



## **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  
January 11, 2021  
5:30 p.m.

1. Call to Order.....Chris Johnson, Chairperson
2. Public Notice Announcement..... Chris Johnson
3. Approval of Minutes.....Chris Johnson
4. Principal Update..... Stephanie Standley, Principal
5. 2019-2020 District Annual Review.....Stephanie Standley
6. ESE Attestation Letter District Review.....Stephanie Standley
7. ESSER High Quality Reading K-3 Reading Curriculum Program...Stephanie Standley
8. GEER K-12 Civic Literacy Program.....Stephanie Standley
9. Facilities Update.....Mary Salas, Facilities Manager
10. Finance Update.....Jorge Puente-Duany
11. 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

December 8, 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, Marva Wilks, Lisa Carriegos, Marie Chapman, and Imagine employees in attendance were: Stephanie Standley; Principal, Michael Watts; Assistant Principal, Heather Barfield; Middle School Math Teacher.

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 Spring 2021 Plan and Assurances. Julie Klahr reviewed the Governor’s Executive Order for the Spring Semester of 2021 regarding providing alternatives to the distance learning students, which would be due to the district by December 15, 2020. Stephanie Standley reviewed the Spring 2021 Plan and Assurances that had been provided to all the Board members. Miss Standley stated in the plan the school would be open 5 days a week for the brick and mortar students and all services would be provided for students including ESE and ESOL via brick and mortar and through distance learning. Miss Standley informed the Board progress monitoring would continue for the students struggling with their academics and opportunities would be provided for those parents and students, such as after school clubs for both brick and mortar and distance learning students. Miss Standley discussed Assurance# 4 informing the Board if the parents choose to have their child remain as a distance learner and the student is failing the parents would be contacted by phone and would also receive written notice stating their child was at educational risk of failing. The parent would have to sign and return the letter to the school, Miss Standley provided the Board a sample of the parent letter. Miss Standley additionally added in the new order parents would have the option to change their mind to have their child return to brick and mortar anytime during the remainder of the school year, allowing the school one week to prepare the classroom and cafeteria to remain compliant the CDC guidelines. Miss Standley discussed Assurance #5 in regards to truancy with the distance learning students, stating Imagine Chancellor would continue to closely monitor the student attendance and contact parents to provide outreach programs and attendance contracts for those students exhibiting poor attendance. Miss Standley discussed Assurance# 6 in regards to the continuation of Professional Development, making sure teachers were provided with Professional Development to assist them with the

progress monitoring tools for the students, stating STAR Renaissance and IReady assessments would be used to assist in monitoring the students.

Chris Johnson inquired regarding any students that had been struggling with the distance learning. Stephanie Standley replied there had been a few instances and the parents were contacted and options were discussed. Miss Standley discussed the RTI process with the Board and stated the systematic process would still be followed even though it would be more challenging.

Julie Klahr reminded the Board the legislative sessions would start again in January in regards to funding. Discussion ensued regarding this matter.

Tom Sutterfield made a motion to approve the Spring 2021 Plan and Assurances. Marie Chapman seconded the motion. Chris Johnson inquired as to whom was in favor of the motion. Marie Chapman, Tom Sutterfield, Lisa Carriegos, Marva Wilks and Chris Johnson 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.

Meeting was adjourned at 6:18 p.m.

There was no public input.

Attested to By:



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Chris Johnson, Chairperson

1-11-21  
Date

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

November 17, 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, Marva Wilks, Marie Chapman, and Imagine employees in attendance were: Rod Sasse; Executive Vice-President, Susan Onori, Region Director Stephanie Standley, Principal, Michael Watts; Assistant Principal, Jorge Puente-Duany; Business Manager and Mary Salas; Facilities Manager.

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 September 14, 2020 board minutes. Tom Sutterfield made a motion to approve the September 14, 2020 minutes. Jennifer Weser seconded the motion. Chris Johnson inquired as to whom was in favor of the motion. Jennifer Weser, Marie Chapman and Tom Sutterfield 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 Virtual Meetings Proceedings Resolution. Julie Klahr reviewed the previously adopted Virtual Meetings Proceedings Resolution with the Board, stating due to the Governor’s current Order the resolution had to be amended. Miss Klahr stated the Principal and the Parent Representative would now have to be present at the school during the Board Meetings, while the other Board members could still attend virtually. Miss Klahr also reviewed the added language in the order for clarification. Tom Sutterfield made a motion to approve the amended Virtual Meetings Proceedings Resolution. Jennifer Weser seconded the motion. Chris Johnson inquired as to whom was in favor of the motion. Jennifer Weser, Marie Chapman, Tom Sutterfield and Marva Wilks 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 “Board Signature Authority Resolution”. Stephanie Standley stated Lindsey Kenefick had been a signer on the bank account and was now the Principal at Imagine Weston. She asked for approval to add Assistant Principal Michael Watts as a signer. Julie Klahr stated that in addition to Chris Johnson and Tom Sutterfield

additional Board Members should be added as signers on the account. Discussion ensued regarding this matter and it was decided to add both the Assistant Principal Michael Watts and Parent Liaison/Treasurer Marie Chapman to the Board Signature Resolution. Julie Klahr stated with Board authorization she would prepare and submit the resolution. Marva Wilks made a motion to add Michael Watts and Marie Chapman to the Board Signature Authority Resolution and to remove Lindsey Kenefick. Jennifer Weser seconded the motion. Chris Johnson inquired as to whom was in favor of the motion. Jennifer Weser, Marie Chapman, Tom Sutterfield and Marva Wilks 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 tax referendum litigation update. Susan Onori informed the Board the district would be writing a Brief to the courts. Mrs. Onori reviewed the current amount that had been spent to date on the litigation. Mrs. Onori stated she would be on a call in regards to the litigation on November 18, 2020, and she inquired as to whether or not the Board wanted to continue with the litigation. Susan Onori inquired as to what would happen if the Board did not continue with the litigation and Julie Klahr stated she could not give a definitive answer. Discussion ensued regarding this matter. Tom Sutterfield made a motion to continue with the litigation and authorize an additional \$5,000.00 to the litigation to total \$20,000.00. Jennifer Weser seconded the motion. Chris Johnson inquired as to whom was in favor of the motion. Jennifer Weser, Marie Chapman, Tom Sutterfield and Marva Wilks 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 currently 412 K-5 students were on campus and 288 have remained online. In 6<sup>th</sup> - 8<sup>th</sup> grades, 161 were on campus and 182 remain on line totaling 573 students in campus K-8. Miss Standley informed the Board middle school teachers and students had been placed on distance learning the first 2 weeks of November, due to a positive case and had since returned. Miss Standley reviewed the procedures in the cafeteria and back up plans if needed. Miss Standley added the staff had really pulled together to make the adjustments needed in the classrooms to accommodate in person students to meet the guidelines. Miss Standley informed the Board the mid-year district review would be online this year on January 15, 2020 and Imagine-Chancellor would also have a state audit sometime in January. Miss Standley informed the Board students in grades 1-8 were currently taking the STAR assessment and the Kindergarten students were taking the FLKRS assessment. Julie Klahr inquired as to what the total enrollment to date was and Miss Standley replied as of November 4, 2020 it was 1042 students. Miss Klahr also asked what the Board approved enrollment cap was and Miss Standley stated it was up to 1050. Mr. Sutterfield commended Mary Salas and Image Cleaning for the cleanliness of the school and the work being put into it. Miss Standley informed the Board the new hand sanitizer dispensers were delivered and all restrooms have a dispenser. PTSA donated masks to the school. Miss Standley informed the Board due to the condition of the current playground it would be removed for free. Marie Chapman inquired as to if Imagine-Chancellor was required to

have a playground for accreditation and Susan Onori replied that a playground was no longer required to be accredited.

The next order of business was the COVID-19 update. Miss Standley informed the Board Imagine-Chancellor to date had one student and one staff member test COVID positive. Miss Standley stated the Imagine-Chancellor COVID dashboard on the school website would be updated in real time rather than weekly. Miss Standley added the parents of the students that had exposure had been contacted via phone and in writing and contact tracing was completed with the Palm Beach County Health Department.

The next order of business was flooding on the retention field. Stephanie Standley informed the Board due to the excessive amount of rain the turf retention field had flooded on different occasions and was not draining properly. Due to the amount of standing water on the field it had to be pumped and there were areas that had been covered in algae and would have to be bleached and cleaned before the students would be able to utilize it. Miss Standley informed the Board a cleaning company did come out to look at the field for a cleaning quote and stated the turf had not been installed properly in regards to the pitch. Miss Standley added the installation contractor had been contacted. Tom Sutterfield informed the Board he had went to look at the field and stated it had been not installed with a water permeable liner as requested by the Board, he also stated the retention field was not designed to be a dry retention area. It was decided not to take any action in regards to field until directed by the insurance company. Discussion ensued regarding this matter. Mary Salas inquired about moving the water drainage from the roof, but Julie Klahr stated the owner of the building and the City of Boynton Beach would have to be contacted. Miss Standley would contact the insurance company November 18, 2020 and she would update the Board at the January 11, 2020 meeting.

The next order of business was the air conditioning update. Mary Salas informed the Board A/C unit number 8 had been installed on November 3, 2020, units 11 and 13 would be delivered on November 20, 2020 with the installation date of November 24<sup>th</sup> and 25<sup>th</sup>. Mrs. Salas informed the Board the A/C unit for the server room would need to be replaced and had not been on the survey list.

The next order of business was the financial update. Jorge Puente-Duany reviewed the financials with Board stating the budget was right on target with revenue and expenses were down due to some staff changes. Discussion ensued regarding the financials. Rod Sasse informed the Board the Governor had not announced how schools would be funded for the distance learning students. Mr. Puente-Duany informed the Board the teacher allocation funds had not been received as the district had not submitted their plan submitted due to a conflict between the Palm Beach County School District and the Union.

Meeting was adjourned at 6:19 p.m.

There was no public input.

Attested to By:



\_\_\_\_\_  
Chris Johnson, Chairperson

1-11-21

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Date