



Inlet Grove Community High School, Inc.
Governing Board Meeting
Annual Retreat FY16 at the Palm Beach Gardens Marriott
Wednesday, July 22, 2015
Minutes

Emma T. Banks, Ed.D.
Principal

Kemia Lockhart, M.Ed.
Assistant Principal

Francisco Lopez, M.Ed.
Assistant Principal

Jon Myszkowski, M.Ed.
Assistant Principal

Keith Brown, Ph.D.
Community School Assistant Principal

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Health Unit Coordinators

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National Registry of Emergency
Medical Technicians

National Restaurant Association

600 West 28th Street Riviera
Beach, FL 33404 Phone:
561.881.4600
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www.InletGroveHS.com

I. Call to Order: The meeting was called to order at 10:04 a.m.

II. Determination of Quorum

Members	Staff	Guests
Craig Kahle, Member	Emma Banks, Principal	Danny Jones
Dr. Barbara Shuler, Member	Annette Gardner, Accountant	
Corey M. Smith, Member	Lauren Keller, Conf. Secretary	
J.R. Thicklin, Member		

III. Officers & Member Reports & Discussion:

- a. Officer Reports: none
- b. Board Member Reports: none

IV. Administrative Reports & Discussion

- a. Principal's Report
 - i. None
- b. Accountant's Report
 - i. Budget Amendment: Ms. Gardner reported the information for the FY15 Budget Amendment to the directors.

V. Public Comment on Agenda

- a. None

VI. Action Items (Discussion & Approval)

- a. A motion was made to approve the Budget Amendment for FY15 by J.R. Thicklin. Craig Khale seconded. There was no discussion. The motion was passed unanimously.

VII.

Old Business

- a. None

VIII. New Business

- a. Danny Jones, Prospective Board Member, was introduced to the board. Mr. Jones will be presented to the SAC at its September 17, 2015, meeting for nomination. If nominated, the nominating committee will present Mr. Jones for election to the board at its annual board meeting in October 2015.
- b. Review and Suggested Updates to:
 - i. Benefits Summary: The board was informed that updates to the Benefits Summary will be available in November 2015.
 - ii. Bylaws: The board made suggested changes to the Bylaws. The updates will be made in a Word.doc and redlined for review and approval at the next board meeting.
 - iii. Charter Contract: The board reviewed the Charter Contract. No changes were suggested. However, discussion was presented that the Pupil Progression Plan is updated. The progression plan is mentioned in section 9.0 D. on page 24 of the charter contract. (see p.24.) It was also mentioned that the board should be



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- aware of Part VI. Section P on page 56 with regard to legal requirements of the board's responsibility on reporting (see p.56.)
- iv. Faculty Handbook: The board made suggested changes to the Faculty Handbook. The updates will be made in a Word.doc and redlined for review and approval at the next board meeting. (see pg.11 for updates)
- v. Grievance Procedure: The grievance procedure is part of the *Faculty Handbook*. The board did not suggest any changes.
- vi. Pupil Progression Plan: The board will review the Pupil Progression Plan at a later meeting. Inlet Grove models its plan off of the District's, which has not yet posted for FY16. Once posted, changes will be suggested and the board will review.
- vii. Student Code of Conduct: The board made suggested changes to the Student Code of Conduct. The updates will be made in a Word.doc and redlined for review and approval at the next board meeting. (see p.29 for updates)
- viii. Substitute Teacher Handbook: There were no suggested changes made to the Substitute Teacher Handbook.

IX. Personnel

- a. None

X. Public Comment on Non-Agenda Items

- a. None

XI. Duly Noted:

- a. Corey Smith would like his name updated in all correspondence and official documentation.
- b. Craig Khale would like his contact number to reflect 561-689-1220.
- c. It is duly noted that Corey Smith arrived at 10:24 a.m.

XII. Adjournment: A motion was made to adjourn the meeting by Craig Kahle, J.R. Thicklin seconded with no discussion, the motion passed unanimously and the meeting was adjourned at 11:48 a.m.