



AGENDA

Meeting of the Governing Board
The Learning Excellence Foundation of South Palm Beach, Inc.
D/B/A
Imagine Schools-Chancellor Campus
3333 High Ridge Road
Boynton Beach, Florida 33426
September 14th, 2020
5:30 p.m.

1. Call to Order.....Chris Johnson, Chairperson
2. Public Notice Announcement..... Chris Johnson
3. Approval of Minutes.....Chris Johnson
 - August 10, 2020
4. Principal Report.....Stephanie Standley, Principal
 - Opening of School
 - Phase 2 Plan
5. Coronavirus Prevention & Response (Sanitation & Cleaning) GEER Fund under the CARES Act Charter School Assurances
.....Stephanie Standley
6. School Hardening Grant Election to Participate and Assurances.....Stephanie Standley
7. Renewal of fictitious name registration for Imagine Schools – Chancellor Campus
.....Stephanie Standley
8. Active Assailant Policy.....Stephanie Standley
9. Out of Field Waivers
 - Middle School Science Position
 - Middle School Math Position
 - Elementary ESE Position
10. STO Contract for 20-21.....Stephanie Standley
 - Update from STO
11. Title IX Regulation Policy.....Susan Onori
12. Teacher Salary Increase Allocation Distribution PlanSusan Onori/Jorge Puente-Duany
13. Financials.....Jorge Puente-Duany,
Business Manager
 - Final Budget 2019-2020
 - Amended Budget 2020-2021
 - Annual Audit 2019-2020
14. Public Input

Adjournment

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE
LEARNING EXCELLENCE FOUNDATION OF SOUTH PALM BEACH, INC.
D/B/A
IMAGINE SCHOOLS – CHANCELLOR CAMPUS

August 10, 2020
5:30 p.m.

The meeting of the Board of Directors (the “Board”) of the Learning Excellence Foundation of South Palm Beach, Inc. (the “Foundation”) d/b/a Imagine Schools-Chancellor Campus (the “School”) was held at 3333 High Ridge Road, Boynton Beach, Florida. In attendance were: board attorney , Julie Klahr and members of the Governing Board: Chris Johnson, Board Chair; Tom Sutterfield, Jennifer Weser, Elizabeth Stephan, Marie Chapman, Lisa Carriegos and Imagine employees in attendance were: Stephanie Standley, Principal, Susan Onori, Region Director and Jorge Puente-Duany. Also in attendance was parent Joel Rodriguez.

Chris Johnson called the virtual board meeting to order at 5:31 p.m.

Chris Johnson asked if the meeting had been properly noticed. Stephanie Standley reported the meeting had been posted on the Imagine-Chancellor website and on the entry doors at the school.

The first order of business was the approval of the June 15, 2020 and July 20, 2020 minutes. Lisa Carriegos made a motion to approve the minutes from the June 15, 2020 and July 20, 2020 board meetings. Marie Chapman seconded the motion. Chris Johnson inquired as to whom was in favor of the motion. Jennifer Weser, Marie Chapman, Tom Sutterfield, Lisa Carriegos, Elizabeth Stephan all stated they were in favor of the motion. Chris Johnson inquired as to if anyone was opposed. All Board members stated no, the motion passed unanimously.

The next order of business was the Principal update. Stephanie Standley informed the Board Pat Surrigo and Kathy Volpe would both be retiring. Miss Standley stated both employees had been with the school for 19 years and would be celebrated with some special festivities and gifts. Miss Standley stated she would inform the board of the celebrations when the plans are finalized.

Miss Standley informed the Board the employees had come into school in 2 different groups with social distancing during the week and they were trained in the COVID procedures for the FY21 school year. Miss Standley reviewed the procedures if a student/employee gets sick when students are able to return to brick and mortar. Miss Standley also reviewed the sanitizing policy of the building and the policy for staff should they test positive for COVID. Miss Standley reviewed the student daily schedules with the Board that was shared with the parents. Mr. Sutterfield inquired to the procedures for students with IEP’s and Miss Standley stated during the independent practice times in the schedule the ESE teachers would implement a schedule to ensure all services are met.

The next order of business was approval of the Parent Representative. Stephanie Standley informed the Board Mrs. Chapman would continue to serve as the Board Parent Representative with the approval of the Board. Tom Sutterfield made a motion to re-appoint Marie Chapman as the Board Parent Representative. Jennifer Weser seconded the motion. . Chris Johnson inquired as to who was in favor of the motion. Jennifer Weser, Marie Chapman, Tom Sutterfield, Lisa Carriegos, Elizabeth Stephan and all stated they were in favor of the motion. Chris John inquired as to if anyone was opposed. All Board members stated no, the motion passed unanimously.

The next order of business was approval of new policies. Stephanie Standley informed the board new policies were added to both the family and the staff handbook. Miss Standley reviewed the new policies in depth, including communicable disease, technology usage including GO Guardian, communication, discipline, social media platforms, student online learning management, attendance, internet safety, social distancing, face masks, health screenings, telework options and employee leave. Tom Sutterfield made a motion to adopt the policies while following CDC guidelines and any changes to the guidelines as they occur. Jennifer Weser seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Jennifer Weser, Marie Chapman, Tom Sutterfield, Lisa Carriegos, Elizabeth Stephan all stated they were in favor of the motion. Chris Johnson inquired as to if anyone was opposed. All Board members stated no, the motion passed unanimously.

The next order of business was the approval of the amended employee and parent handbooks. Stephanie Standley reviewed the handbooks in depth with the Board citing the new polices such as, traveling out of country or state, positive COVID tests, social distancing, masks. Susan Onori informed the Board the Imagine Schools, Inc. legal department were involved in revising the handbook. Miss Standley reviewed the parent handbook with the changes. Tom Sutterfield made a motion to adopt the policies as amended in the employee handbook with following CDC guidelines and any changes to the guidelines as they occur. Jennifer Weser seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Jennifer Weser, Marie Chapman, Tom Sutterfield, Lisa Carriegos, Elizabeth Stephan all stated they were in favor of the motion. Chris Johnson inquired as to if anyone was opposed. All Board members stated no, the motion passed unanimously. Tom Sutterfield made a second motion to adopt the policies as amended in the family handbook with following CDC guidelines and any changes to the guidelines as they occur. Jennifer Weser seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Jennifer Weser, Marie Chapman, Tom Sutterfield, Lisa Carriegos, Elizabeth Stephan all stated they were in favor of the motion. Chris John inquired as to if anyone was opposed. All Board members stated no, the motion passed unanimously.

The next order of business was the Sports Turf One contract. Mary Salas reviewed the FY21 Sports Turf One contract with a three percent increase, which would increase the cost to \$41,268.00. Discussion ensued regarding the addendum Julie Klahr added to the contract. Elizabeth Stephan inquired as to if this item went out to bid and why the three

percent increase, since the field would not be utilized as it would in a normal school year stating the spot maintenance should be less. Discussion ensued regarding this matter and possibly adjusting the maintenance routine to meet the usage. Mary Salas would contact Sports Turf One to inquire about adjustments due to the field not being used during the distance learning. This item would be tabled until the September Board meeting.

The next order of business was the approval of the FY21 drill schedule. Stephanie Standley informed the Board fire, code red and tornado drills would still be required even during distance learning. Miss Standley reviewed the procedures for conducting the drills through distance learning. Tom Sutterfield made a motion to approve the drill schedule. Jennifer Weser seconded the motion. . Chris Johnson inquired as to who was in favor of the motion. Jennifer Weser, Marie Chapman, Tom Sutterfield, Lisa Carriegos, Elizabeth Stephan all stated they were in favor of the motion. Chris Johnson inquired as to if anyone was opposed. All Board members stated no, the motion passed unanimously.

The next order of business was an air conditioning update. Mary Salas informed the Board there had been some failed compressors and Freon leaks, which prompted an air conditioning survey with Biscayne Air. Mrs. Salas reviewed the survey and the estimates for repair and replacement of the effected units. Discussion ensued regarding this matter and the monies allocated previously for the air conditioners and the most important air units to replace during distance learning. Tom Sutterfield inquired as to the approximate cost to replace the classroom units and Mary Salas stated to replace the 2 classroom units would cost approximately \$59,500.00 plus permits. A lengthy discussion ensued regarding repair versus replacing. Tom Sutterfield made a motion to approve the replacement of 2 classroom units and repair the hallway units up to \$70,000.00 and anything above that amount would have to come back to the Board at the September Board meeting. Jennifer Weser seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Jennifer Weser, Marie Chapman, Tom Sutterfield, Lisa Carriegos, Elizabeth Stephan all stated they were in favor of the motion. Chris Johnson inquired as to if anyone was opposed. All Board members stated no, the motion passed unanimously.


The next order of business was the financial update. Jorge Puente-Duany reviewed the financials with Board citing the loss of income in the amount of \$50,000.00 from before/after care and summer camp stating it did have an impact on the budget. Discussion ensued regarding this matter. Mr. Puente-Duany reviewed the financials by the line item that effected the budget. Tom Sutterfield inquired as to what enrollment number the budget was based on and Mr. Puente-Duany stated 1040 students, which had been approved before the impact of COVID. A lengthy discussion ensued regarding the not knowing what funding the school would receive from the state. Stephanie Standley informed the Board enrollment to date was 1048 and the kindergarten students that enrolled did come for their Kindergarten Assessment. Tom Sutterfield requested creating different scenarios within the budget citing an enrollment decrease of 5%, 10% 15% and 20%. Discussion ensued regarding this matter.


Chris Johnson inquired as to if there was any public input. Joel Rodriguez a new parent at the school introduced himself and stated he worked for an HVAC manufacturer and stated he may be able to assist with the air conditioning pricing if interested.

The next item was the security plan for the school. Julie Klahr stated this item would have to be closed to the public for security purposes. At this time all non-board members were excused from the meeting. Julie Klahr stated this item was exempt from the Sunshine law and the recording could be stopped.

Meeting was adjourned at 6:39 p.m.

Attested to By:


Chris Johnson, Chairperson


Date