



INLAND LEADERS CHARTER SCHOOLS

Board of Directors Meeting- Minutes

34784 Yucaipa Blvd

Yucaipa, CA 92399

November 18, 2024 @ 5pm

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

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- 5:05pm

A. Pledge of Allegiance (Woodgrift)

B. Roll Call to establish Quorum (Jimenez)

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

C. Approval of Agenda (Jimenez)

D. Presentation of awards to students and teachers who demonstrated exceptional performance and growth on the 2024 CAASPP state assessments (Osborn)

Mr. Osborn presented certificates to the students who showed significant growth or obtained a perfect score on the CAASPP assessment from the 23-24 school year. He also presented a certificate to some ILCS teachers for their outstanding success on the Smarter Balanced assessment; Phap Luu, Michael Barre, Sherry Urban, Erin Reiss, Susan SteinerLund, Christine Beaucaire, and Geena Burgess.

E. Student Council report (Members)

No report.

F. Director's report (Gordon)

Mr. Gordon expressed appreciation for everyone in attendance for the awards ceremony.

He mentioned the PLC (Professional Learning Community) conference that he attended the previous week with 6 other teachers. He explained that the PLC program entails cooperative learning amongst teachers and staff to improve performance and growth.

He mentioned that the 1st trimester has just ended for elementary students. Report cards are being sent home and parent/teacher conferences are taking place.

We had a successful Lead Con event for our middle school students that focused on mental health, led by our Activities Coordinator, Frank Chacon.

There was a surplus sale from the Bryant St. Campus. Mr. Gordon recognized our Purchasing Coordinator, Connie Huntsman for all her hard work with organizing the sale.

It is audit season and Mr. Gordon will present the audit report during this board meeting.

Casey Woodgrift was thanked for leading Make A Difference Day that was held on Saturday, Oct. 26, 2024. Parents and students showed up to the California St. Campus to clean and help with some planting.

We had a Great California Shake-out/ Mass Casualty drill on Oct. 17, 2024. He thanked parent volunteers, Kevin Jetton and Jake Huber for their help and expertise in disaster preparedness.

SCAT (Student Contract Accountability Team) meetings were held at both campuses for the families of students that are not meeting the attendance and/or academic requirements. They discussed counseling and other resources available to the families to help ensure the success of their students.

He mentioned some Inland Leaders job positions available; full-time business clerk, Student Coach (Yard Duty), and a health tech/LVN sub, and other miscellaneous sub positions.

He is working on an Energy Management System at YBC. He is currently conducting an energy study; checking the existing solar panels that are on the church's building to make sure they are working efficiently, and checking to see if anything needs to be repaired. There was also a new AC unit installed by the district, in the business office at CSC.

He mentioned that there are some new air quality guidelines issued from the state, in response to the recent local fires. These guidelines will be implemented into our Comprehensive Safety Plan.

PUBLIC PARTICIPATION SESSION - Opened at 5:48pm

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 asked about replacing the rubber tire chips under the playground at YBC. She mentioned that they are making her daughter's clothes and shoes very dirty. She also mentioned that the Robotics team at CSC had made it from the qualifiers to the regional round, which will take place on Sat. Dec. 14, 2024. She thanked the board and administration for supporting the students that are involved with the Robotics team.

Mr. Gordon explained that they will be removing the tire chips and replacing them with playground wood chips over the Thanksgiving break.

Session closed at 5:51pm

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. Summer School Report (Partridge)

Marcus Partridge gave a report about the 2024 Summer School program. This is his 3rd year as the Summer School principal. He discussed strategies to increase attendance; this past summer they were at 85% capacity. He explained that the goal of the program is to provide growth opportunities for students who may be falling behind, and to help them maintain their grade level proficiency. He shared that he would like to see more participation from teachers and would like to implement an incentive program. He thanked the board for the opportunity to serve as the Summer School principal.

B. 2023-2024 Unaudited Actuals [Report](#) (Gordon)

Mr. Gordon explained that this report is required by San Bernardino County. There is no need for approval from the Board for the unaudited actuals.

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 a bonus for hourly classified employees employed on or before September 1, 2024 to be paid equal to the amount of 5 days of wages for the employee at their hourly rate. Estimated cost for the bonus will be at \$45,000 but will not impact the overall budget due to the savings during the school closures (Gordon)

Mr. Gordon explained that this action would allow the classified employees to recoup lost wages from the 5 days of school closures due to local fires. The closures did not impact our average daily attendance and therefore did not affect our revenues which will be back-filled by the state. Mr. Gordon is recommending that these funds be provided to staff members as a bonus before the winter break.

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

B. ACTION: Administration recommends approval of an [amended school calendar](#) for the current school year to add one instructional day on April 7, 2025 in response to school closures due to fires and air quality. (Gordon)

Mr. Gordon showed the results of a survey that he sent out to classified and certificated staff members, asking about adding instructional days to the school calendar to make up for the school closure days. The majority of staff members voted to have April 7, 2025 changed from a teacher Innovation Day to regular student day. There was discussion about how many instructional days we are required to have as a charter school, and how many buffer days we have built into the calendar.

Motion to approve; Bonnie Mitchell, seconded by Eli Gillespie. Votes: Jason Jimenez; aye, Bonnie Mitchell; aye, Eli Gillespie; aye, Jacob Rosario; aye, Mike Casavan; nay. Motion carried.

C. ACTION: Approval of the [J-13 documents](#) regarding school closures due to local fires. (Gordon)

Mr. Gordon explained that this is the first year that Inland Leaders has sent in a request for reimbursement from the state. He mentioned that we saw a significant decrease in attendance after the fires due to poor air quality.

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

D. ACTION: Approval of the [instructional minutes](#) for all grade levels. (Gordon)

Mr. Gordon mentioned that the auditors recommended having the board members approve the instructional minutes each year.

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

E. ACTION: Administration recommends the approval of a Memorandum of Understanding (MOU) with The Well Counseling Center (TWCC) to provide mental health services at the school sites before and after the school day.

This action was tabled.

- F. ACTION:** Approval of the yearly [state audit](#) for the 2023-2024 school year as completed by Clifton, Larsen, Allen, LLP. (Gordon)

Mr. Gordon gave a brief description of what the auditors do and shared some of the numbers. He mentioned that the auditors had one finding in regards to how we maintain records for unduplicated pupils. This comes out of the Free and Reduced Lunch applications which provides supplemental funding for the school. The financial data for a particular family was not transferred correctly onto a spreadsheet. There will be an adjustment to our funding. Motion to approve; Mike Casavan, seconded by Bonnie Mitchell. All in favor; motion carried.

- G. ACTION:** Board to approve the selection of Eli Gillespie and Jay Jimenez to be placed on the Community Board Member election ballot to be published by December 30, 2024. (Gordon)

Mr. Gordon mentioned that there are 2 board members whose terms are expiring. This action will allow Jay Jimenez and Eli Gillespie to have their names on the ballot for the upcoming term. Motion to approve; Jacob Rosario, seconded by Mike Casavan. All in favor, motion carried.

BOARD POLICY ADDITIONS/ AMENDMENTS

- A. none

RESOLUTION

- A. [Resolution](#) to recognize and commemorate the school closures on 9-9-24, 9-10-24, 9-12-24, 9-13-24 and 10-1-24 due to the local fires.

Motion to approve; Mike Casavan, seconded by Eli Gillespie. 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. September 9, 2024 Board [Minutes](#)

- B. **Check Register(s):** September 2024, October 2024; [September 2024 Check Register](#); [October 2024 Check Register](#)

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

- a. None

- D. **Acceptance of donations:**

- a. General Donations: None
b. In-Kind Donations: **Lightspeed Technologies: Redcat with Flexmike and Sharemike System**
c. Fundraising Donations: **Panda Express "Spirit Night" 7th Gr \$170.94; Chipotle "Spirit Night" 7th Gr \$413.41**

- E. **New Hires**

- a. Certificated
i. Jamie Sensenig, Substitute Teacher
ii. Anyssa Beltran, Substitute Teacher
iii. Erin Hart, Substitute Teacher
iv. Allie Marquardt, Substitute Teacher
v. Ruben Romero, Substitute Teacher

b. Classified
i. Allison Adair, General Substitute
ii. Sarah Mahlstedt, General Substitute
iii. Samantha Orcutt, Child Nutrition Serv Worker I
iv. Kaela Yribe, General Substitute
v. Pedro Barreto Jr, General Substitute

- F. **Resignations**

- a. Certificated
i.
b. Classified
i. Trinity Altamirano, Student Coach (New position General Sub)
ii. Victoria Calderon, Classroom Aide- SpEd

G. Business Functions

- a. Annual approval of the SuperCoop agreement for Child Nutrition Services to provide tracking and delivery of USDA foods.
- b. Approval to increase hourly wage rates of classified substitutes to \$16.50 to meet California minimum wage increase requirements starting January of 2025. This increase applies to general substitutes and resident substitute hourly rates.

H. Quarterly Report on Uniform Complaints to comply with the Williams Settlement

(none)

I. Special Human Resource Functions

- a. Approval of Local Assignment Option for Cathy Coate to teach the Leadership course.
- b. Approve a leave of absence for Michael Ann Rearick due to her deployment in the Air Force Reserves from January 6, 2025 to March 11, 2025.

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

RATIFICATIONS

- A. Approval of Joey Demarco to take leave without pay from October 25 to November 4, 2024.
- B. Kristina Pashman, student coach at YBC, is requesting leave without pay for the dates of November 4th through November 8.
- C. Shelby Arbeiter, teacher, is requesting leave without pay for November 7-15 for her wedding.
- D. Helena Murphy, classified support staff, requests leave without pay due to bereavement from Nov. 4-8
- E. Approval of the Riverside County Office of Education Master Services Agreement to provide special education services for the 2024-2025 school year.

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

CLOSED SESSION

- A. Property Negotiation

Board moved to closed session at 6:46PM. No action was taken during closed session. The Board discussed property negotiations.

BOARD MEMBER COMMENTS

Eli Gillespie- felt that it was a good meeting and he enjoyed the awards ceremony.

Jake Rosario- thought it was great to see all the kids getting awards and liked all the [students] growth that was made. He appreciated the hard work that the teachers put in. He showed appreciation to Mr. Partridge on his work on the Summer School program.

Bonnie Mitchell- appreciates that Mr. Partridge likes doing Summer School. She asked if there was going to be an evaluation of the ELO-Program. Mr. Perry stated that the last review was done in September and explained that it is an enrichment program and not designed to be remediatory. There was discussion about what the program offers and how well the program is doing.

Mike Casavan- is amazed by [Inland Leaders'] dedication to the students, attention to detail, and leadership set by example.

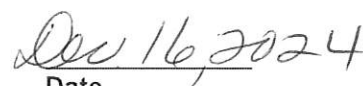
Jay Jimenez- liked the awards assembly, appreciated the Summer School presentation and all the information given on the audit.

SCHEDULING OF NEXT BOARD MEETING

The next board meeting was scheduled for Dec. 16, 2024, 5:00pm at YBC.

ADJOURNMENT- Boad meeting adjourned at 7:22pm.


Board Secretary


Date