



## SPECIAL SESSION- BOARD MEETING MINUTES

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

**Date | time** 09/05/2019 10:00 AM

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### Attendance

<i>Board of Directors</i>	<i>School Representative</i>
Nicole Johansson (Treasurer)	Susan Alexander (Principal)
David Salvatelli	Janet Yates (Assistant Principal)
Tammy Hoskins (Secretary)	
Tylena Adudu	

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### Call to Order

The meeting commenced at 1:02pm with a Call to Order by Nicole Johansson. Roll call was taken, and a quorum was established.

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### Items to be Added/Removed- None

Mrs. Hoskins requested that the Florida Consortium of Public Charter Schools (FCPCS) Membership renewal, Out of Field waivers, and discussion of the Best & Brightest Awards be added to the agenda.

**MOTION:** Mrs. Adudu motioned that these items be added. Mr. Salvatelli seconded the motion. Motion was approved unanimously.

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### Close Agenda

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### Review of Documents

Meeting Minutes for Approval- August 22, 2019

**MOTION:** Mr. Salvatelli motioned to approve the minutes. Mrs. Adudu seconded. Motion was approved unanimously.

### Principal's Report & Updates

Mrs. Alexander presented the Principal's Report and Updates relating the following:

- Current Enrollment- Attendance is approximately 430 students each day. There are 466 students enrolled and attending regularly with approximately 10% students absent. Follow up with families for these students is being done by administration and classroom teachers to encourage regular attendance and to inform as to the importance of the same.
- Budget/Finances- Comparison of income and expense for the last 3 years are presented and reviewed.
- ESE/ELL/MTSS-RTI- Sixteen students are served with a Matrix Service of 251 and 2 students are served with a Matrix Service of 252. Eighteen students with the possibility of two new additional students are being served as ESE with eligibility meetings scheduled that may result in there being ESE/EEP students totaling 26 by the end of September. Eleven students receive Speech services with 3 other possible candidates, pending psychologist recommendation. Re-evaluations for several students who have received services for 3 years will be held as will annual meetings. Some of which will be combined. Workshops and monthly meeting dates are shared. There are 192 active ELL students (LY). The ELL coordinator attended the Imagine Learning training that is being implemented for all A1 and Level 1 ELL students. Professional development was administered to teachers with instructional strategies as the focus. 2018/19 school year had 67 students in the MTSS/RTI Basis System with 48 for the 2019/20 school year, with anticipation that this number of students will increase. Teacher recommendations and tier intervention process is shared, with CPS (Collaborative Problem Solving Team) meetings and progress monitoring as well as parent collaboration are conveyed. Professional development for teachers has been and will continue to be conducted about the RTI process and implementing the MTSS (3-tier) framework.
- Academics & Assessment- Formative and summative assessments administered for each grade are shared

with a note that the paper based BOY, MOY, and EOY Benchmark noted for 1<sup>st</sup> and 2<sup>nd</sup> Grade students should be removed from the list as it is not required and will not be given. Details about the professional development conducted during teacher and staff orientation was shared with data meetings held where students in the lowest 25% were identified and those students showing potential to transition from a lower tier to a higher tier were also identified so as to better track progress and to create small groups.

- School Improvement Plan (SIP)- The SIP for Grades 3-5 is reviewed with attention drawn to the subgroups, focus areas, and action steps determined to address the needs of the students in these subgroups and the rationale for the focus areas chosen.
- Upcoming Events- Dates and times of Coffee and Conversation with the Principal, Spirit Week, and Picture Day, etc., are shared.

**MOTION:** Mrs. Hoskins motioned to approve the Principal's Report & Updates. Mr. Salvatelli seconded. Motion was approved unanimously.

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#### New Business & Discussion

- On-Site Programmatic Review- Mrs. Alexander related that this is scheduled for September 16, 2019, and include SIP processes being reviewed. She reported that the ESE/ELL files are complete in TERMS. She also shared that this will serve as part of the upcoming renewal.

- Membership renewal with FCPCS-

**MOTION:** Mrs. Hoskins motioned to approve renewing the membership with the FCPCS. Mrs. Adudu seconded. Motion was approved unanimously.

- Out of field waivers- Waivers are presented and reviewed for submission to Sponsor.

**MOTION:** Mrs. Adudu motioned to approve the waivers. Mrs. Johansson seconded. Motion was approved unanimously.

- Best & Brightest Teacher & Principal Program- Mrs. Hoskins conveyed the criteria of how teachers and principals are eligible to qualify and the 3 methods used to calculate how a school qualifies.

- Annual Audit- Mrs. Johansson shared that the annual audit was conducted and will be submitted with copies to be distributed to the board members.

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#### Old Business

- Contract Renewal Progress Update- During OSPR, asking for info on who to connect with & expected to
- Audit Update- Statute review as received from legal counsel. Awaiting further correspondence and/or request(s) from auditor's office.

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#### Public Comment- None

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**Next Meeting-** changed from November 12, 2019, to October 22, 2019 at 1.00pm

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#### Adjournment

**MOTION:** made by Mr. Salvatelli to adjourn the meeting at 2:36pm. Mrs. Adudu seconded. Motion was approved unanimously.



Tammy Hoskins, Board Member, Secretary

10/22/19

Date