



SPECIAL SESSION- BOARD MEETING MINUTES

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

Date | time 6/8/2018 12:30 PM

Attendance

Board of Directors

Paul Walker (Chair)
Nicole Johansson (Treasurer)
David Salvatelli
Tylene Adudu
Tammy Hoskins (Secretary)

School Representatives

Susan Alexander (Principal)
Marisa Anderson (Office Manager/Registrar)

Call to Order

The meeting commenced at 12:33pm with a Call to Order by Paul Walker. Roll call was taken and a quorum was established. Paul comments on behalf of the board with heartfelt condolences for the ICS kindergarten student and her family during this difficult time.

Minutes for Approval

Paul Walker presented the minutes for the May 24, 2018 board meeting.

MOTION: made by Nicole Johansson to approve the minutes for that meeting. David Salvatelli seconded. Motion was approved unanimously.

Principal's Report

Susan Alexander shares the following report and updates:

- Enrollment- 363 students currently enrolled.
- 2017-'18 Forecast- Budget is balanced and within approved parameters.
- Grants-
- Academics, Assessments, ESE, ELL & MTSS/RTI- An overview of the FSA ELA testing, score ranges, and percentages earned in ELA as well as comparisons to the testing outcomes for the previous 2 school years are reviewed showing gains achieved. There are 149 ELL students, all have successfully completed their FSA testing and WIDA results will determine new ELL classifications for the next school year. Schedules will be devised so all students and teachers begin the process from the beginning of the school year and testing for new and previous students will be conducted according to the ELLavation district computer program with parent conferences on the appropriate dates. 50 RTI referrals have been reviewed and processed this year. RTI team has been with teachers to ensure appropriate plans are being implemented and folders updated with appropriate materials for all students. The BASIS website has been updated.
 - Title I- The submitted budget was approved by the Title I office. Marisa will be the liaison this year.
 - Staff- Mrs. Alexander shares that a new director has been hired for the 21st CCLC program. Recruitment for the upcoming year is underway for 6 teachers and 2 educational assistants. There is a pending hire for the Academic Director/Literacy Coach who will have MTSS integrated as part of his/her responsibilities.
 - Student Recruiting & Enrollment for 2018-'19- 341 students are enrolled. Thirty-seven more student applications are in process. Strategies for follow up and additional recruitment/enrollment events are shared and discussed.
 - Upcoming Events & Calendar Items- The District monitoring visit is scheduled for June 11th. The 21st CCLC Summer Academy will be conducted June 11th-28th (Mon-Thurs). A dedication ceremony to honor Tiffanie Holm will be held on June 14th. Report cards will be issued June 27th. Summer office hours are Mon-Thurs 8am-3pm with the office closed on Fridays and for the week of July 2nd-6th.

MOTION: made by Tammy Hoskins to accept the Principal's Report and Updates. Tylene Adudu seconded. Motion was approved unanimously.

New Business & Discussion

- 2018-'19 Board Meeting Schedule- Tammy advises as to the suggested dates and school staff and board members review the same. Calendar invitations will be sent and the schedule will be posted as required.

- Possibility of new bank- Nicole recommends that the school's bank account be moved to a smaller institution as the fees paid for the Bank of America services are unnecessary. She will research other options.
- Review of board policies- Paul recommends moving this to the next session.
- Conflict of Interest forms- Tammy distributes the forms for board members to complete and submit.
- Employee Handbook- The ICS employee handbook is reviewed and approval of the same is sought for adoption for the upcoming school year.
- School Calendar- In compliance with the charter, ICS will follow the BCPS academic year calendar.
- 21st CCLC Renewal Documents- The documents requiring the superintendents signature have been submitted to the grants administration office to secure Superintendent Runcie's signature and all supporting documents will be uploaded via the Survey Monkey on June 22nd.
- FCPCS Evaluation System- This system will be used for evaluating all ICS faculty, staff and employees.

Old Business

- 2018-'19 Budget- Nicole Johansson proposes budget with changes made to set curriculums funds aside, prioritize salaries with an additional \$20,000 for hiring/re-hiring.
 - Services Proposals and Painting- Paul Walker recommends contacting a nearby non-profit for possible help with painting.
 - Playground Dedication to honor Tiffanie Holm- Plans have been made and invitations sent. The program will include a time of sharing by colleagues and family.
- MOTION: made by Nicole Johansson to approve by consent on all New Business and Old Business items. David Salvatelli seconded. Motion was approved unanimously.**

Public Comment


None

Next Meeting

July 12, 2018 at 1:00pm

Adjournment

MOTION: made by Paul Walker to adjourn the meeting at 1:47pm. Nicole Johansson seconded. Motion was approved unanimously.



 Tammy Hoskins, Board Secretary

 7/12/18

 Date