



BOARD MEETING MINUTES

Location Innovation Charter School
600 SW 3rd St., Pompano Beach, FL 33060

Date | time 6/2/2017 8:30 AM

Call to Order & Establish Quorum

Board of Directors

Chad Causey (Chair)
Nicole Johansson
Leiza Gomes
Tammy Hoskins

ICS Faculty & Staff

David Salvatelli (Principal)
Susan Alexander (Interim Assistant Principal)
Paula Lonsway (Business Manager/Registrar)

Public

Tylena Adudu
Paul Walker

Call to Order

The meeting commenced at 8:34am with a Call to Order by the Chairman, Mr. Chad Causey. Roll call was taken and a quorum was established.

Minutes for Approval

Chad Causey requested that the board review the minutes from the April 26, 2017 meeting and note any changes.

MOTION: made by Nicole Johansson to approve the minutes of April 26, 2017. Leiza Gomes seconded. Motion was approved unanimously.

Items to be Added – Close Agenda

Chad Causey and Leiza Gomes requested that they be given an opportunity to address the board.

School Update & Principal Reports

- State of the School (Principal Salvatelli)
 - o Enrollment –Decrease of 10 students due to a few families moving out of the area and families being irresponsible to inquiries as to student truancy.
 - o Student Recruitment – There are approximately 20 kindergarten student openings for the 2017-'18 school year. Two more open houses are scheduled for June and July, as is a recruitment event at a local preschool via invitation to be part of their VPK graduation. A staff member will be retained over the summer to oversee generation of leads and transition leads to enrollment.
 - o Finances – The budget is operating with the projections with adjustments made within the parameters of the budget guidelines.
 - o ESE/ELL & MTSS – There are 29 students on the caseload with all families indicating their students will return for the 2017-'18 academic year. The current student body has 9% ESE.
 - o School Improvement Plan – Reports flow to the district/sponsor via the reporting mechanisms in place with all benchmarks complete as of yesterday. If ICS earns a D for this academic year, then there is a SIP next school year. If ICS earns a C, there will not be a SIP.
 - o Title I & Parent Involvement – SIP report speaks to the most recent parent event with increased participation in the Spring Math & Literacy evening event, which was a combination of student-led, teacher-facilitated activities.
 - o Academics & Assessments – The state will release the last 3 sets of FSA scores by the last day of school.
 - o Staffing – No staffing changes have occurred since the last board meeting.
 - o Staff Recruitment – Job openings are posted to teachers-teachers.com and the ICS website with research being done as to posting them to indeed.com. Interviews are underway with 9 positions to

- be filled.
- o Grants – eRate grant quotes from participating, approved vendors were received. A quote for connectivity and for upgrading classroom access points are being considered with an expected reimbursement rate of up to 85% for these expenditures. Required documentations and a draft application was submitted to the District/Sponsor for the 21st Century Community Learning Center grant. This grant would provide funding for after school academic enrichment programs for seventy-five 3rd-5th grade students, a four days per week for three weeks summer academy, and parent/adult family member literacy and language lab as well as at least five evening sessions that cover pertinent topics.
- o Annual Monitoring Visit – Brenda Santiago will visit June 21, 2017, at 3pm. All materials are updated and maintained throughout the year and ready for her review.

MOTION: made by Tammy Hoskins to accept the principal’s report. Nicole Johansson seconded. Motion was approved unanimously.

Discussion & Approvals

- o Summer Office Schedule – Principal Salvatelli reported that the front office will be open Monday through Thursday 8am-3pm with three people present. During the week of July 4th, the office will close. The District/Sponsor has been notified of the schedule and parent/guardian(s) have been informed via school website, Facebook, and backpack notifications.
- o Board Meeting Schedule for 2017-'18 – Tammy Hoskins presented the proposed meeting schedules, ask board member to check their schedules and to provide two alternates for any dates/times that conflict with their schedules. The dates and times listed coincide with timing that aligns with the ICS/District 2017-'18 academic calendar.
- o Budget for 2017-'18 – A budget narrative will be prepared for the 2017-'18 academic year to be presented at the next board meeting. New roles/positions include a Director of Academics, an Assistant Principal, and two additional Education Assistants. ICS faculty and staff will participate in the District/Sponsor’s professional development.

MOTION: made by Nicole Johansson to approved hiring of positions detailed in sections 6300 and 6500 based on the presented draft budget of the same. Chad Causey seconds the motion. The motion passes unanimously.

- o Addition of New Board Members

MOTION: made by Nicole Johansson to appoint Paul Walker and Tylene Adudu as board members to be effective as of June 9, 2017. Leiza Gomes seconded the motion. The motion passed unanimously.

- o Chad Causey and Leiza Gomes submitted letters of resignation to be effective as of June 9, 2017. Nicole Johansson thanked both board members for their service and support.

MOTION: made by Nicole Johansson to accept the resignations of Chad Causey and Leiza Gomes. Tammy Hoskins seconded the motion. The motion passed unanimously.

- o Annual Conflicts of Interest- Tammy Hoskins asked the board members to review the conflict of interest forms and submit signed documents at the next board meeting.
- o Principal Candidate- Susan Alexander’s resume is presented. Chad Causey thanked Mrs. Alexander for participating and moved the meeting to a closed session. Principal Salvatelli shared that Mrs. alexander is a qualified administrator who is serving as Interim Assistant Principal. She is learning District/Sponsor specific processes and procedures. Mrs. Alexander has successfully implemented systems, infrastructure, procedures, parent interaction, and teacher development initiatives.

MOTION: made by Tammy Hoskins that an offer letter be extended to Susan Alexander for the role of principal. Chad Causey seconded the motion. The motion passed unanimously.

Old Business

None

Public Comment

None

Next Meeting

June 27, 2017 at 1:00pm

Adjournment

MOTION: made by Nicole Johansson to adjourn the meeting. Tammy Hoskins seconded. Motion was approved unanimously.

Tammy f Hoskins

Tammy Hoskins, Board Secretary

6/27/17

Date