



## BOARD MEETING MINUTES

**Location** Innovation Charter School  
600 SW 3<sup>rd</sup> St., Pompano Beach, FL 33060

**Date | time** 11/15/2018 1:00 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 (Administrative Assistant)

### Call to Order

The meeting commenced at 1:03pm with a Call to Order by Paul Walker. Roll call was taken and a quorum was established.

### Added Items

None

### Close Agenda

### Review of Documents

Meeting Minutes for review and approval- September 6, 2018

**MOTION: made by Nicole Johansson to accept the minutes. David Salvatelli seconded. Motion was approved unanimously.**

Principal's Report & Updates- Susan Alexander, Principal, presents the following:

- Current Enrollment is 445.
- Academics & Assessments- Phonics intervention is being implemented due to being recognizes as an area where students need to improve. On-going implementation of iReady is underway with mid-year diagnostics to be conducted December 3<sup>rd</sup>-7<sup>th</sup>.
- 2018-'19 Forecast- Funds are being used as set forth in the 2018-'19 Forecast. \$2,916.68 Scholastic dollars were received from the October book fair, which will be used to purchase biographies for student use to prepare for the Living Museum/Parent Literacy Night to be held in January.
- Grants- Award letter of CCLC funding is presented. NSLP benefits entire school community and runs smoothly due to a new POS system that is in place and enables data reporting for NSLP and the vendor providing food services.
- ESE, ELL & MTSS- 4 students receive EP (gifted) services, 30 students receive ESE services, and 194 are active ELL students (LY). Seventy-eight (78) students were given new student testing/IPT (one-on-one). One hundred and forty (140) ELL committee meetings for student re-evaluations were conducted. This results in 194 ELL folders and documentations to be maintained and updated. Thirty-nine (39) students from the 2017-'18 school year were reinstated into the RtI/Basis system for the 2018-'19 school year. The CSP (Collaborative Problem Solving) Team meets monthly to review student progress and determine strategies, monitoring, and assessment toward any areas of concern. The MTSS Case Manager attends to gathering all required information for each student served and submits this to the ESE Specialist. The MTSS Case Manager also conducts professional development trainings through the year. ICS is 1.38% above the district average for number of ESE students at 6.5% of student population receiving these services. The ESE Specialist will attend workshops during this quarter for district personnel is this field scheduled for November 13 and 16, December 6, 19 and 21, and January 25.
- School-wide Plan for 2018-'19 is presented for board approval and is ready for submission on the December 7, 2018, due date to the district.
- Title 1- Allocation award amount was increased by \$9,900 with all reporting in compliance.
- Staff- Update on staffing for the 2018-'19 school year was provided with reporting that walk-through classroom

observations have begun using the FCPCS evaluation tool. These will be completed before the upcoming holiday break. Formal observations will begin February 2019.

- Upcoming Events & Calendar Items are presented. Special highlight is made to inform the board of the March 15, 2019, Family Celebration Day event that is to be held.

**MOTION: made by Tylene Adudu to accept the Principal's report. Tammy Hoskins seconded.**

**Motion was approved unanimously.**

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#### Old Business

- Review of revised 2018-'19 budget- Nicole Johansson, Treasurer, presented the updated budget. The line item for supplies has been increased to provide needed, additional copy paper.
- Recommended purchases- Budget with changes reflecting these purchases is determined.

**MOTION: made by Tammy Hoskins to approve an updated budget with recommended purchases included upon review by the Treasurer. David Salvatelli seconded the motion. Unanimous approval.**

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#### New Business & Discussion

- School Safety- School Safety Group held meetings on September 18 and October 11, 2018. Recommendations from these meetings are reviewed. Active Shooter training is scheduled for January 7, 2019.
- Public Safety Act- This document is reviewed by the board and signed by Paul Walker, Chair.
- Review of 990 and Audit- Documents are reviewed with no additional questions posed.
- Florida School Recognition Award- Proposal for how funds will be distributed is reviewed. All staff and faculty will vote as to acceptance of this proposal and funds will be distributed as detailed if a majority acceptance of the policy is reached.
- Anti-bullying Policy- The Broward County Anti-bullying Policy 5.9 is reviewed with approval requested.
- Out of Field Agreement is reviewed with approval requested.
- Discussion and review of "caring" aspect of ICS culture- Importance of boosting student self-esteem is stressed for them to be successful. ICS staff and community is encouraging each other to show all students and families that they care and support each other in attaining and demonstrating care and excellence.
- Expenditure funding- Allocations are reviewed for Curriculum (\$240,000), Technology (\$150,000), Maintenance (\$25,000), Teacher/Staff Incentive (\$30,000), and a reserve of 3% (\$238,333).

**MOTION: made by Nicole Johansson to propose these allocations for the above funding be set. Tylene Adudu motioned to accept this proposal. Tammy Hoskins seconded. Unanimous approval.**

- Discussion regarding student reading levels and pullouts- David Salvatelli will research ELL best practices and Principal Alexander will seek an increased number of new hires with ESOL certification.
- Mapping of ICS students- Year-to-year comparisons show where students are growing and which neighborhoods our students and families reside. Efforts to organize events in nearby neighborhood(s) will be planned.

**MOTION: made by Tammy Hoskins to approve the 990 and Audit as well as the Anti-bullying policy. Nicole Johansson seconded the motion. Unanimous approval.**

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#### Public Comment- None

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#### Next Meeting

February 15, 2019 at 1:00pm

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#### Adjournment

**MOTION: made by David Salvatelli to adjourn the meeting at 3:18pm. Tylene Adudu seconded. Motion was approved unanimously.**

  
Tammy Hoskins, Board Secretary

2/21/19

Date