

Inlet Grove Community High School

Governing Board Retreat

November 15, 2022

Call to order was 2:00 PM

Determination of Quorum: Board Members present: Dr. Woodard, Chair, Lonnie Martens, Vice Chair, Clarence Williams (Secretary), Crystal Atkinsons (Treasurer), Lavoise Smith (Board Member), Danny Jones (Board Member)

Staff: Dr. Emma Banks, Guarn Sims, Anita Williamson, Lynn Barnes, Monica Banks

Others: Annette Gardner, Consultant

There were no reports from any of the Governing Board Members.

Financial Report by Crystal Atkinson-Treasurer: The financial report shows the school is operating within budget. The grant disbursements are requested monthly and are being done on time. The first Board approval needed to increase the employer contribution to the Health Insurance and the amended budget. In order for this to be done, the budget needed to be amended. The budget was amended based on all employees opting to take the insurance.

Ms. Smith made a motion to approve the amended budget to include the employer health increase in the health insurance contribution. Mrs. Atkinson seconded. Motion carried and was approved.

Mr. Sims: Mr. Sims shared his screen with the Principal's report.

Graduation Update: Graduation status- 143/144= (99.3% Graduation Rate) One remaining student scheduled for the upcoming SAT.

190 Seniors

- GPA (16); 12: Reading (51); 30: Math (31); 23: Both (23);12 Interventions: Intensive Reading and Math Course, Edgenuity, ACT and SAT Scheduling 164 Juniors - GPA (12);11: Reading (82); 81: Math (50);50: Both (37);37 2023 Commencement: Thursday, May 26 6:00 P.M. @ South Florida Fairgrounds.

Grants Update: ESSER II Supplemental Carryover Grant = \$191,948

- Result of Unspent Original ESSER II Grant Funds Statewide

- State & District requiring these funds to be consumed with priority over ESSER III Grant Funds

a. Summer (2022), Fall (2022), Spring (2023), Summer (2023) Academic Programs

i. Academic Program Expenses moved from ESSER III Funding

ii. Teachers (Hourly Pay + Benefits)

iii. Academic Materials and Supplies

- Transportation cost for Academic Programs

i. Bus Driver, Fuel, Repairs

ESSER III (ARP) =\$1,551,994; Required 20% Address Learning Loss

- 2022, 2023, 2044

- Budgeted Items:

- (3) Academic Support Facilitators (Operating Budget Savings)
- Applied Towards Required 20% Learning Loss
- Budgeted for FY 22, 23, 24
- Media Center Enhancement
- Technology Devices/Equipment
- Academy Program Support – Supplies, Equipment, Curriculum

Finance Update:

Revised Finance Department Structure (School Treasurer – Williamson and Financial Support Consultant – Gardner)

1. School Treasurer

a. Maintain Fiscal Records

- School Internal Accounts
- School Budget vs. Actual Report
- Grant Funds
- School Purchasing and Procurement Functions

b. Accounting and Bookkeeping Functions

Revised Finance Department Structure (School Treasurer – Williamson and Financial Support Consultant - Gardner)

1. Financial Support Consultant

- a. Maintain journals, ledgers, and processing financial transactions
- b. Assist School Treasurer with financial records and preparing budgets
- c. Assist with review of financial related policy and procedures
- d. Assist governing board treasurer with board presentations
- e. Assist with evaluation of internal control systems
- f. Examines financial records to ensure accurate financial accounting
- g. Assist in troubleshooting financial and accounting issues
- h. Assist CEO and Principal with special revenue-based budgets and purchases
- i. Assist with resolving discrepancies relevant to school financial management
- j. Assist HR/Payroll department with resolving reporting issues

Marzano Update: Completed Teacher and Staff Training

- Step 1: Observers Training (CEO, Principal, AP, Support Staff)
- Step 2: Focus Model Overview for Teachers
- Step 3: Part 2 Focus Model Training for Teachers & Support Staff
 - Professional Growth Plans
- Step 4: Classroom Observations

Dr. Banks: All of the instructors received their increase I pay today from the Governor. The increase was retro back to August.

Insurance: We are paying insurance to try to keep our employees, otherwise we will lose them. They will go back to the District. The District pays a portion of their insurance. The increase for United Health care was sixty-four percent. Blue Cross and Blue Shield was 26%.

A+ Money: We received \$141,976.00 for A+ for maintaining an A school grade. The instructors voted and the results were emailed to each Board Member. Forty-three. Six percent voted for all staff to get a portion of the funds.

Option 1: 43.6%

#X + # 1/3X + # 1/4X = Total A Plus Money

X = Teachers and Administrators (excluding those who left)

1/3X = Non-Instructional Staff

1/4X = Custodial

Option 2: 12.8%

#X + # 1/3X + # 1/4X = Total A Plus Money

X = Teachers and Administrators (including those who left)

1/3X = Non-Instructional Staff

1/4X = Custodial

Option 3: 28.2%

#X = Total A Plus Money

X = Teachers Only

Option 4: 15.4%

#X + # 1/3X + # 1/4X = Total A Plus Money

X = Teachers who contribute to the assessments and Administrators (excluding those who left)

1/3X = Teacher not directly impacting assessments and Non-Instructional Staff

1/4X = Custodial

The majority was Option 1, which included teachers, administrators (including those who left), support staff and custodians. Ms. Gardner will do the calculations.

Facilities: There will be a meeting with the City of Riviera Beach and the District with Inlet Grove concerning an update on the new facility. Information was sent out to all Board members.

The District wants to begin with the Auditorium, Gym and Media Center. They would also like to involve our Architectural students to be a part of the design phase, which would look good on the students resume. The bids should all be turned into the District tomorrow.

Mr. Brown is doing a great job. There are classes that need to be taken by everyone so they will be able to keep their jobs next year.

Two grants have been written. Mr. Bezos from Whole Foods and Mr. Bloomberg for mental health.

Mr. Banks stated there was a company that called him yesterday about giving out turkeys.

Dr. Woodard stated there would not be a Governing Board meeting in December unless there was something urgent. The Governing Board meetings will be moved from 12:00 PM to 2:00 PM.

Meeting adjourned at 2:45 PM.



Dr. Charles Woodard, Chair

11/18/2022

Date