



“Providing a strong educational foundation to all students who are in need of direction and support in learning English and finding their way in a new culture.”

GOVERNING BOARD AGENDA- Special Board Meeting

Meeting of Friday, February 7, 2025 at 5:30PM
5465 El Cajon Blvd., San Diego, CA 92115 (Library)

Mission: Iftin Charter School provides students in grades TK-8 an academically rigorous, common core aligned curriculum, supplemented with a technology intensive program in a student centered, safe and caring learning environment. ICS addresses the needs of a diverse group of students, their families and communities by building on the strengths of the students’ cultural heritage and life experiences. ICS students are educated and enlightened to become successful, lifelong learners and valuable members of the global community.

Approval of Agenda: Dr. Joseph Johnson

WELCOME GUESTS / CALL TO ORDER 5:30PM

Roll Call

Dr. Joseph Johnson	President
Rahmo Abdi	Secretary
Mulki Hersi	Treasurer
Faisal Ali	Member
Ibrahim Hassan	Member
Shuayb Mumin	Member
Rashid Mursal	Member

PUBLIC COMMENT

PUBLIC COMMENT— Anyone wishing to address the Board on agenda, non-agenda, and/or Closed Session items may do so. Individual speakers will be limited to three (3) minutes. Total public input on any one subject may be limited to fifteen (15) minutes, and may be extended at the discretion of the Board Chairperson. Comments on an agenda item may be taken when the agenda item is discussed by the Board. Comments on non-agenda items will be heard before the Consent Motion.

Consent Items

- A) Approval of meeting minutes of 10/18/24 and 11/15/24

Discussion Items

- A) CEO Report

Action Items

- A) Approve Debit Card Policy

Closed Session

None

Report to Open Session

Reportable Action:

Advanced Planning

The next regularly scheduled Governing Board Meeting is to be held on Friday, February 28, 2025 at 5:30PM

ADJOURN

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office of Iftin Charter School at (619)265-2411. Notification of 48 hours prior to the meeting will enable the School to make reasonable arrangements to ensure accessibility to that meeting (28 CFR 35.102.35.104) If you would like to request any attachments or other public documents, contact Abdi Mohamud at: Moahamud@iftincharter.net



GOVERNING BOARD MINUTES – Regular Board Meeting

Meeting of Friday, October 18, 2024 at 5:30PM

5465 El Cajon Blvd., San Diego, CA 92115 (Library)

“Providing a strong educational foundation to all students who are in need of direction and support in learning English and finding their way in a new culture.”

Mission: Iftin Charter School provides students in grades TK-8 an academically rigorous, common core aligned curriculum, supplemented with a technology intensive program in a student centered, safe and caring learning environment. ICS addresses the needs of a diverse group of students, their families and communities by building on the strengths of the students’ cultural heritage and life experiences. ICS students are educated and enlightened to become successful, lifelong learners and valuable members of the global community.

Approval of Agenda: Dr. Joseph Johnson

WELCOME GUESTS / CALL TO ORDER 5:30 AM

Roll Call

Dr. Joseph Johnson	_____	President present
Rahmo Abdi	_____	Secretary present
Mulki Hersi	_____	Treasurer present
Faisal Ali	_____	Member present
Ibrahim Hassan	_____	Member present
Shuayb Mumin	_____	Member present
Rashid Mursal	_____	Member present

Call to Order and Establishment of Quorum

- Dr. Joseph Johnsons called the meeting to order at 5:30 p.m.

PUBLIC COMMENT

PUBLIC COMMENT— Anyone wishing to address the Board on agenda, non-agenda, and/or Closed Session items may do so. Individual speakers will be limited to three (3) minutes. Total public input on any one subject may be limited to fifteen (15) minutes, and may be extended at the discretion of the Board Chairperson. Comments on an agenda item may be taken when the agenda item is discussed by the Board. Comments on non-agenda items will be heard before the Consent Motion.

N/A

CONSENT ITEMS

N/A



GOVERNING BOARD MINUTES – Regular Board Meeting

Discussion Items

A) CEO Report, Maslah Yussuf

I am pleased to provide an update on our school's progress. Our current enrollment stands at 540 students, with strong demand reflected in waitlists for grade levels that have reached capacity, including 6th grade, TK, and 1st grade. As we continue to grow, we are nearing our facility's capacity, and we are actively engaging with SDUSD to explore options for securing additional space to accommodate our students' needs.

Parent engagement remains a key strength of our school community. Families are highly involved in their children's education, supporting both academic and extracurricular activities. Their partnership is essential to our students' success, and we are grateful for their ongoing commitment.

Our educational programs are running smoothly, ensuring a high-quality learning experience for all students. We continue to provide robust academic support before and after school, reinforcing our commitment to student achievement.

Thank you for your continued support as we work to enhance opportunities for our students and families.

B) 2024 Local Control Accountability Plan

The development of our Local Control Accountability Plan (LCAP) is a collaborative effort that ensures all stakeholders have a voice in shaping the goals and priorities of our school. Through an inclusive engagement process, we gather input from parents, staff, students, and community members to align our educational programs with the needs of our students.

To ensure broad participation, we conducted a stakeholder survey, inviting families, teachers, staff, and students to share their perspectives on school programs, student achievement, and areas for growth. The survey provided valuable insights that helped us prioritize funding and support for academic and social-emotional initiatives.

Additionally, our School Site Council (SSC) played a crucial role in the review and discussion of the LCAP. During a dedicated meeting, SSC members examined the plan, provided feedback, and made recommendations to refine our strategies. Their involvement ensures that our goals are responsive to student needs and aligned with our broader school mission.

After gathering input from stakeholders and the School Site Council, we reviewed the feedback and made necessary revisions to the LCAP. This process ensures that our plan remains dynamic and reflects the evolving needs of our students. The final LCAP is then submitted to the appropriate agencies for approval and implementation.



GOVERNING BOARD MINUTES – Regular Board Meeting

Our commitment to ongoing engagement means that we will continue to seek input from our school community to guide the effective implementation of the LCAP and drive continuous improvement in student success.

Action Items

- A) Approval of 2024 Local Control Accountability Plan
- B) Motion Hersi Second Mursal Ayes, Ali, Mursal, Mumin, Hersi, Johnson, Abdi Hassan Nays N/A Abstain N/A Absent N/A

Closed Session

Anticipated Litigation (Gov. Code Section 54956.9(d)(4))

Report to Open Session

Reportable Action: None

Advance Planning

The next regularly scheduled Governing Board Meeting is to be held **on Friday, November 15, 2024** at 5:30PM.

Adjournment. 7:49pm

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office of Iftin Charter School at (619)265-2411. Notification of 48 hours prior to the meeting will enable the School to make reasonable arrangements to ensure accessibility to that meeting (28 CFR 35.102.35.104) Additional questions can be sent to Operations Manager, Abdi Mohamud, at Mohamud@iftincharter.net



GOVERNING BOARD MINUTES – Regular Board Meeting

Meeting of Friday, November 15, 2024 at 5:30PM

5465 El Cajon Blvd., San Diego, CA 92115 (Library)

“Providing a strong educational foundation to all students who are in need of direction and support in learning English and finding their way in a new culture.”

Mission: Iftin Charter School provides students in grades TK-8 an academically rigorous, common core aligned curriculum, supplemented with a technology intensive program in a student centered, safe and caring learning environment. ICS addresses the needs of a diverse group of students, their families and communities by building on the strengths of the students’ cultural heritage and life experiences. ICS students are educated and enlightened to become successful, lifelong learners and valuable members of the global community.

Approval of Agenda: Dr. Joseph Johnson

WELCOME GUESTS / CALL TO ORDER 5:30 AM

Roll Call

Dr. Joseph Johnson	_____	President present
Rahmo Abdi	_____	Secretary present
Mulki Hersi	_____	Treasurer present
Faisal Ali	_____	Member present
Ibrahim Hassan	_____	Member present
Shuayb Mumin	_____	Member present
Rashid Mursal	_____	Member present

Call to Order and Establishment of Quorum

- Dr. Joseph Johnsons called the meeting to order at 5:30 p.m.

PUBLIC COMMENT

PUBLIC COMMENT— Anyone wishing to address the Board on agenda, non-agenda, and/or Closed Session items may do so. Individual speakers will be limited to three (3) minutes. Total public input on any one subject may be limited to fifteen (15) minutes, and may be extended at the discretion of the Board Chairperson. Comments on an agenda item may be taken when the agenda item is discussed by the Board. Comments on non-agenda items will be heard before the Consent Motion.

N/A

CONSENT ITEMS

A) Approval of meeting minutes of 7/1/24, 7/26/24, 8/30/24 and 9/13/24

Motion Ali Second Mumin Ayes, Ali, Mursal, Mumin, Hersi, Johnson, Abdi Hassan Nays N/A Abstain N/A Absent N/A



GOVERNING BOARD MINUTES – Regular Board Meeting

Discussion Items

A) CEO Report, Maslah Yussuf

Quote of the Month:

Mahatma Gandhi once said, "Be the change you wish to see in the world." At Iftin Charter School, we are committed to embodying this principle by fostering collaboration, continuous improvement, and a relentless focus on student success.

1. Parent Engagement

This month, we hosted our most well-attended parent meeting to date, where we shared our school-wide expectations. Key highlights included:

Emphasizing the importance of students arriving at school on time daily.

Outlining the support structures available to students, such as before-school, after-school, and in-school interventions provided by our Student Success Specialist and Math Intervention Teacher.

The turnout and engagement from parents demonstrate a growing partnership in supporting our students' success.

2. Facility Advocacy

We met with Richard Barrera to discuss the district's support for families interested in our school but limited by our current facility constraints. A follow-up meeting is scheduled for December 3 with Dr. Johnson, Dr. Sharon, Richard, Abdi, and myself to explore actionable solutions.

3. Improving School-Wide Discipline

A productive meeting was held with our Instructional Leadership Team (ILT), with Dr. Johnson in attendance, to discuss strategies for enhancing our school-wide discipline system.

A follow-up meeting is scheduled for Thursday to finalize a more effective plan that meets the needs of both our students and staff.

4. Learning from Exemplary Schools

Some ILT members visited Vieser Charter School in Chula Vista with Dr. Johnson to observe best practices.

Next Thursday, our leadership team and middle school teachers will visit the same school to focus on its middle school structure and gather insights for implementation at Iftin.

5. Thanksgiving Preparations

As we approach Thanksgiving break, we are preparing for a smooth transition and planning to share updates on upcoming school initiatives in the next board meeting.

6. Audit Finalization

We are in the final stages of completing our audit. The final report will be shared with the board as soon as it becomes available.

Thank you for your continued support. Should you have any questions or comments, I am happy to address them.



GOVERNING BOARD MINUTES – Regular Board Meeting

B) Board Financial Report

Actual to Budget: This report is as of Sep 30, 2024, compared against our board-approved budget on June 14th, 2024, this was based on a budgeted enrollment count of 530 and budgeted ADA of 450. Budgeted net deficit for the year in this report was <\$156k> .

****NOTE:** Budget will be positively and negatively impacted depend on the schools final ADA number – this won't be officially known until mid/late April 2025. Average value per full ADA is around ~\$15K; so, each ADA shorter than the budgeted amount will negatively affect the budget by around ~\$15K and each ADA greater than the budget amount will be positively affected by the same amount

YTD Revenues through Sep 30, 2024, are \$1,460,123 or -7.2% under our current budget due to timing. Funds are being received slightly ahead of when they were budgeted. This is not a gain in new revenue and has no positive effect on budgeted net income. ****NOTE:** ~\$2.4M of budgeted revenue is based around restricted funds. School must find expenses and meet compliance requirements to earn these funds. If the school cannot, this will have a negative impact on the budget).

YTD Expenses through Sep 30, 2024, are \$2,000,794 or 5.1% over our current budget due to payroll expenses being greater than budgeted – the current trend suggests the school could be close to ~ over the original budget. This would significantly impact that budget in a negative manner. This is currently driven due to adding 10+ new employees and some rates on the original budget being lower than originally budget for. School plans to utilize new grants to offset this; and will account for both the expense and the revenue in the December budget revision.

Therefore, net income is (\$540,671) or 64.1% under our current budget.

Balance Sheet: As of Sep 30, 2024, we had total cash of \$3,522,818, short-term liabilities of \$2,131,926, and long-term liabilities of \$60,283. The ending fund balance is \$2,093,996.

Action Items

A) Approval of 2024 Local Control Accountability Plan

Motion Abdi Second Hassan Ayes, Ali, Mursal, Mumin, Hersi, Johnson, Abdi Hassan Nays N/A Abstain N/A Absent N/A

Closed Session

CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO GOVERNMENT CODE SECTION 54957(b)(1). Position: Chief Executive Officer

Report to Open Session

Reportable Action: None



GOVERNING BOARD MINUTES – Regular Board Meeting

Advance Planning

The next regularly scheduled Governing Board Meeting is to be held on **Friday, December 13, 2024** at 5:30PM.

Adjournment. 7:56pm

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office of Iftin Charter School at (619)265-2411. Notification of 48 hours prior to the meeting will enable the School to make reasonable arrangements to ensure accessibility to that meeting (28 CFR 35.102.35.104) Additional questions can be sent to Operations Manager, Abdi Mohamud, at Mohamud@iftincharter.net



Iftin Charter School

Subject: Debit Card Use Policy

Policy #2000-3

1. Purpose

The purpose of this policy is to establish strict controls over the use of Iftin Charter School's debit card(s) to ensure compliance with public fund review standards, prevent unauthorized expenditures, and maintain fiscal responsibility. Due to the higher risk associated with debit card transactions, their use is restricted to emergency situations only, with strict oversight and documentation requirements.

2. Authorization and Issuance

- The school's debit card(s) shall be issued only in the name of Iftin Charter School and shall be linked to an official school bank account.
- Debit card use is restricted to emergency purposes only, when other forms of payment (e.g., purchase orders, checks, or credit cards) are not feasible.
- The Board of Directors must approve the issuance of any debit card(s) and designate a limited number of authorized users, restricted to:
 - CEO (Chief Executive Officer)
 - Operations Manager
- Authorized users must sign an acknowledgment form agreeing to comply with this policy and all documentation and reporting requirements.

3. Permissible Uses

The debit card may only be used in emergency situations, including but not limited to:

- Unexpected urgent repairs necessary for school operations (e.g., plumbing, electrical, HVAC).
- Emergency supply purchases when immediate procurement is necessary to avoid disrupting student learning.
- Travel-related emergencies during pre-approved school business trips.

4. Prohibited Uses

The debit card shall not be used for:

- Routine purchases that can be made through standard procurement processes.
- Personal expenses or cash withdrawals.
- Cash-back options at any point-of-sale.
- Alcohol, tobacco, or other restricted items.
- Splitting transactions to avoid approval thresholds.
- Non-budgeted expenses exceeding \$10,000 without prior Board approval.

5. Spending Limits and Approval

- The Board shall establish monthly and per-transaction spending limits for each cardholder.
- Any transaction exceeding \$1,000 requires prior written approval from the CEO or Operations Manager.
- Any single transaction exceeding \$10,000 for items not budgeted requires full Board approval before purchase.

6. Documentation and Reporting Requirements

To ensure compliance and transparency, the following documentation must be maintained and provided:

A. Required Backup Documentation (for audits and review)

- Itemized receipts with detailed descriptions of purchases.
- Written justification of the business purpose for each transaction.
- Pre-approval documentation if required under spending limits.



Iftin Charter School

B. General Ledger Recording

- All debit card transactions must be recorded in the general ledger within five (5) business days of the transaction.
- Transactions shall be categorized correctly to ensure accurate financial reporting and compliance with budgetary allocations.
- The Operations Manager shall conduct a monthly reconciliation of debit card transactions.

7. Compliance and Oversight

- The Board Finance Committee shall review debit card usage quarterly to ensure compliance.
- Any unauthorized or questionable transactions shall be flagged for immediate investigation.
- Due to the inability to dispute debit card transactions effectively, any unauthorized withdrawal or cash-back transaction will be considered a violation of this policy and may result in disciplinary action.
- The Board reserves the right to suspend or revoke debit card privileges if misuse is identified.

8. Violations and Consequences

- Misuse of the debit card may result in disciplinary action, including reimbursement of unauthorized expenses, suspension of card privileges, or termination of employment.
- If fraudulent activity is suspected, legal action may be pursued.

9. Policy Review and Amendments

- This policy shall be reviewed annually by the Board of Directors and updated as necessary to maintain compliance with fiscal best practices and authorizer requirements.

Board Approval

This Debit Card Policy was reviewed and approved by the Iftin Charter School Board of Directors on 02-07-2025.

Board Secretary Signature:

CEO Signature: _____