

## ICNS Board Meeting Minutes

June 4, 2020

**Meeting called to order at 7:05 p.m.**

**Members present:** Evelyn Le, Donna Schwartz, Wende Hernandez, Ashley Sarmiento, Nicole Best, Sarah Duke, Carey Zamora, Margaret Valle, Brooke Tawanna, Salome Carrigan, Darnell Hurst, Cathy Vuong, Sarah Wiles

**Approval of Minutes from May** - Wende made a motion to approve, Carey seconds, ayes have it, motion carries.

### **A. Evelyn and Nicole**

- a. Welcome new Board members -
- b. Exiting board members to meet individually with incoming members and go over position responsibilities

### **B. Wende**

- a. No new adjustments to the budget.
- b. PPP Loan - to apply for forgiveness in the coming future.
- c. ELL Loan of \$3,000
- d. SBA Loan is open for any amount up to \$58,800 with a 2.75% interest rate. Wende to apply for loan.
- e. To set up next board meeting beginning of July.

### **C. Cathy**

- a. Registration/Enrollment update - 2 day (8 students), 3-day class (24 students)
- b. School tours - Ms. Donna to check with the City of Irvine if it's possible to meet with one family at a time. Possible virtual tour to be made.

### **D. Donna**

- a. Potential new schedule: Morning shift: 9:00 a.m. - 11:00 a.m. (No snack, with possibility to bring your own water and snack) Cleaning between 11:00 a.m. - 12:00 p.m. Afternoon shift: 12:00 p.m. - 2:00 p.m. One parent volunteer at a time.
- b. Limit of 10 students at a time for fall 2020.
- c. Potential new teacher schedule: Monday - Friday 8:30 a.m. - 2:30 p.m.
- d. Parent education meetings: Ms. Donna to meet with 10 parents at a time outdoors. One parent to record meetings.
- e. Potential park play dates apart from school time.
- f. No Zoom meetings planned for the Summer.
- g. Update on upcoming school year - If EDL continues in the fall, plans for ICNS curriculum to be determined.

- h. ICNS will follow all safety guidelines: Including taking daily temperature, outdoor hand washing stations, etc.
- **Returning parents** to send Wende an email with potential questions to ask incoming parents to get an understanding of comfort level, expectations and hopes for next school year.

Meeting adjourned at 8:25 p.m.