



MEETING MINUTES - iLEAD Lancaster Board Meeting

Board Approved: March 9, 2023

Date	Thursday, February 9, 2023
Started	6:02 PM
Ended	6:28 PM
Location	This meeting will be held virtually. You may join us on ZOOM at: 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

Minutes

1. Opening Items

1.1. Call The Meeting To Order

The meeting was called to order at 6:02 PM.

Status: Completed

1.2. Roll Call

LaTorra and Beth were present.

LaNeshae was absent.

Status: Completed

1.3. Pledge Of Allegiance

The Pledge of Allegiance was recited.

Status: Completed

1.4. Approve Agenda

Motioned: Beth

Seconded: LaTorra

Unanimously Approved

Due date:

Status: Completed

1.5. Approve Minutes

Motioned: LaTorra

Seconded: Beth

Unanimously Approved

Due date:

Status: Completed

Documents

- Minutes 12.13.2022.pdf
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2. Curriculum Moment

2.1. Curriculum Moment

Kammy Bell, iLEAD Lancaster's Social Worker and Kindness Club Coordinator, presented the Curriculum Moment by sharing all of the wonderful things The Kindness Club has been doing over the last several months and how they are making a positive difference in our community. Every month The Kindness Club partners with One Love Ministries and has helped feed over 100 families. Back in December they visited a Senior assisted living facility, interacted with them learning about empathy, had a dance party, ate pizza and took homemade cards and crafts for them. During the Holidays, they had a coat drive and toy drive to help those less fortunate families and were able to provide gift wrap and toys to 27 families. Kammy mentioned the Kindness Club will soon be partnering with Grace Resources.

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: Beth

Unanimously Approved

Due date:

Status: Completed

Documents

- 02.09.23_Lancaster__PersonnelReport.docx.pdf
-

4.2. Check Register



Motioned: LaTorra

Seconded: Beth

Unanimously Approved

Due date:

Status: Completed

Documents

- Lancaster Payment Register_20230201.pdf
-

4.3. Revised 2020 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.

Motioned: LaTorra

Seconded: Beth

Unanimously Approved

Due date:

Status: Completed

Documents

- iLead Charter Schools_Amended Return DRAFT.pdf
-

4.4. Contracts over \$10K

Motioned: LaTorra

Seconded: Beth

Unanimously Approved

Due date:

Status: Completed

Documents

- CEEDTV Spring 2023 Agreement.pdf
 - STEMulate 2022-2023 Proposal.pdf
-

5. Discussion And Reports

5.1. School Director Report

Nykole presented her School Director's Report.

Status: Completed

Documents

- Director Board Report Feb 22-23.pdf
-

5.2. ADP Time Off Requests and Bill.com Reimbursement Process

Discuss process regarding School Director time off requests and reimbursements.



Kim presented the ADP Time-Off requests and Bill.com Reimbursement Process.

LaTorra will be notified for Nykole Kent's Time-off Requests.

Beth will be notified of Nykole Kent's Reimbursement Requests.

Motioned: LaTorra

Seconded: Beth

Unanimously Approved

Status: Completed

5.3. Brown Act Meeting Requirements

Discuss New Brown Act Requirements

Kim presented the Brown Act Meeting Requirements and answered questions of the Board.

Status: Completed

Documents

- iLEAD Lancaster - AB 361 Emergency Legislation Regarding Brown Act Meeting Requirements (18).pdf
 - New Brown Act Changes - January 2023.pdf
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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.

Allison Bravo presented the School Accountability Report Card.

Motioned: LaTorra

Seconded: Beth

Unanimously Approved

Due date:

Status: Completed

Documents

- Lancaster 21-22 SARC.pdf
-

6.2. 2023-2024 School Calendar

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

Cassandra Coleman presented the 2023-2024 School Calendar.

Motioned: Beth

Seconded: LaTorra

Unanimously Approved

Due date:

Status: Completed



Documents

- 2023-24 iLEAD Calendars.xlsx.pdf

6.3. Nepotism Policy

Discuss and take action regarding the Nepotism Policy.

Natasha Baugh presented the Nepotism Policy.

Motioned: LaTorra

Seconded: Beth

Unanimously Approved

Due date:

Status: Completed

Documents

- iLEAD Lancaster Anti-Nepotism Policy 2023.pdf

6.4. Revised Employee Guidebook

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

Natasha Baugh presented the Revised Employee Guidebook.

Motioned: LaTorra

Seconded: Beth

Unanimously Approved

Status: Completed

Documents

- iLEAD Lancaster _ Employee Guidebook(Updated Jan. 2023).pdf

6.5. Revised Security Camera Usage Policy

Discuss and take action regarding the revised Security Camera Usage Policy.

Shannon Barragan presented the Revised Security Camera Usage Policy.

Motioned: LaTorra

Seconded: Beth

Unanimously Approved

Status: Completed

Documents

- iLEAD Lancaster Camera Policy(Jan2023).pdf

7. Board Comments

7.1. Board Comments

LaTorra thanked everyone for all of their hard work.



Beth stated "Kindness goes a long way when we put more emphasis on it."

Status: Completed

8. Closing Items

8.1. Next Meeting Date

The next meeting will be held on Thursday, March 9, 2023 @ 6:00 PM.

The meeting will be in person.

Status: Completed

8.2. Adjournment

The meeting was adjourned at 6:28 PM.

Status: Completed
