



INLAND LEADERS CHARTER SCHOOLS

Board of Directors Meeting- Minutes

34784 Yucaipa Blvd (YBC Campus)

Yucaipa, CA 92399

January 29, 2024 @ 5pm

Teleconference: [Zoom link](#): Password: ILCSBOARD

Vision: *The vision of the Inland Leaders is to sustain a high-quality community charter school founded upon innovative instruction and character education to create 21st-century leaders.*

OPEN SESSION: 5:00 PM- 5:03pm

A. Pledge of Allegiance (Woodgrift)

B. Roll Call to establish Quorum (Jimenez)

Present: Dr. Jason Jimenez, Mr. Eli Gillespie, Mrs. Bonnie Mitchell, Mr. Mike Casavan, Mr. Jacob Rosario.

C. Approval of Agenda (Jimenez)

Motion to approve: Bonnie Mitchell, seconded by Eli Gillespie. All in favor; motion carried.

D. Student Council Presentation (Student Council Members)

No Student Council Report.

E. Finance Committee report (Casavan/ Gordon)

Mr. Gordon gave a report from the Finance Committee meeting where they discussed the state budget, cost of living adjustments, First Interim report, LCAP Actions and mid-year updates, as well as the process for selecting auditors.

F. Director's report and recognitions (Gordon)

Mr. Gordon mentioned the Student Council field trip to Sacramento. He gave a shout-out to the 14 students, the teachers and parents who attended the trip.

He mentioned School Choice Week. He thanked ILCS parents for choosing Inland Leaders Charter Schools for their kids.

We had an APEX fundraising event. We raised more money this year than in previous years. The money raised will go to the Inland Leaders Foundation which supports school programs and projects.

He showed the ILCS Dashboard; our current ADA is 951.14, our current total enrollment is 1002 students.

We are at about 96% ADA compared to the district's 90-92%. There were a couple incident reports in Dec. where the police were called for incidents in the community, ILCS campuses were not involved.

He shared the Budget vs. Actuals as well as expenses and cash flow through December 2023. He also showed the investment balances.

We had an Innovation Day on Jan. 5, 2024 for ILCS teachers where they focused on student engagement.

They met with the WASC Chair. Heather Estopinal is our WASC lead teacher. The WASC visit will start March 10, 2024. They will provide their report on Wed, March 13, 2024. The official accreditation notice will come in May or June 2024.

The Lottery for the 24-25 school year will be held on Feb 20, 2024 at YBC at 4:00pm.

He mentioned his Lead Like Lions workshop that he puts on for staff.

There was a virtual talent show held today, Jan. 29th. There will be a Title 1 Literacy Night on Feb 7th.

Classified evaluations are being done this month. Mr. Gordon wants to have a new evaluation system implemented where they include incentives for attendance and high performance. He would like to have this new system in place by August 2024.

He is looking at contractor bids to move the 1st & 2nd grade classes from the Bryant St. Campus to the Yucaipa Blvd. Campus.

PUBLIC PARTICIPATION SESSION -5:23pm

The public may speak to any issue at this time of the meeting. Please sign in and indicate if you would like to speak to the Board on the sign-in form located on the table near the agendas. The Board is unable to deliberate or discuss items with the public that are not on the agenda. The Board Chairman will limit the length of time for comments to a reasonable period of time.

A. General Public Participation (Jimenez)

No speakers. Session closed at 5:24pm

DISCUSSION/ACTION SESSION

The Board will discuss and possibly take action on items listed in this section of the agenda.

A. ACTION: ILCS Board to officially recognize and present the oath of office to parent member, Mike Casavan, elected to the Board of Directors. (Jimenez)

Mike Casavan was sworn in to continue as a Board member.

B. ACTION: Reorganization of the Board to elect the Board Secretary, Treasurer, and President (Jimenez)

Motion to approve Bonnie Mitchell as Board Secretary; Eli Gillespie, seconded by Mike Casavan. All in favor, motion carried.

Motion to approve Mike Casavan as Board Treasurer; Eli Gillespie, seconded by Bonnie Mitchell. All in favor, motion carried.

Motion to approve Jason Jimenez as Board President; Eli Gillespie, seconded by Mike Casavan. All in favor, motion carried.

C. DISCUSSION/ACTION: School Accountability Report Card SARC (Woodgrift)

Mr. Woodgrift explained that the SARC is something all publicly funded schools have to do yearly. He went over the items included in the report and asked the board to approve this report which is due Feb 1, 2024.

Motion to approve: Jacob Rosario, seconded by Eli Gillespie. All in favor; motion carried.

D. DISCUSSION/ ACTION: Comprehensive School Safety Plan Presentation and recommended action to approve revisions. (Woodgrift)

Mr. Woodgrift explained that this report is updated annually and submitted to authorizers. It is then sent to the county. He showed what is included in the Comprehensive Safety Plan and discussed new changes to the plan which included the new YBC facility, changes to our Mass Casualty drill, new emergency equipment, new team signage, student/parent reunification signage, emergency responses and suspected opioid overdose action plan. Mr. Casavan asked if the Mass Casualty Drill is evaluated by anyone. Mr. Woodgrift stated that our Security Officer was there and gave some suggestions. Mr. Casavan recommended that we have the fire dept also evaluate the drill. There was discussion about more training for staff.

Motion to approve: Mike Casavan, seconded by Eli Gillespie. All in favor; motion carried.

E. ACTION: Proposition 28 Arts/Music Expenditure Plan (Gordon)

Mr. Gordon discussed the 3 year plan for using the Prop 28 funding for Arts and Music. Some of the money will go towards Arts Media and Computer courses for Middle School students. He explained that 80% of these funds must go to personnel, 20% can be used for instructional materials. The money will also go toward after-school Arts programs. There is a stipulation that the money be used for new programs and cannot be used to fund existing programs. He would like to add some online Art and Music classes for distance learning opportunities.

Motion to approve: Bonnie Mitchell, seconded by Mike Casavan. All in favor; motion carried.

F. ACTION: 2024-2025 academic calendar. (Gordon)

Mr. Gordon presented the proposed academic calendar for the 24-25 school year. One of the changes made was to move a staff day from the end of the year to the end of the 1st trimester, which will be the day after Halloween. The teachers can use that day for submitting report cards. Mr. Osborn stated that

ILCS' first day of school and last day of school will follow the district's calendar, although there are a few days that differ from the district.

Motion to approve: Jacob Rosario, seconded by Mike Casavan. All in favor; motion carried.

G. ACTION: Approval of Form CL500 to declare a need for qualified educators. (Gordon)

Mr. Gordon explained that this is the form used to confirm that we have teachers in the process of getting their Cross Cultural Language and Acquisition Development credential. This provides the teachers a temporary ability to remain in the classroom.

Motion to approve: Eli Gillespie, seconded by Jacob Rosario. All in favor; motion carried.

BOARD POLICY ADDITIONS/ AMENDMENTS

A. TK admissions policy amendment to revise the process of matriculation into the kindergarten grade level for the 2024-2025 school year. (Urrea)

Dr. Urrea explained that the new policy will reflect a change in date for enrollment into the TK program that follows state age requirements. This drafted policy will allow for automatic enrollment into Kindergarten for our TK students starting this school year, 23-24. She discussed the impact that would have on the families in our community that did not have the opportunity to enroll in Kinder this year due to the age of their children. The open spots in Kindergarten would go from 41 to 24 spots for preference levels 4 & 5.

Motion to approve the policy as drafted: Mike Casavan, seconded by Jacob Rosario.

Votes: Rosario; yea. Casavan; yea. Gillespie; yea. Mitchell; yea. Jimenez; abstain. Motion carried.

RESOLUTION:

TRAINING/WORKSHOP/PRESENTATION

The ILCS Board is provided with training or information in a workshop or session that does not involve any actionable items.

A. PRESENTATION/UPDATE: Administration will present the Mid-Year Update of the Local Control Accountability Plan (LCAP) as required by the state by February 28, 2024.

Mr. Gordon explained some changes that have been made to the LCAP. Dr. Urrea presented some percentage numbers reflecting levels of student engagement. We have been updating our technology, and also have done more professional development training. There has been a focus on making sure all staff have appropriate credentials and qualifications. Mr. Osborn discussed benchmark and assessment data that has been gathered for our Middle School students. He also discussed the curriculum developed and used by the core subject teachers. Mr. Gordon mentioned that he is working on finding a student data system that is more user friendly for teachers. Dr. Urrea shared information about our intervention programs. She is looking to form a Success Academy committee to discuss ways to help kids who are struggling to become proficient in Math and/or ELA. There was discussion about money that is being used for mental health counselors, leadership coaches and nurses. Also, staff well-being activities, check-ins and health care costs. She mentioned SCAT meetings for parents whose student's attendance and/or work level is poor. She would like to offer a workshop for those parents. She discussed parent community partnerships and the activities that have been organized by Frank Chacon, ie: Lead Con, Father-Daughter dance and the Mother-Son picnic as well as many other student and community activities. Mr. Gordon talked about the Safe and Clean schools funds that are used for custodians and security guards. He also talked about the Accelerate goal; they want 90% of students to be proficient or advanced, 10% of students will need support. There was discussion about parent feedback regarding campus security.

APPROVE CONSENT CALENDAR

All matters listed under the consent calendar section are considered by the Board to be routine and will be enacted in one motion.

A. December 11, 2023 Board Minutes

B. Check registers: Dec 2023 Check Register

C. Approval of purchases/services/contracts/ MOUs over \$10,000:

a. CELP (Catalina field trip) 2nd deposit in the amount of \$10,171.20

- D. Acceptance of donations:**
- a. General Donations: None
 - b. In-Kind Donations: None
 - c. Fundraising Donations: Cookie Corner \$160.00; Spirit Night 7th Gr; Chipotle \$818.71:

E. New Hires

- a. Certificated
 - i.
- b. Classified
 - i. Ruben Ramirez, Special Session Support
 - ii. Daisy Philips, Classroom Aide-SpEd
 - iii. Joy Sweis, Child Nutrition Service Worker I
 - iv. Vanndany Falefaga, Health Tech Sub LVN

F. Resignations

- a. Certificated
 - i.
- b. Classified
 - i. Vanndany Falefaga, Health Tech Sub LVN
 - ii. Anthony Rodriguez, Custodian I

G. Special Business Functions

- a.

Special Requests

- a. Employee requests for unpaid time off

Motion to approve Consent Calendar items A-G: Mike Casavan, seconded by Eli Gillespie. All in favor; motion carried.

RATIFICATIONS

- A.

CLOSED SESSION- 6:44pm

- A. Real Property Negotiations (Gordon)
- B. Executive Director Evaluation (Jimenez)

BOARD MEMBER COMMENTS

Mr. Rosario- appreciates how thoughtful everyone is with all the data presented. He appreciates the clear process and thinking through all the information given.

Mr. Casavan-he feels humbled to be able to serve another term on the board. He is very appreciative of all the support.

Mrs. Mitchell- she loves Inland Leaders and she's excited about the WASC visit.

Mr. Gillespie- he liked the level of detail in the LCAP presentation and thought it was well organized.

Dr. Jimenez- said "job well done" to everyone. He appreciated all the info given on the Comprehensive Safety Plan, policy information and the LCAP presentation.

SCHEDULING OF NEXT BOARD MEETING

The next board meeting was scheduled for March 4, 2024, 5:00pm at YBC.

ADJOURNMENT

Bonnie K. Mitchell

Board Secretary

March 4, 2024

Date