# MEETING MINUTES - Empower Generations Board

Meeting

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| **Date** | Tuesday, November 18, 2025 |
| **Started** | 5:31 PM |
| **Ended** | 7:12 PM |
| **Location** | Address: 44236 10th Street West, Suite 105, Lancaster, CA 93534 |
| **Purpose** | Regular scheduled meeting |
| **Chaired by** | Tapau Osborne |
| **Recorder** | Kim Lytle |

Minutes

## 1. Opening Items

### 1.1. Call The Meeting To Order

The meeting was called to order at 5:31.

**Status:** Completed

### 1.2. Roll Call

Tapau - Present

Keisha - Present

Annaliisa - 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 regarding the Board Meeting Agenda.

Motion: Keisha

Second: Tapau

Unanimously Approved

Annaliisa Absent

**Resolution #:**

**Status:** Carried

### 1.5. Board Meeting Minutes

Discuss and take action regarding the Board Meeting Minutes from the previous meeting/s.

Motion: Keisha

Second: Tapau

Unanimously Approved

Annaliisa Absent

**Resolution #:**

**Status:** Carried

Documents

- Minutes-2025-06-18-v2 (1).pdf
- Minutes-2025-05-15-v1 (2) (1) (1) (4).pdf
- Minutes-2025-06-30-v1.pdf

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# 2. Curriculum Moment

## 2.1. Curriculum Moment

Sajae shared the learner program Mic'd Up which includes a music studio, editing stations, sound studio, film equipment for the learners to record.

**Status:** Completed

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# 3. Public Comments

## 3.1. Public Comments

The public may address the Empower Generations 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. Action Items

## 4.1. Revised Comprehensive Safety Plan

Discuss and take action regarding the revised Comprehensive Safety Plan.

Sajae shared the updated Comprehensive Safety Plan.

Motion: Keisha

Second: Tapau

Unanimously Approved

Annaliisa Absent

**Due date:**

**Status:** Completed

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## 4.2. 2024/2025 Education Protection Account

Discuss and take action regarding the annual 23/24 Educational Protection Account Resolution as CDE requires.

Keith Gallion, iCA support provider, presented and answered questions.

The Board clarified that this report is required for the previous year which is 2024-2025.

Motion: Keisha motioned to approved the 24-25 EPA

Second: Tapau

Unanimously Approved

Annaliisa Absent

**Due date:**

**Status:** Completed

Documents

- FY24.25 EG EPA Resolution (1).pdf

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## 4.3. 2024-2025 Unaudited Actuals

Discuss and take action regarding the 2024-2025 unaudited actuals.

Keith Gallion, iCA support provider, presented and answered questions.

Motion: Keisha

Second: Tapau

Unanimously Approved

Annaliisa Absent

**Due date:**

**Status:** Completed

Documents

- 2425 EG UA rev1.pdf

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## 4.4. Secondary Specialized Program Grant Stipend

Discuss and take action regarding the School Director stipend for the writing of this grant.

Sajae presented the grant that was received for the Mic'd Up program and answered questions of the Board.

A motion was made by Keisha to approve the grant including a stipend in the amount of $10,000 this year for each Sajae and a staff member for the creation of the curriculum outside of the normal work day.

Second: Tapau

Unanimously Approved

Annaliisa Absent

**Due date:**

**Status:** Completed

Documents

- 25-26 SSP Presentation.pdf

### 4.5. Board Roles

Discuss and take action regarding adding new a Board Member.

A motion was made by Keisha to add Laura Abubekr as a member of the Board.

Second: Tapau

Unanimously Approved

Annaliisa Absent

**Due date:**

**Status:** Completed

Documents

- Approved - Amended Bylaws - Empower Generations - May 2020 (5).pdf

## 5. Discussion and Reports

### 5.1. School Director Administrative Work Calendar

Discuss annual work year and attendance procedures for School Directors.

Sajae presented her work year calendar and answered questions of the Board.

**Status:** Completed

Documents

- AdministrativeWorkYearCalendar.pdf

### 5.2. Financial Report

Discuss the school 's current and projected finances.

Keith Gallion, iCA Support Provider, presented the financial report and answered questions of the Board.

**Status:** Completed

### 5.3. State of The School Address

Discuss the school data points such as enrollment, attendance, annual goals, quarterly rocks, ILP goals...for the school year.

Sajae presented the State of the School Address and answered questions of the Board.

**Status:** Completed

Documents

- 25-26 EG State of the School_Director Eval Template.pdf

### 5.4. LCSSP Grant Annual Report

Discuss regarding Learning Community For School Success Program Grant Spending.

Sajae presented the LCSS grant report and answered questions of the Board.

**Status:** Completed

Documents

- LCSPP Grant APR.pdf

# 6. Consent Items

## 6.1. Personnel Report

Motion: Keisha

Second: Tapau

Unanimously Approved

Annaliisa Absent

**Resolution #:**

**Status:** Carried

Documents

- 11.18.25_EG_PersonnelReport (1).pdf

## 6.2. Check Registers

Motion: Keisha

Second: Tapau

Unanimously Approved

Annaliisa Absent

**Resolution #:**

**Status:** Carried

Documents

- EG Payment Register Summary_20250910.pdf
- EG Payment Register_20250910.pdf
- EG Payment Register Summary_20251112.pdf
- EG Payment Register_20251112.pdf

# 7. Board Comments

## 7.1. Board Comments

The Board welcomed Laura to the Board.

**Status:** Completed

# 8. Closing Items

## 8.1. Ethics Training

Per CA Gov. Code section 53234, all CA charter school governing board members must complete two hours of ethics training by January 1, 2026.

**Status:** Completed

## 8.2. Next Meeting Date: January 27th @5:30pm.

Board Members mark their calendars and confirm quorum.

**Status:** Completed

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## 8.3. Adjournment

The meeting was adjourned at 7:12.

**Status:** Completed

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