

**Inlet Grove Community High School, Inc.**  
**Governing Board Meeting**  
**IGCHS Board Room**  
**Tuesday, January 17, 2017**  
**Minutes**

I. **Call to Order:** 12:30 p.m.

II. **Determination of Quorum**

<u>Members</u>	<u>Staff</u>
Dr. Charles W. Woodard	Emma Banks, Principal
Dr. Barbara Shuler, Member	Annette Gardner, Accountant
Danny Jones, Member	Cassandra Santos, Conf. Secretary
Vince Forst, Member	Keith Brown, Comm. School AP

III. **Officers & Member Reports & Discussion:**

- i. Officer Reports
- ii. Board Member Reports

IV. **Administrative Reports & Discussion**

- i. CEO/ President's Report: Dr. Emma Banks
  - i. The CEO reported that IGCHS is thinking about merging with Gardens School of Technology and Arts.
  - ii. The CEO reported the review of the books would be required prior to the merger.
  - iii. The CEO asked for approval to proceed with getting information regarding the merger. CW motioned to approve the request and CS seconded with a unanimous approval of the board.
- ii. Accountant's Report
  - i. The amended budget balanced due to the following changes:
    - a. Decrease in instructional and support staff salaries.
    - b. Laid off five instructors
    - c. \$58, 329.95 from reserve
    - d. The accountant suggested using the ending student count from the previous fiscal year to prepare the upcoming fiscal year's budget.
    - e. CW motioned to approve the amended budget, BS seconded with a unanimous approval of the board.
- iii. Community School Report
  - a. Dr. Keith Brown reported that they have added one staff member to assist with closing the budget gap.
  - b. KB created a flow chart to keep up with payments from students.
  - c. The CEO suggested that we hold the transcripts of students that have an outstanding balance.
  - d. KB reported that it is difficult to increase the enrollment for cosmetology.
  - e. KB also reported that a church has allowed us to use their site as a satellite location for classes of Saturday.

V. **Old Business**

- i. CW moved to approve the minutes of November 15, 2016, CS seconded with no discussion with a unanimous approval by the board.

VI. **New Business**

- i. Reading Lab: The CEO reported that Sid Dinerstein will donate half the cost; and they may have an unknown donor to cover the difference.

VII. **Public Comment on Non-Agenda Items:** None

VIII. **The meeting was adjourned at 1:17 p.m.**