

**Inlet Grove Community High School**  
**Governing Board Meeting**  
Conference Room 102A  
February 13, 2024 12:00 pm

Dr. Charles Woodard Called the governing board meeting to order at 12:14 pm at the Inlet Grove Community High School Conference Room 102A in Riviera Beach, Florida. Those in attendance and constituting a quorum were:

**Present:**

- Dr. Charles Woodard, Chair
- Dr. Emma Banks, CEO
- Lonnie Martens, Vice Chair
- LaVoise Smith, Board Member
- Clarence Williams, Secretary
- Dr. Marie Morel, Board Member- **Google Meet**
- Bill Washington, Treasurer
- Jim Pegg, Board Member
- Francisco Lopez, Principal
- Annette Gardner, Financial Consultant- **Google Meet**
- Anita Williamson, Finance/Bookkeeper
- Natacha Dominguez, Administrative Assistant

**Absent:**

- Monica Banks, Assistant Principal
- Danny Jones, Board Member

An executive session was requested by Dr. Woodard.

Welcome Opening: Dr. Woodard

Dr. Woodard moved forward with approval of the minutes of the January 9, 2024 governing board meeting. **Motion:** By Jim Pegg Seconded and carried without dissent.

**CEO Report:** Dr. Emma Banks provided an update on the facility report explaining that she met with them this morning and that next month they are going to provide something like a summary model of what the school is going to look like. Dr. Banks says that the new school is going to look nice.

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Also, Dr. Banks wants to speak about the new accountant in payroll that was hired in HR for our school. He worked in New York for a company for over 20 years was an accountant handled over 300 employees and has some guidelines in payroll and accounting. His Name is Manuel Garrido, he is Bilingual and knows well the Retirement System. He has already looked into some of the problems we have in the payroll right now.

Dr. Banks also has a concern with personnel taking time off. I have spoken to Mr. Lopez about this because we have a high amount of people not coming in to work as well. By law, the employee has 10 days which include 6 days personal and 4 days sick. On sick days, you are required to give a doctor's note. Under the TDE Policy and the Faculty handbook policy, the employee has to give 48 hours prior notice. If employees don't give 48 hours prior notice and have used up all of their personal time, they will not get paid for the time off. Dr. Banks wanted to express this to the board.

Dr. Banks wanted to inform the board that next Sunday, she is receiving an award for Black History Month.

Dr. Banks wanted to bring up to the board that there is an employee who did a project here at the school and also taking the project on the weekends and is making a profit for it as a personal profit. They started their business with the same concept. This employee is taking this business off campus. Dr. Banks wants to make sure that there is no problem with the school district by signing a legal document for example a legal contract or a conflict of interest. Dr Banks wanted to include this in the minutes just in case anything was to come up about this in the future we have this in the minutes.

Dr. Banks wants to let the board know that she is bringing back a children's talk show. Dr. Banks is bringing back the children's TV show with the TV production students. Dr. Banks is bringing it back with the help of Channel 25 to bring it up on the TV. The concept of the show is to discuss different issues that the children are going through. The first show will discuss mental illness and Dr. Banks is using her granddaughter in the segment. A lot of the topics being used in the TV Show are common topics and struggles happening with children now in society and Dr. Banks will have the children sign a legal document before they can air the segment on TV.

**A Plus Monies:** The Teachers went back and voted again on the **(School Recognition Funds) A Plus Monies** and decided to go ahead with the second option which is a portion of the funds go to the teachers plus  $\frac{1}{4}$  administrators plus  $\frac{1}{4}$  non-instructional.

Governing went ahead to move forward to approve the referendum money for the teachers at this time **Motion:** Mr. Pegg **Seconded:** Ms. Smith. Carried without Dissent by the board.

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The Governing Board Voted on the Final Approval of the **Referendum Money on Disbursement Form** and how to be distributed to the teachers. Dr. Banks sent it to the governing board members via email.

**The Governing Board voted all in favor it was moved and voted without Dissent by a vast majority of the board.**

**Financial Report:** Ms. Gardner/Consultant: Went over multiple financial reports provided via email and in person at the governing board meeting.

The Second Quarter Amended Budget Report- The district provided a calculation of the survey 2. From 742.13 to 794.13.

We are getting a revenue of 801. The budget was amended FTE for a total of \$96,259.18. FY22-23 Dual Revenue enrollment increase \$30,335,00. Grant Funds reimbursed from previous years expenditures \$182,639.58. Various Expenditures increased \$309,233.76. Amended Budget  
**Required Board Approval-**

**Governing Board Motion- and Approved by All Board Members- Approved without Dissent by all board Members**

Independent Referendum Oversight Committee (IROC) Expenditure Report for Inlet Grove Community High School Has Received \$1,199,933.00 from the district and we have spent over \$473,730. From year-to-date expenditures. Was has been spent from employees. Needs to be approved by the Governing Board as well. **Motion:** Ms. La Voise Smith, **seconded:** Mr. Jim Pegg, and approved without dissent by the board.

Capitol Asset and TPP Inventory Fiscal 2023 Report- Inventory Audit Report in December 2023 list of items was \$ 142,155.28 Needs Governing Board to Approval- **Motion:** La Voise Smith- **Second-** Mr. Jim Pegg-, Moved without Dissent by all governing Board Members. **Approved by the Governing Board.**

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Principal Report: Mr. Lopez:

## Enrollment



Seniors **152:**

- 9 Need Reading Requirement
- 5 Need Mathematic Requirement
- 0 Need both requirements

Juniors: **177**

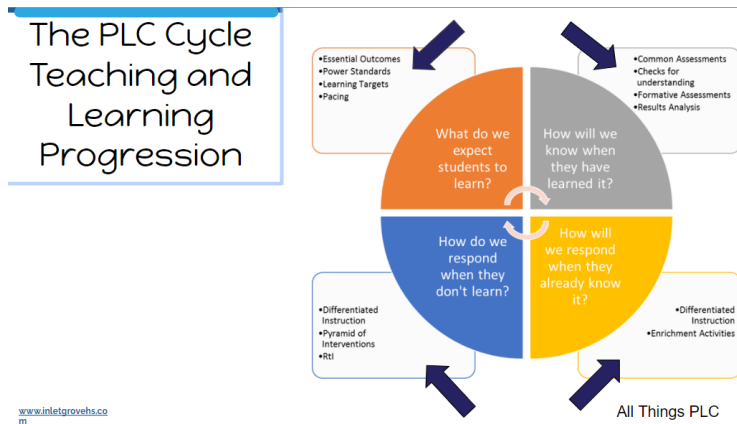
- 32 Need Reading Requirement
- 21 Need Mathematics Requirement

Sophomores: **162**

Freshman: **297**

Total Enrollment: **788**

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### 2023-2024 Preliminary Projections and Targets

English Language Arts (FSA & FSAA)	Mathematics (FSA, EOC's & FSAA)	Science (NGSSS, EOC, FSAA)	Social Studies (EOC's)	Graduation Rate	Acceleration Success
Achievement	Achievement	Achievement	Achievement	4 Year Graduation Rate	(High School AP, IB, AICE, Dual Enrollment or Industry Certification)
52%	53%	70%	87%	95%	72%
59%	60%	70%	88%	99.5%	90%
47%	65%	59%	?	?	88%
Learning Gains <u>Not Counted</u> 57%	Learning Gains <u>Not Counted</u> 60%	2022-2023 Baseline Results 72=A 2023-2024 Targets 69.1 = A WINTER 2023-2024 counts for Next Year School Grade		A = 62% POINTS OR GREATER B = 54% TO 61% OF POINTS C = 41% TO 53% OF POINTS D = 32% TO 40% OF POINTS F = 31% OF POINTS OR LESS	
Learning Gains Lowest <u>Not Counted</u> 52%	Learning Gains Lowest <u>Not Counted</u> 50%				



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## FLDOE 2022-2023 Audit Findings

1. (146101) Five ELL students were reported beyond the maximum 6 years period allowed for state funding.
  - a. [ELL contact checked on ELL fund source as not receiving funds](#)
2. (146102) ELL Committees for 6 students were not convened by October 1st.
  - a. [Reevaluations were done a few days late.](#)
3. (146103) School did not retain physical attendance records completed by the substitute teacher.
  - a. [New personnel in the position. Needed training](#)
4. (146104) Several students course' schedules were incorrectly reported.
  - a. [New personnel in the position. Did not split the minutes in 0.5 Credits](#)

## Recruitment & Admissions

Next Open House is scheduled for February

- Brawl 4 the Beaches (2-17-2024)
- Car Show (2-25-2024)
- Mental Health Symposium (2-28-2024)

@

- 155 Applications (2-12-2024)
  - 27 Accepted
  - 17 Registered



## Key Characteristics - FOUR



- Culture of Learning
- Leadership for Learning
- Engagement of Learning
- Growth in Learning

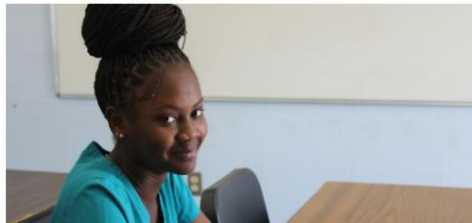
The **30 Standards** - standards are organized around the four key characteristics of a good school that is applicable to all institutions types .

**BEST**

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## Cognia Accreditation

- December complete all [7 Narratives and Portfolio](#)
- **January 19th** Finished Portfolio
- **February 20th 9:00 AM AER Presentation via Zoom**



**“Continuous improvement is an ongoing, research-based process that helps institutions increase overall effectiveness and meet stakeholder needs. It is an opportunity to study the measurable impact of decisions on all stakeholders, primarily the learner. The process involves four phases: envisioning, planning, implementing, and evaluating”.**

Cognia, Educational Practices Reference Guide.



### IGHS Renovations

- Renovation Team met January 30, 2024 at 9am (Virtual).
- Key components discussed: Renovation Plans, Budget (IGCHS Current Renovation Budget \$28,358,375.00 )

We went over the Cafeteria and Culinary floor plans, adjustments were made during the meeting to the design and makeup of the kitchen and Culinary space. Chef Hall our Culinary Director was present in the meeting and gave great insight on the equipment that is needed to enhance the program to the next level. The timeline of renovation commencement will start July 2024 with the shoring of the columns in building 1, 5 and the gymnasium

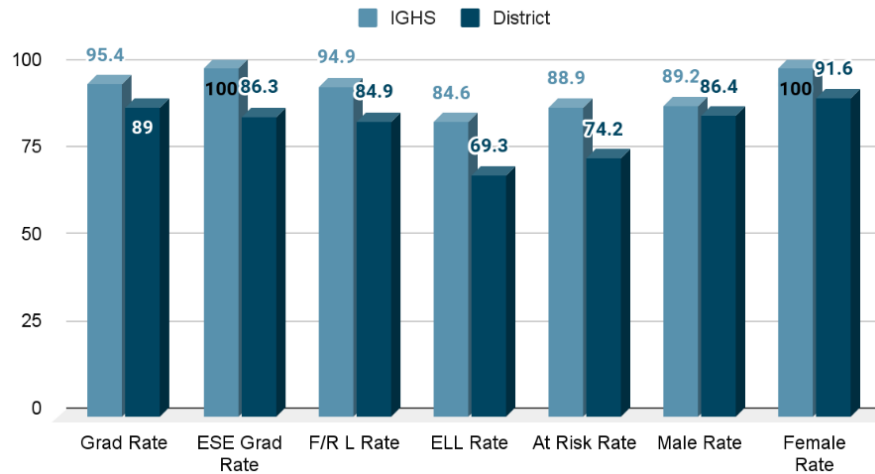
#### Project Deliverables.

- A. **Schematic Design: 03-31-2023 (Completed)**
- B. **100% Design Development: To be completed on 02-02-24.**
- C. **100% Construction Documents: To be completed on 03-15-2024.**
- D. **Permit Design: To be completed on 04-12-2024.**

**Next Meeting is scheduled for February 13, 2024 at 9am (In-person and Virtual).**

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## 2022 Graduation Rate % Subgroups



## Good News: Learning Experiences

### Pre-Architecture / Pre-engineering Academy



Legislative Session



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## Good News



## Legislative Session



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## Pre-Architecture / Pre-engineering Academy



## Palm Beach Yacht Center



## Marine Technology Academy

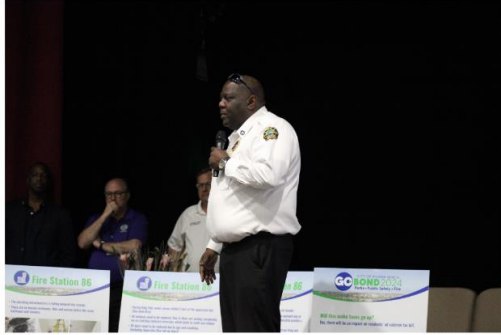


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## Marine Technology Academy



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Riviera Beach Bond  
Presentation 2.9.24



Journalism Academy



Riviera Beach Bond  
Presentation 2.9.24

Journalism Academy

*Charles W. Woodard, A/D*

Dr. Charles Woodard,  
Board Member Approving Signature

02/20/2024

Date: