6. Board Member Roles

Latorra Saxton and Lee Smith would like to keep the Boad Member Roles in place as they are. Motion: Lee Smith

Second: Latorra Saxton

Approved Unanimously

**Status:** Completed

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## 7. Closed Session - With Respect To Every Item Of Business To Be Discussed Pursuant To Section:

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### 7.1. Government Code 54957.8 (i.e. Property Negotiations)

**Status:** Completed

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### 7.2. Government Code 54957 (i.e. Personnel)

**Status:** Completed

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### 7.3. Government Code 35146 & 48918 (i.e. Student Matters)

**Status:** Completed

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### 7.4. Government Code 54956.9 (d)(1) (i.e. Potential Litigation/Conference with Legal Counsel)

**Status:** Completed

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### 7.5. Report of Closed Session

Nothing reported. No Closed Session Held

**Status:** Completed

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## 8. Board Comments

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### 8.1. Board Comments

Lee Smith had a comment about finding the supporting documents to review before the Board Meeting. Kim Lytle explained the changes made to My Committee and the process used to locate supporting documents for review.

**Status:** Completed

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## 9. Closing Items

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### 9.1. Next Meeting - March 26, 2020 6:00 p.m.

The next Board Meeting is on March 26, 2020.

**Status:** Completed

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### 9.2. Adjournment

The Board Meeting was adjourned at 6:58 pm.

**Status:** Completed

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