

Inlet Grove Community High School

Governing Board Monthly Meeting

December 15th, 2020 via Google Meet 12:00pm

Minutes prepared by Lynn Barnes

Attendance:

Board Members: Dr. Charles Woodard (Chair), Dr. Barbara Shuler (Co-Chair), Crystal Atkinson -Treasurer, Mrs. Lonnie Martens, Mrs. Mr. Henry DiGiacinto, Clarence Williams

Staff: Dr. Emma Banks, Mr. Francisco Lopez, Mr. Emanuel Ridgeway, Lynn Barnes

Dr. Woodard stated that a quorum of the board members was present and called the meeting to order at 12:05pm.

Notice of Governing Board Meeting was posted on the Inlet Grove High School Website.

There were no reports from the Board Members or Officers.

Reports and Discussions:

Mr. Lopez:

The main point of my report is the Spring Education Plan. The most important thing is now we have to make sure that we notify a parent if the student is not making adequate process. We have to notify the parents in writing, and get an acknowledgement from the parent stating if they decide to bring the child into brick and mortar. Our recommendation is for us to bring the child into school to brick and mortar, but the parents still have the option to say no. They have to acknowledge that. Everything that was in the Spring Education Plan that the Governor and the Chair of Education. When the Emergency Order was presented, everything they required us to do, we were already doing. It's nothing extra, we just have to put it in writing. We have the diagnostic tools; we have our interventions. It was submitted yesterday and Dr. Banks has signed off on it.

There is also a more detailed report for the Spring Educational Plan. We are going to be successful. Our main concern is funding. All of the interventions for ELL/ESE student are going to cost money, and we're limited on the amount of funds we are going to have. Hopefully the intent for the Spring Educational Plan is for them to look at the data so they can justify more funding in schools. We do anticipate receiving more funding to cover interventions like, summer school and tutoring from the State. We have it and we're ready to go.

My other concern is our grant right now are implementation Grants. Grants have deadlines, and we have to utilize the funds or we will not get the funds. Because of our available funds that we have to make purchases is limited. Because of that we haven't been able to implement the Grants as we wanted to because we cannot make those large purchases. Right now Dr. Banks is dealing with a problem with the CSP Grant, and I think that she is trying to get it resolved. That's the large Grant for \$582,000.00. We have already purchased computers and we're trying to get equipment. The request for reimbursement has not been submitted to the State and I guess we're going to correct that today.

Dr. Woodard:

To make sure I understand, in order to utilize the Grant, we have to spend the money first and then be reimbursed, correct.

Mr. Lopez:

Yes, for the majority of the grants, yes. For the CSP Grant, no. For the CSP grant you just need a purchase order. We have purchased computers, but that reimbursement has not been submitted. That has to be submitted today in order for us not to lose that money. We are actually making some changes in the description of the grant from what we originally asked. Those items were covered by another grant so we're asking them to change the description of those items. It's still operational, it's software, but the grant administrator in Tallahassee is telling us that we possibly need to do a budget amendment. Mr. Ridgeway is working on that with Dr. Banks.

One more thing I want to highlight. According to our calculations, right now, last year we had 188 graduates, 191 would count towards our graduation cohort. So our graduation rate right now is 98.44%.

Mr. DiGiacinto:

That's terrific. Great job.

Mr. Lopez:

That's all I have Dr. Woodard and Governing Board.

Mrs. Martens:

Great job and have a Merry Christmas.

Mr. DiGiacinto:

Did you have any problems with the stuff being declined for purchase that you've already bought prior to 1 July?

Mr. Lopez:

No, what we have problems is not having funds to purchase. What we have is an ESSER Grant for \$146,000.00, and we've just been purchasing 5 computers here and there, and we need a smart board. What they look at is we don't implement those grants the first half of the year they will think that we don't need them and take it away from us. The computers have been ordered from the CSP Grant. I'm happy to report that we have 450 new computers. We're expecting more deliveries soon, we ordered 90 chrome books. By January every student will have a device. There are no more excuses for them. We have eliminated the barrier of them not having the devices needed.

Mr. DiGiacinto: We ordered 40 laptop and chrome books because I got a donation from Walmart. I had anticipated it would be hard to get those things for a while because everything had been sold out.

Everything was gone. Now under one of our grants they say they aren't not going to reimburse us because it was the day before it was activated. If I had waited, we would not have been able to buy them.

Dr. Banks:

I was listening to the conversation, let me give some clarification. I am the contact person so I'm taking full responsibility. My concern, and I hope everybody's on. When you ask if everything is in and a person tells you yes, what are you to do? These are professional people and if anything is going wrong they have to let you know. I'm finding that last Wednesday an email was sent and I had not gone through my email because I was working on something else. But this week Vickie Pineda sent another request. I looked at the packet and it tells you the dates that everything has to be submitted. By those things not being submitted, Mr. Ridgeway said it wasn't enough time. I said well if it wasn't enough time to do it, I should have known. This is why I am taking full responsibility because I didn't follow through and it won't happen again. If there's anything else, I have to monitor I will do it myself. When the State is asking for something you have to drop everything and do it.

I sent information on testing to all of you for your information. Dr. Banks showed the Grant Book to the Board members. So far 129 letters have been sent out for contributions. Lonnie Martens has donated \$2,000. And I've received more contribution. I was in an interview with channel 25 highlighting our school since the inception. The law program was a highpoint. Mr. Lopez has given you the highlight on everything. There was one employee that was a possible but they have tested negative.

Dr. Woodard: Thank you Dr. Banks and Mrs. Martens, thanks to you also.

Mr. Ridgeway presented his screen to the Board for the financial report. Copies were sent prior to each Board member.

Dr. Shuler question the prepaid expenses.

Dr. Woodard: Is there anything regarding Ann Marie Sorrell?

Mr. Lopez: Just to give you an update. I met with Ann Marie today to get some clarification. She mentioned that the only two deliverables that they have pending are the website and the annual report. Anything else according to my conversation with her and according with what she told me is that those two deliverables would fill her contract. And now if we are moving forward with the next year school year we need to sit down and make a decision of what should be included in the contract and what our expectations are. She agreed that we should be a part of the Administration, like myself. There are certain expenses that we have in marketing like flyers and mail outs. They average about \$20,000.00. Those items were not included in the contract. We want to make sure that if we're going to redo the contract that those items are included. I'm going to meet with her on Thursday to go over the website to make sure the content is correct. She sent me a really good outline of what it could be but the content is wrong so they need to sit down with us. I'm going to have Monica Banks appointed as the contact person to make sure the website is maintaining accurate content. Mr. Martinez, Mr. McDermott, Mr. Valliere, and myself are going to be the review process. ~~M. I'm pretty sure Dr. Banks can tell you she has already requested the phonographs and the bios for all of our staff members so they could be included on the website. Also; the annual report will be submitted in January. Those deliverable should be ready hopefully by the end of January. That is my last conversation with her to date.~~

Dr. Banks: I just want everyone to understand that if they ask for something I need it done five days ahead of time. I'm not use to working like this.

Dr. Woodard: We thank you Dr. Banks and the staff, and also the Board for joining on short notice.

Mrs. Martens: The Board didn't approve the financial report. Mrs. Martens moved to accept the financial report as presented by Mr. Ridgeway today.

Mr. DiGiacinto seconded the motion.

Dr: Woodard: It has been moved and properly seconded. Motion carried. Stay safe and I wish everyone a Happy Holiday. The next scheduled meeting will be January 19, 2021.

Meeting adjourned at 12:45pm

Charles W. Woodard, Ph.D.

Dr. Woodard

1/4/2021

Date