



# MEETING MINUTES - iLEAD Lancaster Board Meeting

Board Approved: February 10, 2022

<b>Date</b>	Thursday, December 9, 2021
<b>Started</b>	6:12 PM
<b>Ended</b>	7:06 PM
<b>Location</b>	This meeting will be held virtually. You may join us on ZOOM at: Zoom <a href="https://zoom.us/j/5395735793">https://zoom.us/j/5395735793</a> Meeting ID: 539 573 5793 Dial in Number: 1-669-900-6833
<b>Purpose</b>	Regular Scheduled Meeting
<b>Chaired by</b>	Latorra Saxton
<b>Recorder</b>	KeKe Montoya

## Minutes

### 1. Opening Items

---

#### 1.1. Call The Meeting To Order

The meeting was called to order at 7:12PM.

**Status:** Completed

---

#### 1.2. Roll Call

All Board members were present except Beth.

**Status:** Completed

---

#### 1.3. Pledge Of Allegiance

Everyone stood up and silently recited the Pledge of Allegiance.

**Status:** Completed

---

#### 1.4. Approve Agenda

Motioned: Latorra

Seconded: LaNeshae

Unanimously Approved

**Due date:**

**Status:** Completed

---

#### 1.5. Approve Minutes

Motioned: Latorra

Seconded: LaNeshae



Unanimously Approved

**Due date:**

**Status:** Completed

Documents

- Minutes-2021-10-28-v1.pdf
- 

## 2. Curriculum Moment

---

### 2.1. Curriculum Moment

Rasheda Young presented information concerning the Mesa Program.

Makinna Barkett spoke briefly about the two different groups within the program: a building group and an essay group. She also spoke about how they are creating a waste-free city in Milan Italy and why their city is a great place to live.

**Status:** Completed

---

## 3. Public Comments

---

### 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

---

## 4. Consent Items

---

### 4.1. Personnel Report

Motioned: Latorra

Seconded: LaNeshae

Unanimously Approved

**Due date:**

**Status:** Completed

Documents

- Personnel Report\_Lancaster 11.29.2021.pdf
  - Personnel Report\_Lancaster 10.26.2021.pdf
- 

### 4.2. Check Register

Motioned: Latorra

Seconded: LaNeshae

Unanimously Approved



**Due date:**

**Status:** Completed

Documents

- Lancaster Payment Register 20211202.pdf
- 

#### 4.3. AB 361 Emergency Legislation Regarding Brown Act Meeting Requirements

Request approval of required Analysis of AB 361 Emergency Legislation regarding the ability of the Board and public to meet safely in person given measures to promote social distancing.

Motioned: Latorra

Seconded: LaNeshae

Unanimously Approved

**Due date:**

**Status:** Completed

Documents

- iLEAD Lancaster - AB 361 Emergency Legislation Regarding Brown Act Meeting Requirements.pdf
- 

## 5. Discussion And Reports

---

### 5.1. School Director Report

Nykole presented her School Director Report and answered questions of the Board.

**Status:** Completed

Documents

- Director Board Report December2021.pdf
- 

### 5.2. COVID-19 Update

Amanda Fischer presented the COVID-19 Update and answered questions of the Board.

**Status:** Completed

---

## 6. Action Items

---

### 6.1. Revised 2021-2022 Budget

Request approval of the revised 2021-2022 budget based on current enrollment, revenue, and expenditures.

Kelly O'Brien presented the Revised 2021-2022 Budget.

Motioned: Latorra

Seconded: LaNeshae

Unanimously Approved

**Due date:**

**Status:** Completed



Documents

- Lancaster 1st Interim Budget.pdf
- 

## 6.2. Revised iCA Special Education MOU

Request approval of iCA Special Education with the removal of Counselors who work directly for the schools and are not a shared resource.

Amanda Buchheit presented the Revised iCA Special Education MOU and advised it has been in effect since August.

Motioned: Latorra

Seconded: LaNeshae

Unanimously Approved

**Due date:**

**Status:** Completed

Documents

- 21-22 SPED RESOURCE SHARING (2).pdf
- 

## 6.3. Revised IEE Procedures

Request approval of Revised IEE document to reflect changes in pricing due to current industry standards.

Amanda Buchheit presented the Revised IEE Procedures.

Motioned: Latorra

Seconded: LaNeshae

Unanimously Approved

**Due date:**

**Status:** Completed

Documents

- iLEAD Lancaster REDLINE IEE Procedure and Criteria Doc.pdf
- 

## 6.4. Educator Effectiveness Plan

Request approval of the Educator Effectiveness Plan as one time staff development funding to be used through 2025-2026.

Latorra advised this is the same policy that was presented at the Special Board Meeting prior to this meeting.

Motioned: Latorra

Seconded: LaNeshae

Unanimously Approved

**Due date:**

**Status:** Completed

Documents

- iLEAD Lancaster 2021 Educator Effectiveness Block Grant DRAFT Plan.docx (1).pdf
-



## 6.5. Records Retention and Disposal Policy

Request approval of School Records and Disposal Policy to follow legally required and allowable storage and purge processes.

Kim Lytle presented the Records Retention and Disposal Policy.

Motioned: Latorra

Seconded: LaNeshae

Unanimously Approved

**Due date:**

**Status:** Completed

Documents

- iLEAD Lancaster - School Records Retention and Disposal Policy .pdf
- 

## 6.6. Learner Records Maintenance, Retention, and Destruction Policy

Request approval of Learner Records Maintenance, Retention, and Destruction Policy to follow legally required and allowable storage and purge processes.

Kim Lytle presented the Learner Records Maintenance, Retention, and Destruction Policy.

Motioned: Latorra

Seconded: LaNeshae

Unanimously Approved

**Due date:**

**Status:** Completed

Documents

- iLEAD Lancaster- Learner Records Retention and Destruction Policy.pdf
- 

## 6.7. Revised Title IX Policy

Request approval of Revised Title IX Policy recommended legal counsel based on new laws in place by the Office of Civil Rights and the U.S. Department of Education for all schools receiving federal funds.

Kim Lytle presented the Revised Title IX Policy.

Motioned: Latorra

Seconded: LaNeshae

Unanimously Approved

**Due date:**

**Status:** Completed

Documents

- iLEAD Lancaster - Title IX Policy for Sexual Harassment and Grievance Procedures(5560371.1).pdf
- 

## 6.8. iCA and iLEAD Lancaster Arts Grant MOU and Everyday Arts Agreement

Request approval of this Art Grant MOU with iLEAD CA to allow the LA County Grant to continue an arts program again this school year.



Sara McDaniels presented the iCA and iLEAD Lancaster Arts Grant MOU and Everyday Arts Agreement.

Motioned: Latorra

Seconded: LaNeshae

Unanimously Approved

**Due date:**

**Status:** Completed

Documents

- Everyday Arts & iLEAD Lancaster 2021-2022 MOU (1).pdf
  - FY2122 iLEAD LANCASTER iPERFORM MOU with iCC1.pdf
- 

## 6.9. Board Secretary Position

Recommendation to fill the role of Board Secretary.

Kim Lytle presented LaNeshea with the new Board Secretary position. LaNeshea accepted her new role as Board Secretary.

Motioned: Latorra

Seconded: LaNeshae

Unanimously Approved

**Due date:**

**Status:** Completed

---

## 6.10. LACOE Certificate of Signatures

Request approval of the LACOE Certificate of Signatures documenting Lee's resignation and the addition of La NeShae.

Kim Lytle presented the LACOE Certificate of Signatures.

Motioned: Latorra

Seconded: LaNeshae

Unanimously Approved

**Due date:**

**Status:** Completed

Documents

- iLEAD Lancaster - Certification of Signatures - .pdf
- 

## 7. Board Comments

---

### 7.1. Board Comments

Latorra thanked the Team for all that we do while making it look easy and for providing a lot of resources to our community.

LaNeshae thanked everyone for their help and said she looks forward to the 2021-2022 school year.



**Status:** Completed

---

## 8. Closing Items

---

### 8.1. Board Retreat Dates

The All Boards Retreat will be held on January 28th and 29th of 2022. Registration is open.

Kim Lytle presented the Board Retreat Dates, which will be held on January 28th and 29th of 2022 and announced registration is open.

**Status:** Completed

---

### 8.2. Next Meeting Date

Our next regularly scheduled Board meeting will take place on Thursday, February 10, 2022.

**Status:** Completed

---

### 8.3. Adjournment

The meeting was adjourned at 7:06PM.

**Status:** Completed

---