

Inlet Grove Community High School, Inc.
Governing Board Meeting
IGCHS Board Room
Tuesday, April 18, 2017
Minutes

I. **Call to Order:** 12:10 pm

II. **Determination of Quorum**

<u>Members</u>	<u>Staff</u>
Dr. Charles W. Woodard	Dr. Emma Banks, CEO/President
Dr. Barbara Shuler, Member	Annette Gardner, Accountant
Craig Kahle, Member	Jody Ingram, Conf. Secretary
Corey M. Smith, Member	Dr. Keith Brown, Comm. School AP
Danny Jones, Member	
Vince Forst, Member	

III. **Approval of Minutes:**

- a. Ck moved to approve the minutes of the February 21, 2017, seconded with no discussion with a unanimous approval of the board

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

- a. Officer Reports
b. Board Member Reports

V. **Administrative Reports & Discussion**

- a. CEO/ President's Report: Dr. Emma Banks
- i. DB stated that we have received 127 applications of which 88 have been accepted.
 - ii. All positions have been filled and there are no more LTM days
 - iii. AP's are currently in the 3rd element of growth plan
 - iv. DB commended Mr. Lopez(11th) grade for meeting with parents after to school
 - v. IGCHS is compliant with Title I
 - vi. Reimbursement for IDEA is complete
 - vii. 9th and 10th graders have taken the reading assessment. Testing in on track.
 - viii. Career passing certification: Currently at 87.5 % completion, began the year at 70 %.
 - ix. 121 have met the FLVS requirement
 - x. 96% have the met the community service requirement
 - xi. DB suggested that IGCHS adopt a street and have the CRA pick a house and have students work on fixing it up, then donating to a veteran. Also building a night school program around the restoration of the house either as a construction or carpentry class DW stated it makes student make responsible for their community.
 - xii. VF stated that Lockheed Martin is involved in the community (Riviera Beach). VF will ask they are still involved and if IGCHS can be involved.
 - xiii. Creating a children's talk show using the theatre
 - xiv. DB asked board member to purchase ticket and/or table
 - xv. Reading Room was furnished by Sid Dinerstein and silent partner
 - xvi. Received 10,000 from BallenIsles
 - xvii. Cost of transportation has increased .Karen Brill stated she will fight to keep services and cost down.
- b. Accountant's Report
- i. AG passed out proposal worksheet to all board members. CK ask if any of the firms were local.
 - ii. Mr. Hunter prepared the evaluation for each company.
 - iii. DB wanted to use a local company; CK said would prefer a company located in Riviera Beach.
 - iv. Budget of \$14,000 has been set aside for audit fees. CK stated \$10,000 is the standard.

- v. CK and AG stated they like Marc Escoffery because he is familiar with IGCHS , Charter schools and he is accessible.
- vi. VF asked was it due to Gastby 68 why there was a search of new company
- vii. CK informed group that a search for a new audit is done every 5-6 years, but its also ok to go with same company.
- viii. AG stated an ad was run in Palm Beach Post.
- ix. DJ asked if a penalty can be added to contract if audit is no completed on time
- x. CK asked if a multi-year contract could be enlisted instead of yearly.
- xi. DJ moved to approve a 1 year contract, and then have CEO evaluate the performance of audit company at the end of year and decide if they may continue to work with the school for the following year. Also to include a deadline penalty clause into contract. CS seconded the motion with a unanimous vote
- c. Community School Report
 - i. KB submitted all the paperwork for CNA classes that were needed to be in compliance. Only 1 person is complete.
 - ii. LPN probation-KB went to Jacksonville April 5th in regards to probation. Adult program was granted a period of 2 (two) month to make the necessary corrections. He must return to Tampa on June 5th for follow up meeting with the Nursing Director, Dr. Martin.
 - iii. ATI 90% are able to take State Test.
 - iv. Dr. Martin is now a consultant
 - v. DJ asked about policy information
 - vi. Dr. Brown must complete progress chart for each student

VI. **Personal**

- a. Christopher Barker sent an inappropriate text to a student. He was suspended for two (2) days. After his return, it was decided that he would be terminated. Dr. Banks asked Mr. Myszkowski to write a letter of termination and explain it to Christopher Barker.

VII. **Old Business**

- a. Turnaround School in Jefferson County School District-DB stated that she was not given the opportunity to manage the school because she did not have elementary school experience.
- b. \$10,000 Grant from BallenIsles-We will continue to receive the grant as long as we provide them with the end results
- c. SAC Meeting-Suspended-SAC chairperson got into a argument with clerk. Incident had to be reported to school police. Ms. Mittleman took over SAC committee..
 - i. February 2018 committee coming from Atlanta to assist IGCHS SAC committee.
- d. Charter School Mid-year review will be conducted in May

VIII. **New Business**

- a. Eagle Academy-Integrating 6th, 7th and 8th grade to our campus, beginning with 6th in the 2018/2019 school year.
 - i. Separate principal
 - ii. Long term is to add K-5 to then become K-12.
- b. DJ motion to approve adding 6th, 7th and 8th grade to facility and establishing a budget. VF seconded the motion, with a unanimous vote.
- c. CEO Intern-Clotee Banks-DB stated that she wanted him to begin learning the internal process without a change of pay. He would begin to be involved to internal dynamic of the school. CK asked if he was qualified to be a CEO. DB stated he would only become CEO if she no longer worked here. CK stated that a succession plan be put into place.

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

X. **The meeting was adjourned at 1:27 pm**