

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

May 9, 2016

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, Lisa Talty, Erika Singletary and Imagine employees in attendance were: Susan Onori, Principal; Stephanie Standley, Assistant Principal; Lianne White, Administrative Assistant; Jorge Puente-Duany, Business Manager; Mary Salas, Building Manager and Brian Doyle, Teacher. Also in attendance were parents Jessenia Cantu, Mr. and Mrs. Saba and Mrs. Cerijo and Israel from Keefe McCullough Accounting

Chris Johnson called the meeting to order at 5:00 p.m.

Chris Johnson asked if the meeting had been properly noticed. Susan Onori reported that the meeting had been posted on the entrance/egress doors and on the Imagine-Chancellor website, it was posted to the School Way App and a Parent blast also went out.

The first order of business was the approval of the minutes. Lisa Talty made a motion to approve the March 7, 2016 minutes. Jennifer Weser seconded the motion. The motion passed unanimously.

The next order of business was the Principal update. Susan Onori informed the Board the FSA testing had been completed and the EOC testing would take place on May 9<sup>th</sup> through May 13<sup>th</sup>. She also informed the Board that Imagine-Chancellor received another Promising Practices Award for the Soup Kitchen. There were two national character essay winners throughout all 67 Imagine Schools, Inc. Mrs. Onori informed the Board that she would be going to Syracuse to attend a Positivity Project Seminar and the project would be kicked off in the fall.

Chris Johnson asked the Board that since parents were present if they would mind listening to the public input first. The Board agreed. Chris Johnson explained the process to the parents. Julie Klahr added that it was a public meeting and if they did not want their child's name in the minutes that they did not have to use their name. Jessenia Cantu, mother of Izabella Roca informed the Board that on Friday, May 6, 2016 Mr. Borecki had contacted her and informed her that her daughter had fallen at recess. He further stated that she had been playing with other students, fell and became dizzy. At

that time Ms. Scales approached her to ask what was going on and Izabella informed her that she fell and she was dizzy. Izabella reported that Miss Scales told her that she was pretending and lying. Izabella replied that she was not lying and she started crying. Izabella stated at that point Miss Scales said to the other students that Izabella was a liar and that they should not talk to a liar and told her sit there; Izabella continued to cry. Ms. Cantu stated she felt that Miss Scales belittled her daughter in front of fellow students. She further stated that she had experienced that behavior in the past and she did not feel that behavior was appropriate for a teacher and now her daughter did not want to come to school. Ms. Cantu stated that as Mr. Johnson's son and Mrs. Cerijo's daughter tried to console Izabella, Miss Scales approached the students again and Jordan Johnson told Ms. Scales that Izabella should not be in trouble. Ms. Cantu stated that Ms. Scales said to Jordan that she did not care who his father was. Misty Saba introduced herself and informed the Board that her daughter Chloe Saba was in 5<sup>th</sup> grade and she had experienced three different situations with Ms. Scales. Mrs. Saba stated that Ms. Scales was very nasty to her on a field trip and did not even know who she was. She further stated that the other 2 incidents were with her daughter Chloe when she was in 3<sup>rd</sup> grade and this year in 5<sup>th</sup> grade. She added that Ms. Scales got in Chloe's face and was very intimidating. Mrs. Saba felt that Miss Scales involved herself in a situation that she did not know what was going on, but felt the need to handle it. She stated that Miss Scales really upset Chloe and she did not want to come to school either. Laly Cerijo stated that she was at the meeting for support and had witnessed Ms. Scales and the above behaviors personally and also had an incident with Ms. Scales and her daughter as well. She inquired as to what it would take for her to stop. She added that Imagine-Chancellor was where they wanted their kids and she felt that character building starts with the teachers and staff. She added that she was afraid for her 3<sup>rd</sup> grader to go to 5<sup>th</sup> grade and that she had witnessed this behavior for 3 years and did not feel anything had been done about it. Rick Saba stated his daughter was in 5<sup>th</sup> grade and he felt it was crazy that a teacher can yell in a child's face. He stated that something needed to change. He further added that Mr. Borecki witnessed the whole incident, but was afraid to come forward as he had incidents with Ms. Scales as well. The Board thanked all the parents for coming forward.

Tom Sutterfield stated that he wanted Imagine-Chancellor to be a safe environment for all children and it would be looked into. Mr. Sutterfield stated that words can be very harmful to a child. Susan Onori informed the parents that she had met with Chris Johnson earlier in the day with Stephanie Standley and Lianne White, in addition she had contacted the Imagine Schools, Inc. legal department. She wanted the parents to be confident that the situation would be addressed and that in her 15 years she had never had parents come before the Board with an issue with a teacher. Erika Singletary stated her daughter had issues with Ms. Scales as well and she had to pull her out of her classroom. Mrs. Cantu stated that Ms. Scales was not even her daughter's teacher. Chris Johnson inquired as to what the procedure was if a student gets injured. Mrs. Onori stated that an accident report would be filled out and the parents would be contacted and then depending on the injury there was a protocol that would be followed. Discussion ensued regarding the procedures and Chris Johnson asked that Mrs. Onori review the procedures with the staff. He further added that the children need to feel safe at school. Erika Singletary added that was troublesome to her that another teacher was afraid to address

the incident, because he was afraid and she had her own experience with a similar situation. Mrs. Cantu added Mr. Borecki did contact her right away and attempted to discuss it with Ms. Scales, but she yelled at him in front of all the students. She added that she did not feel that Ms. Scales should attend the Universal trip or teach the Human Growth and Development class in the coming week. Mrs. Onori stated that Ms. Scales would not be attending the Universal trip or teaching the Human Growth and Development class. Chris Johnson informed the parents that when he spoke with Susan Onori and her team he felt confident that Susan along with Imagine Schools, Inc. would handle the situation, but he could not speak further on the matter other than an investigation would take place. Mrs. Cantu thanked the Board, Mrs. Onori, Ms. Lianne, Ms. Standley and Mr. Borecki. She added that Mr. Borecki stated he was in disbelief at the incident.

The next order of business was the Wells Fargo grant. Susan Onori informed the Board that Imagine-Chancellor was awarded a \$1,000.00 grant from Wells Fargo Bank. Mrs. Onori informed them that she would like to use the grant to purchase a Chromebook cart and the white glove coverage for existing Chromebooks. Discussion ensued regarding this matter. Jennifer Weser made a motion to approve the purchase of the Chromebook cart. Lisa Talty seconded the motion. The motion passed unanimously.

The next order of business was the legislative update. Tom Sutterfield reviewed the legislation update with the board referring to House Bill 7029. He explained the bill included if parents wanted their child to go to a school in county even if they were not zoned for the school they could do so, if the school had space and the parent provided transportation. He explained the process on greater detail. Susan Onori stated that schools can now receive \$10.00 per child for schools that have a uniform policy and she stated that Imagine-Chancellor would be applying through the state. Further discussion ensued regarding this matter. Jorge Puente-Duany inquired as to what the capital outlay allocation would be and Tom Sutterfield stated that it had not been decided on to date. Further discussion ensued regarding this matter.

The next order of business was the e-rate. This item was tabled until the next board meeting.

The next order of business was the art project update. Mary Salas informed the Board that she had obtained a permit. She stated that Mr. Bursey would not be able to put the art work up because he did not have workmen's compensation insurance. Mrs. Salas spoke with Vertex and they recommended a contractor that would be coming to look at the project on May 8, 2016. Julie Klahr informed Mrs. Salas to be sure that the contractor submits the appropriate paperwork to the City of Boynton Beach. Mrs. Salas stated that it would still cost the approved \$750.00. Further discussion ensued regarding the matter.

The next order of business was the Robotics program. Mr. Doyle informed the Board he wanted to enhance the Robotics program within the school. He stated that Ms. Martin had agreed to help him initiate an after school Robotics Club, he would still run the

program through the middle school and attend competitions. In order to enhance the program he would need to buy some new laptops and Robotic kits. Mr. Doyle provided a lesson plan and the equipment and material information to the Board for their review. Further discussion ensued regarding this matter. The monies were added to the 2016-2017 preliminary budget and would be approved when the budget was approved.

The next order of business was the 2016-2017 preliminary budget. Jorge Puente-Duany reviewed the cash flow, the balance sheet, the income statement and the budget versus actual. Tom Sutterfield informed the Board that he had asked Mr. Puente-Duany to review the budget over the past 5 years for overages and adjust accordingly. Julie Klahr informed the Board if they had questions pertaining to the budget, they could call Mr. Puente-Duany individually. Discussion ensued regarding the preliminary budget. Jennifer Weser made a motion to approve the 2016-2017 preliminary budget. Lisa Talty seconded the motion. The motion passed unanimously.

The next order of business was the Form 990. Julie Klahr reminded the Board she had an issue with the original 990 and had since reviewed it with the Board and she had addressed it with the accountant. She had received the Form 990 that was before the Board earlier in the day. Discussion ensued regarding the matter. Lisa Talty made a motion to approve the revised Form 990 for year ending 2015, subject to further legal review. Jennifer Weser seconded the motion. The motion passed unanimously.

The next order of business was an IDEA update. Tom Sutterfield informed the Board there were steps that needed to be followed, and the letter needed to be amended in order to move forward with the request for mediation for FY17 IDEA allocation formula. The letter would need to be signed by Chris Johnson. Discussion ensued regarding this matter. Jennifer Weser made a motion to have Tom Sutterfield speak on behalf of the Board and Imagine-Chancellor for IDEA steps 2, 3 and 4 and to authorize the execution of the revised letter. Erika Singletary seconded the motion. The motion passed unanimously.

The next order of business was the audit contract for the 2016-2017 school year. Susan Onori informed the Board the audit committee had met and presented the Board with their recommendation. Jorge Puente-Duany introduced Israel Gomez from the Keefe McCullough firm. He spoke about the firm and gave the Board a background. Discussion ensued regarding the matter. Jennifer Weser made a motion to award Keefe McCullough the contract for auditing to begin the 2016-2017 school year. Lisa Talty seconded the motion. The motion passed unanimously.

The next order of business was the cleaning bids for the 2016-2017 school year. Mary Salas reviewed the cleaning contracts with the Board. Mrs. Salas informed the Board that the quality of the cleaning in the past year had declined and recommended not to renew the Col-USA contract. She reviewed the bid that Col-USA submitted for \$157,000.00 for the year, which included extra charges for the summer waxing. Mrs. Salas informed the Board that Col-USA over the course of year would order materials from the paper company without her knowledge. Lianne White and Julie Klahr inquired as to if monies

needed to be reimbursed to the school, since the paper products had been paid for through the contract, but Col-USA would then order additional paper products and bill the school. Mary Salas stated that she and Mr. Puente-Duany would go through the invoices and if monies are owed Julie Klahr would write a letter to Col-USA. Mrs. Salas reviewed the bid from Cover All Cleaning for \$138,900.00 and the contract for City Wide Maintenance for \$139,500.00. Mrs. Salas stated her recommendation would be to hire City Wide Maintenance and the savings would be approximately \$20,000.00 for the same scope of work. Further discussion ensued regarding the bids. Julie Klahr requested that Mrs. Salas send her the separation letter before sending it to Col-USA and asked that she and Mr. Puente-Duany let her know if monies are owed from the additional ordering. Jennifer Weser made a motion to award City Wide Maintenance the cleaning contract for the 2016-2017 school year. Erika Singletary seconded the motion. The motion passed unanimously.

The next order of business was the landscaping contract. Mary Salas informed the Board that there had been some issues with the field with the grass and the sprinklers. Mrs. Salas informed the Board that the Bermuda grass had not been growing appropriately and Sports Turf One, Inc. would like to charge Imagine-Chancellor to fix it, but the warranty on the field is valid through June 16, 2016. Tom Sutterfield informed the Board that there was a high acid content in the soil and the water from well. However, Sports Turf One, Inc. had a choice when the field was being built to pull the water out of the lake or from the well and they chose to pull from the well. Mr. Sutterfield stated that they are the right company to fix the problem, but he was negotiating the issue of who would pay for it. Discussion ensued regarding this matter. The approval of the landscaping contract was tabled until the next board meeting.

The next order of business was the Florida Alliance. Tom Sutterfield informed the Board that Imagine-Chancellor belonged to the Florida Consortium and he wanted to join the Florida Alliance as well. Discussion ensued regarding this matter. Mr. Sutterfield stated that it would cost \$5 per student and that they each have different strengths. He stated the Alliance was why the IDEA monies were reimbursed for the 2015-2016 school year. Jennifer Weser made a motion for The Learning Excellence Foundation of South Palm Beach, Inc. to become a member of the Florida Charter School Alliance for the 2016-2017 school year. Erika Singletary seconded the motion. The motion passed unanimously.

The next order of business was the reimbursement of expenses to Tom Sutterfield. Tom Sutterfield presented his expense report for food, hotel and transportation for his trip to Washington DC regarding IDEA. Discussion ensued regarding the information Mr. Sutterfield obtained on the trip to Washington DC. Jennifer Weser made a motion to approve the reimbursements for the expenses in the amount of \$930.56. Erika Singletary seconded the motion. The motion passed unanimously.

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Meeting adjourned at 6:44 p.m.

Attested to By:

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Chris Johnson, Chairperson

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Date