



MEETING MINUTES - iLEAD Agua Dulce Board Meeting

Board Approved: March 7, 2023

Date Tuesday, February 7, 2023
Started 5:05 PM
Ended 5:47 PM
Location Address: 11311 Frascati Street, Agua Dulce, CA 9190
Zoom Meeting: <https://zoom.us/j/5395735793>
Meeting ID: 539 573 5793
Dial in Number: 1-669-900-6833
Purpose Regular Scheduled Meeting
Chaired by Christine Johnson
Recorder Nicole Higdon

Minutes

1. Opening Items

1.1. Call The Meeting To Order

The meeting was called to order at 5:05pm.

Status: Completed

1.2. Roll Call

Christine Johnson, present

Kurt Knechtel, present

Susan Slates, present

Mary Johnson, absent

Status: Completed

1.3. Pledge Of Allegiance

The 5th grade class representatives led everyone in the Pledge of Allegiance.

Status: Completed

1.4. Approve Agenda

Motion: Susan Slates

Second: Kurt Knechtel

Mary Johnson was absent.

Motion passed unanimously.

Due date:

Status: Completed



1.5. Approve Minutes

Discuss and take action on the Board Meeting Minutes

Minutes from 11/22/22 were approved, however Susan Slates abstained due to being absent at that meeting.

Motion: Kurt Knechtel

Second: Christine Johnson

Abstain: Susan Slates

Mary Johnson was absent.

Motion passed unanimously.

Minutes from 12/6/22.

Motion: Susan Slates

Second: Kurt Knechtel

Mary Johnson was absent.

Motion passed unanimously.

Due date:

Status: Completed

Documents

- Minutes-2022-11-22-v1.pdf
- Minutes-2022-12-06-v1.pdf

2. Curriculum Moment

2.1. Curriculum Moment

Representatives from Miss Sonia's 5th grade class will be discussing their entrepreneurial plans.

Two groups came to discuss their new entrepreneurship at the school. A group of girls from 4th grade shared their homemade squishy that they sell out of the schools Creation Station shed, and all proceeds go toward the schools animals. They have raised \$500 so far and the school purchased a larger enclosure for the pigs to have during the weekends when they are not in the Kindergarten yard.

Another group of girls from the 5th grade class shared their homemade jewelry and phone charms that they are also selling out of the Creation Station shed, and they are also raising money for the animals and field trips. The two groups have a made a calendar and they split up sale days in the shed.

Status: Completed

3. Public Comments

3.1. Public Comments

The public may address the iLEAD Agua Dulce 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

Kurt Knechtel motioned to approve all four consent items. No questions or comments were made.

Motion: Kurt Knechtel

Second: Susan Slates

Mary Johnson was absent.

Motion passed unanimously.

Due date:

Status: Completed

Documents

- 02.07.23_AguaDulcePersonnelReport.pdf
-

4.2. Check Register

Kurt Knechtel motioned to approve all four consent items. No questions or comments were made.

Motion: Kurt Knechtel

Second: Susan Slates

Mary Johnson was absent.

Motion passed unanimously.

Due date:

Status: Completed

Documents

- iAD Payment Register_20230201.pdf
-

4.3. Form 990

Review updated 2020 Form 990 submitted by the auditor as you were informed was needed during the audit report given by the audit team.

Kurt Knechtel motioned to approve all four consent items. No questions or comments were made.

Motion: Kurt Knechtel

Second: Susan Slates

Mary Johnson was absent.

Motion passed unanimously.

Due date:

Status: Completed

Documents

- iLead Agua Dulce_Amended Return DRAFT.pdf

4.4. Revised LACOE Certificate Of Signatures

Updated Form Given Change In Board Members

Kurt Knechtel motioned to approve all four consent items. No questions or comments were made.

Motion: Kurt Knechtel

Second: Susan Slates

Mary Johnson was absent.

Motion passed unanimously.

Due date:

Status: Completed

Documents

- Revised iLEAD Agua Dulce - Certification of Signatures - 2_2023.pdf

5. Discussion And Reports

5.1. School Director Report

Lisa Latimer, iLEAD Agua Dulce Site Director, presented her report to the Board of Directors.

The report included fundraising updates from McTeachers Night (\$700), the Agua Dulce Fair (approximately \$1400) and they are scheduled to receive funds from the local Parade of Tables event. Initial MAP testing results are showing that reading has improved, and that reflects well on the new ELA curriculum adopted this year. WASC will be visiting February 26th - March 1st.

Status: Completed

Documents

- Site Director Board Report Template.docx.pdf

5.2. Brown Act Meeting Requirements

Discuss New Brown Act Requiements

Kim Lyle, iLEAD Support Provider, presented and answered questions of the Board.

Remote meetings due to Covid will be ending as of 2/28/223. The March meeting will be in person.

Status: Completed

Documents

- iLEAD AD - AB 361 Emergency Legislation Regarding Brown Act Meeting Requirements.pdf
- New Brown Act Changes - January 2023.pdf

5.3. ADP Time Off Requests & Bill.com Reimbursement Process

Discuss process regarding School Director time off requests and reimbursements.

Kim Lyle, iLEAD Support Provider, presented and answered questions of the Board. A Board member will be alerted to the Site Directors time off requests and reimbursements. Christine Johnson will be receiving time off requests and the Treasurer will be receiving the reimbursement requests.

Status: Completed



6. Action Items

6.1. School Accountability Report Card

Discuss and take action regarding 2021 - 2022 School Accountability Report Card outlining the required school information for public review. This document was posted to the website as required by February 1.

Alison Bravo, iLEAD Support Provider, presented her report and answered questions of the Board.

Some information mentioned was enrollment grew by 42 and the school outperformed the district in both science and math.

Motion: Kurt Knechtel

Second: Susan Slates

Absent: Mary Johnson

Unanimously passed.

Due date:

Status: Completed

Documents

- Agua Dulce 21-22 SARC.pdf

6.2. Revised Shared IP Agreement

Discuss and take action regarding the Revised Shared IP agreement.

Kim Lyle, iLEAD Support Provider, presented the report and answered question of the Board.

Motion: Kurt Knechtel

Second: Susan Slates

Absent: Mary Johnson

Unanimously passed.

Due date:

Status: Completed

Documents

- Redline - iCA - Schools -- IP Assignment and Governance Agreement (PC).pdf

6.3. 2023-2024 Calendar

Discuss and take action regarding the 2023-2024 School Calendar.

Natasha Baugh, iLEAD Support Provider, presented the calendar, no questions were asked.

Motion: Susan Slates

Second: Kurt Knecht

Absent: Mary Johnson

Unanimously passed.

Due date:



Status: Completed

Documents

- 2023-24 iLEAD Agua Dulce Calendars Track A SB & IS V2301271000.pdf
-

6.4. Revised Employee Guidebook

Discuss and take action regarding the revised Employee Guidebook updated according to legal requirements and procedures.

Natasha Baugh, iLEAD Support Provider, presented the revised guidebook, and answered questions of the Board.

New laws went into effect January 1st, including 5 days of bereavement time for employees and the days in which both hourly employees are paid and salary employees are paid have changed.

Motion: Susan Slates

Second: Kurt Knechtel

Absent: Mary Johnson

Unanimously passed.

Due date:

Status: Completed

Documents

- iLEAD Agua Dulce _Employee Guidebook(Updated Jan. 2023).pdf
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6.5. Nepotism Policy

Discuss and take action regarding the Nepotism Policy.

Natasha Baugh, iLEAD Support Provider, presented the policy, no questions were asked.

Motion: Kurt Knechtel

Second: Susan Slates

Absent: Mary Johnson

Unanimously passed.

Due date:

Status: Completed

Documents

- iLEAD Agua Dulce Anti-Nepotism Policy 2023.pdf
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7. Board Comments

7.1. Board Comments

Christine Johnson asked what the protocol is for discussions with potential new Board members. Kim Lytle shared that they are allowed to chat with candidates as they are not Board members yet, just members of the public.

There are two candidates interested in filling Lester Mascons position.

Potential Board members need to submit an application, resume, bio and photo.



Status: Completed

8. Closing Items

8.1. Next Meeting Date

Next Board meeting is scheduled for March 7, 2023 at 5PM.

The next meeting is scheduled for March 7th at 5PM and it will be in person.

Status: Completed

8.2. Adjournment

The meeting was adjourned at 5:47pm.

Status: Completed
