



MEETING MINUTES - iLEAD Lancaster Board Meeting

Board Approved: May 14, 2024

Date Tuesday, April 9, 2024
Started 6:31 PM
Ended 7:18 PM
Location Address: 254 E. Ave. K-4, Lancaster, CA 93535
Purpose Regular Scheduled Meeting

Chaired by Bridget Howitt
Recorder KeKe Montoya

Minutes

1. Opening Items

1.1. Call The Meeting To Order

The meeting was called to order at 6:31 PM.

Status: Completed

1.2. Roll Call

LaNeshae - Present

Eric - Present

Bridget - Present

Beth - Absent

Status: Completed

1.3. Pledge Of Allegiance

The Pledge of Allegiance was recited.

Status: Completed

1.4. Board Meeting Agenda

Discuss and take action on the Board Meeting Agenda.

Motioned: Bridget

Seconded: Eric

Unanimously Approved

Beth was absent.

Due date:

Status: Completed

1.5. Board Meeting Minutes



Discuss and take action on the Board Meeting Minutes.

Motioned: LaNeshae

Seconded: Eric

Unanimously Approved

Beth was absent.

Due date:

Status: Completed

Documents

- Minutes-2024-03-12-v1 (1).pdf
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2. Public Comments

2.1. 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 for agenda items, 2 minutes for items not on the agenda, and 20 minutes for all comments.

No public comments were made.

Status: Completed

3. Consent Items

3.1. Personnel Report

Motioned: Bridget

Seconded: LaNeshae

Unanimously Approved

Beth was absent.

Due date:

Status: Completed

Documents

- 4.9.24_Lancaster__PersonnelReport.docx (1).pdf
-

3.2. Check Register

Motioned: Bridget

Seconded: LaNeshae

Unanimously Approved

Beth was absent.

Due date:



Status: Completed

Documents

- Lancaster Payment Register Summary_20240403.pdf
 - Lancaster Payment Register_20240403 (1).pdf
-

4. Closed Session

4.1. Public Employee Appointment

(Gov. Code section 54957(b)(1) Title: School Director

Closed Session began at 6:34 PM and concluded at 6:55 PM.

Status: Completed

5. Report of Closed Session

Nothing reported from Closed Session - No vote taken.

Status: Completed

6. Action Items

6.1. School Director Employment Agreement

Discuss and take action regarding the School Director employment agreement.

Bridget made a motion to approve Deborah Autrey's contract as the iLEAD Lancaster School Director.

As well as her Contract for the 2023-2024 school year, beginning on April 10, 2024, The School Director's annual salary will be \$130,000.00.

She will be entitled to participate in the employee benefits program at the same rate the employer will pay all current employees, which will be \$710.00 per month.

Seconded: Eric

Unanimously Approved

Beth was absent.

Due date:

Status: Completed

6.2. Revise Mission Valley Bank Signers

Remove and replace bank signers on the Mission Valley Bank account.

Keith presented the Revise Mission Valley Bank Signers procedure and answered questions of the Board.

The Board of Directors of iLEAD Lancaster hereby authorizes Deborah Autrey, Beth Carr-Knudson, and Eric Becker, to serve as signatories on the bank accounts of iLEAD Lancaster maintained at Mission Valley Bank, Mission Bank, and California Credit Union (the "accounts").

Any individual(s) previously authorized as a signatory on the Accounts but not listed as an Authorized Signer herein shall be removed as a signatory from the Accounts.



Motioned: Bridget

Seconded: LaNeshae

Unanimously Approved

Beth was absent.

Due date:

Status: Completed

Documents

- Mission Bank Information Worksheet.pdf
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6.3. 2023-2024 2nd Interim Budget

Discuss and take action regarding the 2023-2024 2nd Interim Budget.

Kelly presented the 2023-2024 2nd Interim Budget.

Motioned: Bridget

Seconded: Eric

Unanimously Approved

Beth was absent.

Due date:

Status: Completed

Documents

- 23.24 ILEAD Lancaster 2nd interim (1).pdf
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6.4. Administration of Medication Policy

Discuss and take action regarding Medication for learners on campus.

Rebecca, the iLEAD CA Nurse, presented the Administration of Medication Policy and answered questions of the Board.

Motioned: Bridget

Seconded: Eric

Unanimously Approved

Beth was absent.

Status: Completed

Documents

- Board Policy iLEAD Lancaster.docx (1).pdf
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7. Board Comments

7.1. Board Comments

Bridget stated she is happy to have Deborah with us.

Status: Completed



8. Closing Items

8.1. 2024 Annual Board Development Dinner

We are excited to host the 2024 Annual Board Development Dinner on April 18th from 4:00 - 8:00 PM at the Mitchell River House, share Ben Johnson II with you as this year's trainer, and host tours of the schools for you!

Status: Completed

8.2. Promotion Date

June 6th K and 8 Promotion/Celebrations on campus - 9:30 AM Kindergarten and 5:30 PM 8th grade.

Status: Completed

8.3. Next Meeting Date - May 14, 2024

The next Board Meeting will take place on Tuesday, May 14, 2024 at 6:00 PM.

Status: Completed

8.4. Adjournment

The meeting was adjourned at 7:18 PM.

Status: Completed
