



INLAND LEADERS CHARTER SCHOOLS

Board of Directors Meeting- Minutes

34784 Yucaipa Blvd (YBC Campus)

Yucaipa, CA 92399

April 22, 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- 5:01pm

A. Pledge of Allegiance (Woodgrift)

B. Roll Call to establish Quorum (Jimenez)

Present: Jason Jimenez, Bonnie Mitchell, Mike Casavan, Eli Gillespie, Jacob Rosario. Quorum met.

C. Approval of Agenda (Jimenez)

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

D. Student Council Presentation (Student Council Members)

No presentation.

E. Finance Committee report (none)

F. Director's report (Gordon)

Mr. Gordon shared the ILCS Dashboard numbers for March; ADA is 965.4, there was one suspension, no expulsions and no major incident reports. He showed the budget vs. actual numbers, cash flow and investment account statements. There was discussion about cost-of-living adjustments from the state. As of now, they are not planning on any increases. SCAT (Student Contract Accountability Team) meetings were held at BSC and CSC for students with poor work ethic and/or excessive attendance marks. Mr. Gordon mentioned that these meetings were well attended by parents and had a positive outcome.

The WASC visit was successful. Mr. Gordon shared the report from the WASC team which was very positive.

The 5th grade class had a field trip to the PALI Institute in Running Springs and the 7th grade class had their field trip to Catalina Island.

We had Teacher Advancement Committee meetings for teachers, Julie Ferris and Marcus Partridge.

Mr. Gordon introduced our new night custodian at CSC, Nick Garcia. Mr. Garcia shared a little about his background working in the school system as a bus driver and custodian.

Interviews were held for teacher and back office positions.

There will be some electrical work being done in the kitchen at CSC. This will allow for an installation of a commercial dishwasher and a walk-in freezer.

There is landscaping construction and concrete restoration happening at YBC, as well as some work on the modular buildings.

Mr. Gordon worked with Frank Chacon and Justine Burdine to offer a "Breakfast of Champions" for all the staff members at each campus.

There will be a Pillars meeting on Monday, April 29, 2024 to look at the current Pillars guide and discuss potential amendments.

Mr. Gordon reminded the board about the 8th grade Cotillion that will be happening May 10th.

The admin and legal teams will be working on adjusting the recess minutes due to a new law that will require 30 minutes of unstructured recess for all students. This will not affect Middle School.

PUBLIC PARTICIPATION SESSION - 5:18pm

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)

Reyna Sanchez, a parent of students at Inland Leaders, spoke about how much fun her 5th grader had at the PALI field trip. She expressed appreciation to Bonnie Mitchell for her thoughtful questions and appreciation for our security guards. She shared an incident at the BSC campus, where she was dropping off her daughter, and noticed a person coming out of the bushes and walking across the parking lot. The BSC security guard was immediately present and the person left the premises. She thanked the board for providing the security staff. She mentioned that April is Autism Awareness month and shared some statistics about autistic children and the unemployment rate of autistic adults. She asked the board to take into consideration neuro-diverse people when hiring.

Session closed at 5:23pm

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 by Kalani Fujiwara regarding armed security services at the ILCS campuses. (Covered 6)

Our Covered Six security guard, Kalani Fujiwara gave a presentation about what he does on a daily basis to help mitigate potential threats. He is working with Casey Woodgrift to refine emergency gear and procedures. He is continually getting training on active shooter responses, SWAT training, secret service training, school safety and mass threat instances. He shared some goals he has to enhance student safety in transitional spaces, ie: drop off and pick up locations. He does daily checks of the surrounding vicinities on each campus checking for transients as well as any unsafe items. He is also working on putting together safety videos for staff members that will discuss radio communication etiquette as well as emergency medical procedures.

B. LCAP educational partners (students) feedback and survey results (Urrea).

Dr. Lisa Urrea shared the results of the student satisfaction survey that went out to all students. The majority of the responses were favorable; 80% or higher. Areas of focus will be training for our Recess Coaches and for the students' response to the question about feeling safe to make mistakes in class. Dr. Urrea is very pleased with the overall results.

DISCUSSION/ACTION SESSION

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

A. DISCUSSION/ACTION: Administration recommends the establishment of a 403b retirement program through SchoolsFirst for qualified full-time classified employees with a matching employer amount of 3% to replace the current 401K program through Paychex, and to freeze the 401K plan. Formal plan documents and terms to be provided to the ILCS Board for review at a future board meeting. (Gordon)

Mr. Gordon mentioned that after moving over to the Paycom system and talking with Schools First Credit Union, they discovered that the 403 b program is better suited for the needs of publicly funded schools and non-profit organizations. This change will not affect the employees as they will continue to get service through Schools First and will still receive the 3% employer matching funds.

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

BOARD POLICY ADDITIONS/ AMENDMENTS

A. Administration and finance committee to provide a first draft of the classified and certificated sick leave benefit policy for review. (Gordon)

Mr. Gordon explained that this new policy will allow certificated employees, that are in STRS, to carry over their sick leave from one year to the next year. Employees that have used their allotted 10 sick days can access any excess days that they had in previous years, up to 10 additional days. The new policy will also provide a bonus to classified employees for unused sick days as a reimbursement.

RESOLUTION

A. Resolution to Self-Certify the increase of the Federal Micro Purchase Threshold. (Gordon)

Mr. Gordon explained that this resolution comes from the federal government which will allow them to change some of the procurement policies. The current policy states that for any purchases over \$10,000, you must provide at least 2 contract bids. The new policy will increase the threshold to \$50,000 provided that we self-certify that we are in good standing with our audits.

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

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. March 4, 2024 [Board minutes](#)
- B. Check registers: [February 2024 Check Register](#); [March 2024 Check Register](#)
- C. Approval of purchases/services/contracts/ MOUs over \$10,000:
 - a. Blackwell Construction: Modular building remodel [agreement](#) for \$22,206.25 to include paint, floors, bathrooms, lighting and other improvements. (YBC)
 - b. *LunchAssist*: [Agreement](#) to provide consulting and professional development services to be funded through the food services account and KIT grant funds at a cost of \$13,940 for the length of one year.
- D. Acceptance of donations:
 - a. General Donations: None
 - b. In-Kind Donations: None
 - c. Fundraising Donations: None
- E. **New Hires**
 - a. Certificated
 - i.
 - b. Classified
 - i. Nicholas Garcia, Custodian
 - ii. Alyssa Flynn, Classroom Aide-Sped
 - iii. Katie Boddy, Classroom Aide -Sped (was a Substitute Teacher)
 - iv. Allison Johnson, SLP Assistant
 - v. Nicole Campbell, Business Clerk III
- F. **Resignations**
 - a. Certificated
 - i.
 - b. Classified
 - i.
- G. **Special Business Functions**
 - a. Approval of Julie Ferris and Marcus Partridge as Master teachers starting in the 2024-2025 school year.
 - b. Approval of [Newfront Insurance](#) to provide health/life insurance broker services for the 2024-2025 school year.

Special Requests

a.

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

RATIFICATIONS

- A. Second Interim [financial report](#). Report was provided to the authorizer and County Office of Education prior to March 15, 2024 before a board meeting was scheduled or in session. (Gordon)

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

CLOSED SESSION

- A. Pupil Discipline

BOARD MEMBER COMMENTS

Jacob Rosario- said thank you to the parent that spoke during the open session. He thanked Kalani Fujiwara for his presentation and expressed appreciation for his seriousness, forward thinking and preparedness. He liked the results of the student survey. What stood out to him the most was that students feel their teachers believe in them.

Bonnie Mitchell- thanked the parent that spoke about Autism Awareness, she feels that autistic people are very intelligent. She shared about a family member that is on the spectrum and she agrees that it is important to make sure they are able to earn a living. She is very thankful for our Covered Six security guard and she feels it is a blessing that our students see

him protecting them. She feels that police officers are not always viewed as our friends and she is pleased that the students have responded favorably to Kalani and are comfortable asking him questions. She feels that the money spent on having a Covered Six security guard is well worth it.

Mike Casavan- said thank you to everyone who attended the meeting. He stated that before he joined the board, he was working with Mike Gordon and Casey Woodgrift, trying to improve safety and school security. He feels that the security we have in place now has accomplished their mission. He is appreciative to everyone that helped make that happen.

Eli Gillespie- he felt that Kalani's presentation was very impressive and he agrees that it was a good idea to hire a Covered Six security guard.

Jason Jimenez- expressed appreciation to Kalani and for his passion for his job. He thanked Bonnie Mitchell and Mr. Osborn for doing the SCAT meetings and said "job well done" to the WASC committee. He congratulated Mrs. Ferris and Mr. Partridge for their advancement to Master Teacher. He thanked Dr. Urrea for the presentation on the LCAP survey.

SCHEDULING OF NEXT BOARD MEETING

The next board meeting will be held on May 20, 2024 at the Bryant St. Campus at 5:00pm.

Moved to closed session at 6:10pm.

ADJOURNMENT



Board Secretary

5-20-2024
Date