

Governing Board Special Meeting

Wednesday, September 17, 2014; Meeting called to order at 1:03 PM

Tim joined meeting via phone conference. He had to leave the meeting after 1 hour.

Dr. Nichols opened the meeting and set ground rules. One person speaking at a time and professionalism. Dr. Nichols began introductions of the attendees

➤ Role Clarification/Update.

○ Management Company

- Ms. March – the agreement is engaged by the board to help oversee and observe back office, observe the principal, handle all facilities, oversee and assist with all day to day operations, oversee subcontractors, provide legal services, assist in student discipline, help with day to day operations to support principal, complete district reporting, budget, compliance, ordering materials, connect investors to the school.
- Ms. March clarified for Dr. Nichols that all documents are submitted to the board.
- District has budget for 948, Ms. March said we need to submit new budget to school. Ms. March had submitted one for 722 students for review but board decided to wait until after the 11 day count to provide district accurate, not another overstated. Ms. March said she would submit 684 budget at the next board meeting (number after 11 day count).
- After elections and we are in compliance.
- Ms. March brought up TCE agreement to have Board vote, it affects the budget. Brooke asked for clarification on TCE and how it works and Ms. March explained. Nichols confirmed he had agreement and will have attorney review before he presents to board to vote
- Mr. Campo will submit construction budget

○ Principal

- Dr. Nichols – The principal's roles are the operations and academic implementation of the school.
- Ms. Sloan clarified that the district requires monthly uploads into an electronic monitoring system of compliance items. Currently we are compliant in the Charter Monitoring System.
- Ms. March reminded the board that the school is not in compliance according to Sunshine Laws; required minutes, website items, full board.
- Dr. Nichols - The principal has the responsibility of organizing parental involvement according to the charter. Ms. Sloan recapped her meeting with three parents that are interested in starting a parent organization. Ms. Sloan is in agreement with a PTO or PTA as long as it includes a

student component making the organization a PTSO or PTSA. Brooke Harville and Ms. Sloan clarified the differences of a PTSO and a PTSA. Stressing the accountability associated with a PTSA and national association that provides training and scholarships. Ms. Harville noted that a PTSA can pull a school funds if not used to use for other needs at other schools. A PTO and PTA do their own accounting, but a PTA has national auditing and set bylaws. Dr. Nichols stated that he would like the parents to have input as to which group the school has but the principal has the final decision.

- The decision to stop Before Care was due to low enrollment. The program, including before and after care was originally to be managed by the Foundation. Shortly before school started it was decided that the school would manage the program. C. Ron – I suggest we do away with the fees and start before care at 7:00 for those students that were already in. Motion to vote...Mr. Quinn – Seconded motion. Dr. Nichols – The subject has been properly moved and voted on. We can move forward. Nichols – all in favor say aye. *C. Ron and Mr. Quinn say aye.* Dr. Nichols requested that Ms. Sloan notify the affected parents.
- The Family handbook was brought up for final approval at the Aug. 20th board meeting. It was tabled pending a review by Mr. Blount. Mr. Allen states that if it is done then I motion to move forward with it. I would like to approve it. I would like the Founder and the Principal to get this done by Friday and have it done. Motion moved by C. Ron and seconded by Dr. Nichols.
- Ms. Sloan stated that teacher contracts were beginning to be handed out but were stopped by Mr. Blount due to legalities with section 8. Ms. Confer sent an email for approval of contracts after verbal conversations of changes that were requested by Dr. Nichols and Mr. Blount. The email was sent out on Aug. 10th. There was a follow up verbal conversation for approval. Mr. Blount stated that he did not see the email and does not recall the verbal conversation. Mr. Blount stated that he needed to make legal changes to the wording regarding the Artademics and Intellectual Property section of the contract. Ms. March stated that the verbage was directly taken from the Media Release in the student enrollment packet that all parents are required to sign. Mr. Blount passed out the changes.
- Ms. Sloan brought up the concern and the difficulty the school has been having with promised services for students with IEPs. Mr. Bount stated that a lot of research had gone into the writing of charter to meet the needs of many kids. Mr. Blount wanted to offer part of an IEP but clarification was made that is illegal. Ms. Sloan has been working with the district to direct parents of students that the school cannot service

based on our charter and ESE plan. Ms. Harville stated that Mr. Blount explained that there is a lot of transitioning in the school structure to her and that it would fit her child's needs. Ms. Sloan stated that we are well equipped to meet the needs of many IEPs but it's more than just transitioning; its that we cannot service all IEPs as some parents are stating was promised.

- Ms. Sloan stated her frustration with previous promises made that are not deliverable due to funding or compliance. She is inundated with numerous calls and emails about these items. Mr. Nichols reiterates the importance of allowing the governing board to vet ideas before they are made public. Mr. Allen states that public relations issues should go to him.
 - Ms. Sloan states that teachers doing lunch duty is being phased out as we get more cleared volunteers. Ms. Harville noted that Ms. Sloan did state that when there are at least 6 volunteers for lunch duty then the teachers will be dismissed of the duty. Ms. Harville noted that she called the district to inquire about VIPS and was told that because we are a charter school we are last on the list. The temporary situation with teacher lunch duty was announced as temporary at a faculty meeting by Ms. Sloan where Dr. Nichols was present. Dr. Nichols asked that Ms. Sloan apprise the governing board of situations like this as Dr. Nichols and Mr. Allen have connections in the district.
 - Ms. Sloan stated that she gets a daily student attendance report everyday from the data processor. Today's count was 676. C. Ron expressed that he is getting different amounts daily from parents and as low as 620. Ms. Sloan explained that parents are not given total attendance numbers.
 - Ms. Sloan announced that we do have classes that are overcrowded as we are growing. We are close to hiring an additional teacher. Ms. March expressed that this is common in a growing school. Classes will hold additional students until there are enough to add a section.
 - Ms. Sloan reported that there are no teacher holes; no subs. A new teacher is beginning Monday, September 22nd to fill Ms. Bongiorno's hole. The AP position will be filled when the budget allows. Mr. Blount inquired about Ms. LaFleur's pay while she is in the classroom. Ms. Sloan requested that her position be a confidential discussion.
- Governing Board
 - Dr. Nichols - The board's role is not to micromanage the operations of the school. It is to make sure the school is running effectively and efficiently through the principal and management company. The board role is policies and procedures only. The board has open seats. All

resumes for nominees will be submitted through Heather for the board to review.

- Dr. Nichols - Agendas for board meetings will be compiled and distributed to the board members at least 3 days prior to any meeting. There will be no walk in items.
- Dr. Nichols – The principal reports to the governing board and the school district. There may be other bodies involved but structurally it's the board and the district.
- Dr. Nichols would like to see an itemized list of what has been spent this far. Ms. March stated that the ed. Side has that, Mr. Campo stated that the facilities side is working on that as several changes to ongoing projects continue to happen. The total is approximately \$1.8 million. Mr. Campo explained the divisions of subcontractors being used for the project.
- The board will review and approve or not approve all agreements and budgets.
- Dr. Nichols expressed that there will be 4 governing board meetings throughout the year per the bylaws. The meetings need to be scheduled and announced so that we are accountable.
- Dr. Nichols stated the importance of being transparent with all revenue; including monies made through the sale of uniforms and Foundation activities.
- Dr. Nichols stated that the board will send an email explaining why Ms. Sloan missed the scheduled faculty meeting due to today's special meeting.

➤ Curriculum

- Technology for the ed. Side has been implemented. I-Ready diagnostic is underway. Ebolts have been rolled out.
- i-Ready includes progress monitoring with diagnostic. The program assesses levels in the 5 components of reading and 6 components of math. Parents, Teacher, and Admin reports are available.
- All diagnostic testing; i-Ready and district diagnostic will be complete by Friday, Sept. 26th. Following district timelines.
- The curriculum adopted by the school to meet state standards in core subject areas is in the classrooms and is be implemented.
- Ms. Sloan stated that the component we are missing is the Artademics. We discussed the hole at one of our leadership meetings and what we were doing to fill the gaps. The management company has provided a arts infused curriculum that is already in existence. Art is being infused in the classes while we wait for the developmental pieces. There is concern that our school is similar to other public schools in the area in curriculum. Teachers are being creative and infusing the arts into their

teaching. Mr. Blount, president of Artademics, stated that the first year was to be developmental and that the purchase of software licenses was to engage the students and set this school apart from other schools. These items were not ordered. Mr. Campo from the management company stated that in the management agreement, we have a subcontractor contract with Artademics. All provisions and labor needed for the program implementation during the regular school day and after school are to be provided by the subcontractor. Artademics would put it together and provide to Management Company. The school has Florida adopted curriculum for Math, Reading, Science and Writing. The school also has Brainpop, Starfall, i-Ready, and Kahn Academy software programs.

- Mr. Allen questioned 3 times throughout the meeting about the meetings between the principal and Mr. Blount for Artademics planning. Ms. Sloan answered each time that 3 meetings were set, Mr. Blount was sick for one it was rescheduled. Mr. Blount has not showed up for 2 meetings.
- Ms. March stated that all of the software licensing fall under Artademics. Dr. Nichols stated that there were to be a weekly Artademics implementation meeting with Ms. Sloan, Ms. March and Mr. Blount. Two meeting dates were set. Mr. Blount was not in attendance of the first two meetings. Mr. Blount was invited to push into classes to help teachers implement the arts into their instruction. The financing of all of the technology licensing and hardware is tied to the service agreement which has not been approved by the board yet. There are have also been several order and adoption changes that slowed down the finalization of an agreement. Some of the items tied to the service agreement have been ordered in good faith, such as the ebolts in order to ensure the implementation of the educational side. The iPads and the licensing are on the Artademics side and are also tied to the service agreement.
- C. Ron reiterated that there is a need for something to fill the Artademics gap. Ms. March asked for clarification of the content of Artademics as the licensing has been the only thing mentioned. Mr. Blount clarified that Artademics is more than webistes. Its purpose the first year is to create an engaging environment. Artademics, LLC has received its first consultant payment on Sept. 4th. We went out and hired 2 educational leaders from Lucas Learning – Ken Corr and Michelle Riddle to being planning and mapping the curriculum.
- Ms. March asked for clarification on the hiring of Ellen Jacoby to teach acting. Mr. Blount clarified that she was to be brought on to help fill the Artademics gap but was not certified. Ms. March stated that Frank Cruz was hired in the capacity of Encore teacher without a certification.

Mr. Blount further clarified that Ms. Jacoby could not meet the schedule requirements. Ms. Confer noted that the Encore schedule was changed in order to accommodate Ms. Jacoby. Mr. Blount further clarified that she did not agree to the pay. Mr. Allen and Dr. Nichols stated the importance of securing things before they are made public. Mr. Allen asked if it would be possible to bring Ms. Jacoby in to speak with the kids. Mr. Blount stated that he has a Disney casting director coming on Oct. 11th. It was further clarified that this is at a cost to families and is on a Saturday outside of regular school hours. Ms. Harville noted that parents just want the basics to start with and understand that it takes time to build up to what the vision of the school states. Ms. Sloan is currently looking for a PE teacher to fill that required gap.

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Dr. Nichols adjourned the meeting at 4:37PM. Seconded by C. Ron Allen.