



# BOARD MEETING

*Location* Innovation Charter School; 600 SW 3<sup>rd</sup> St., Pompano Beach, FL

*Date | time* 10/7/2015 10:00 AM

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## In Attendance

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Chad Causey- Board Chairman

Nicole Johansson- Board Secretary and Treasurer

David Salvatelli- Board Member

Other

Tiffanie Holm, Principal

Kori Ellis, ICS staff

Paula Lonsway, ICS staff

Joe Asen, CSMC (by phone)

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## Call to Order

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The meeting commenced at 10:01 AM with a Call to Order by the Chairman Mr. Chad Causey. Roll call was taken and a quorum was established.

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## Approval of Minutes

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Chairman Causey requested the board review the minutes from July 8, 2015 and note any changes. The minutes stand.

**MOTION: made by David Salvatelli to approve the minutes of July 8, 2015. Chad Causey seconded. Motion was approved unanimously.**

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## School Update

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- Facilities, Enrollment and Staffing Update (Principal, Tiffanie Holm)
  - Working with John Knox, interest for volunteers
  - Celebrating reading on October 21<sup>st</sup> – each child receives a book to take home.
  - There have been some changes to faculty – a member who resigned, and one who was discharged due to enrollment
  - Enrollment is 235.
- Beginning to work with landlord to review the buildout for next school year.
- The students will soon be taking their 2<sup>nd</sup> assessment online which will begin to give us an understanding of their progress.

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## Financial update

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- Financial update (Principal, Tiffanie Holm & Joe Asen, CSMC)
  - Reviewed financial statements as of August 31, 2015
  - Excess revenue includes FTE disbursement for September.
  - Budget amendments will be inputted in the near future.
  - December/January is when revenue for Title 1, Food Service, etc. will be received.
  - Expenses for capital outlay, books & supplies are high because of start-up

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## Old Business

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None

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## New Business

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- A revised procurement policy was presented by Treasurer Johansson.  
**MOTION: made by David Salvatelli to approve the revised procurement policy. Chad Causey seconded. Motion was approved unanimously.**
- Treasurer Johansson recommended the addition of Leiza Gomes to the Board of Directors for a one year term.  
**MOTION: made by David Salvatelli to approve the revised procurement policy. Chad Causey seconded. Motion was approved unanimously.**
- The addition of Paula Lonsway as a signatory for the ICS checking account was recommended by Treasurer Johansson.  
**MOTION: made by Chad Causey to approve the revised procurement policy. David Salvatelli seconded. Motion was approved unanimously.**

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## Public Comment

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None

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## Next Meeting

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Board meeting dates for the remainder of the 2015-2016 school year were set as:

April 13, 2016 10 AM

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## Motion to adjourn

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**MOTION to adjourn the meeting was made by Chad Causey. Seconded by David Salvatelli. Approved unanimously.**

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Nicole Johansson, Secretary

Date: \_\_\_\_\_