

Inlet Grove Community High School, Inc.

Governing Board Meeting

IGCHS Board Room

Tuesday, February 21, 2017

Minutes

I. **Call to Order:** 12:15 p.m.

II. **Determination of Quorum**

<u>Members</u>	<u>Staff</u>
Dr. Charles W. Woodard, Chairperson	Dr. Emma Banks, CEO/President
Dr. Barbara Shuler, Vice Chairman	Annette Gardner, Accountant
Vince Forst, Member	Jody Ingram, Asst. Office Support I
Corey Smith, Secretary	Dr. Keith Brown, Comm. School AP
	Moses Baker, Guest

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

- i. Officer Reports
- ii. Board Member Reports

IV. **Administrative Reports & Discussion**

- i. CEO/ President's Report: Dr. Emma Banks
 - a. The CEO reported on the Articulation Agreement with Palm Beach State Community College Re: Bio-Tech Program. Dr. Banks said a letter was sent and we have to pay. The District is getting the money for us.
 - b. The CEO reported the Mr. Lopez is doing a wonderful job with Science, technology, engineering math.
- ii. Accountant's Report
 - a. AG distributed copies of the 990 annual tax return for the Board to review. The report was explained to the Board by CK. CK asked if there were any contributions given that were greater than \$5,000.00. Dr. Banks said "yes" she contributed \$6,000.00. CK stated any contribution over \$5,000 must be reported on the Schedule B. CK suggested to board members to take home the 990 and read it through. CK suggested to the Board to table the approval of CK to sign the 990 report until the next meeting or until revisions are made.
- iii. Community School Report
 - a. Dr. Keith Brown reported that they have added one staff member, Ms. Bavegehims to assist with closing the budget gap. She is creating payment schedules with the students and making progress.
 - b. KB reported Kim is creating payment schedules with students and they are making progress. AG reported there are some accounts which need some assistance, (i.e. duplicate payments, discrepancies as some students already paid, etc.)
 - c. KB reported they are talking to Board of Nursing to re-apply for certification. One PN class finished last week and one is starting this week. Presently, 187 students enrolled not including Real Estate and Auto Cad. Looking to increase the number of students enrolled. VF stated there is a lot of industries moving in our area – Auto Cad is a high paying skill. KB stated they haven't been recruiting for that. They have had about 10 walk-ins.
 - d. KB reported that is has been difficult to increase the enrollment for cosmetology program.
 - e. KB also reported that a church has allowed us to use their site as a satellite location for ESOL/GED classes on Saturday.

ii. **Old Business**

- a. Gardens School of Technology – Dr. Banks reported they changed their mind.

iii. **New Business**

- a. The CEO reported that the State called her and asked her to submit her name for Millington County. State Department of Education is looking for someone with middle school, elementary school and high school experience.
- b. Reading Lab -The CEO reported that Sid Dinerstein will donate half the cost; and they may have an unknown donor to cover the difference.
- c. 10,000 Grant from BallenIsles – has to go to a Grant ceremony on the February 28, 2017.
- d. Ben Carson Reading Room – Dr. Banks reported there is a Ben Carson Foundation meeting today re: the Ben Carson READING Room and they are paying for it.
- e. SAC Meeting – Suspended per Dr. Banks. CK asked can we legally suspend SAC? CS said Yes.

iv. Public Comment on Non-Agenda Items: None

v. The meeting was adjourned at 1:12 p.m.