



**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  
November 16, 2020  
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 Report.....Stephanie Standley
5. COVID-19 Update..... Stephanie Standley
6. Back Field/Flooding Situation..... Stephanie Standley
7. Virtual Meeting Proceedings Resolution.....Julie Klahr, Board Attorney
8. Board Signature Authority Resolution.....Julie Klahr, Stephanie Standley
9. Tax Referendum Litigation Update.....Susan Onori, Regional Director
10. A/C Update.....Mary Salas, Facilities Manager
11. Financials.....Jorge Puente Duany
12. 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

September 14, 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; Jennifer Weser, Marva Wilks, Marie Chapman and Imagine employees in attendance were: Susan Onori, Regional Director; Stephanie Standley, Principal; Lianne White, Dean of Students; Jorge Puente-Duany, Business Manager; Mary Salas, Facilities Manager. Also in attendance were Israel Gomez and Jessica Raderstorf of Keefe McCullough & Co. CPA.

Chris Johnson called the virtual board meeting to order at 5:33 p.m.

The first order of business was the approval of minutes. Marie Chapman made a motion to approve the minutes from the August 10, 2020 Board Meeting. Jennifer Weser seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Jennifer Weser, Marie Chapman, 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 and Mr. Johnson stated the motion carried.

The next order of business was the approval of the annual audit. Israel Gomez from Keefe McCullough & Co. CPA reviewed the annual audit with the Board in depth. Mr. Gomez explained the revenue had decreased from the previous year due to Covid-19 with the cancellation of before/aftercare and summer camp. Mr. Gomez stated the outstanding note on the land had been paid in full. Mr. Gomez stated there were no significant deficiencies or material weaknesses in the controls or compliance of Imagine-Chancellor. He further stated there no prior or current findings. Mr. Gomez stated there were no financial emergency findings reported. Mr. Gomez discussed transparency and what items need to be posted to the Imagine-Chancellor website and stated there were no findings. Mr. Gomez stated it was a clean audit and if any of the Board members had any questions, he would be available. Marva Wilks made a motion to approve the FY20 audit conducted by Keefe and McCullough, Co CPA. Jennifer Weser seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Jennifer Weser, Marie Chapman, 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 and Mr. Johnson stated the motion carried.

The next order business was the approval of the Sports Turf One, Inc. contract. Dell Haverhill from Sports Turf One, Inc. Mary Salas stated the question of the board at the

previous board meeting had been in reference to the 3% increase to the contract when the field was not being utilized due to Covid-19. Dell Havershill replied “whether the field is used or not the maintenance of the field had to stay on schedule in regards to the mowing, pest control and weekly maintenance”. Jennifer Weser made a motion to approve the FY21 Sports Turf One, Inc. contract. Marie Chapman seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Jennifer Weser, Marie Chapman, 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 and Mr. Johnson stated the motion carried.

The next order of business was the Principal update. Stephanie Standley informed the board she had sent out a Parent Q and A addressing all of the logistics in regards to the students that would return brick and mortar on September 21, 2020. Miss Standley stated that 44% of the K-5 students and 31% of the 6<sup>th</sup>-8<sup>th</sup> students would be returning, with the largest numbers being in K-2. Miss Standley stated students that have departmentalized classes in K-5, the students would not change classes, and the teachers would rotate to the classrooms. In the middle school hallways, stands would be in place to implement one way travel in the halls, and 2 minutes had been added for passing to the next class. Miss Standley informed the Board in order to minimize transition the complete middle school would follow a block schedule, including the elective classes. Miss Standley stated the students would not be able to be dropped off for school before 8:30 am and temperatures would be taken in the car line, students would then sanitize before entering the building with the option of getting a grab and go breakfast. Students would go directly to the classrooms when they arrive to school. Miss Standley informed the Board students would eat lunch in the café, sanitizing when they enter the café and would be sitting 6 feet apart facing one direction.

The next order of business was the approval of the GEERS and CARES Act. Stephanie Standley informed the board she received documentation stating Imagine-Chancellor would receive \$7,327.80 in funding for sanitizing items for the school building. Due to the K-2 classes being the heaviest in student population individual desk shields would be purchased. Discussion ensued regarding this matter. Marva Wilks made a motion to approve the CARES Act. Marie Chapman seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Jennifer Weser, Marie Chapman, 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 and Mr. Johnson stated the motion carried.

The next order of business was the approval of the hardening grant. Miss Standley reviewed the hardening grant with the Board, which is allocated for safety and security. Miss Standley informed the Board the allocation would be \$15, 490.00, with the funds being utilized to purchase a panic gate for the field with an estimated cost of \$7,000.00 and additional security cameras for Imagine Way and the field. Jennifer Weser made a motion to approve the hardening grant in the amount of \$15, 490.00. Marva Wilks seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Jennifer Weser, Marie Chapman, 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 and Mr. Johnson stated the motion carried.

The next order of business was the renewal of fictitious name. Julie Klahr stated Imagine-Chancellor had 3 fictitious name registrations with two of them being utilized for Boy Scouts, which would not expire until 2022 and one for the school, which expires at the end of the current year. Jennifer Weser made a motion to approve the filing of the renewal and the \$50.00 application fee. Marie Chapman seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Jennifer Weser, Marie Chapman, 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 and Mr. Johnson stated the motion carried.

The next order of business was the active assailant policy. Due to safety protocols the policy is not discussed in a public meeting. Julie Klahr inquired as to if there had been any changes to the policy, other than staff changes. Stephanie Standley replied “no”. Jennifer Weser made a motion to approve the FY21 active assailant policy. Marva Wilks seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Jennifer Weser, Marie Chapman, 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 and Mr. Johnson stated the motion carried.

The next order of business were Out- of- Field Agreements. Stephanie Standley informed the Board there were certified teachers that would be teaching out of field in a subject area. Miss Standley stated the following teachers were out of field: William Grummer, Middle School Science; Christine O’Shea, Middle School Science; Shirkara Jackson, Middle School Social Studies; Heather Barfield, Middle School Math; Alexandra Solomon, Middle School and Science Rebecca Slade, ESE Elementary. Susan Onori stated the Palm Beach School District no longer had a document for the Board to sign. Jennifer Weser made a motion to approve the waivers as read by the Principal for the FY21 school year. Marva Wilks seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Jennifer Weser, Marie Chapman, 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 and Mr. Johnson stated the motion carried.

The next order of business was Title IX. Julie Klahr informed the Board Title IX is a law prohibiting sexual harassment of students; she stated the law did not change, the federal rules changed. Julie Klahr stated in addition to the policies a Title IX Coordinator would have to be appointed and advertised. A lengthy discussion ensued regarding this matter reviewing the policies and procedures. Susan Onori stated Deborah Tisdale was the Title IX coordinator. Julie Klahr stated the policy had to be provided to the staff, students and parents and posted on the website. Jennifer Weser made a motion to approve the Title IX policy and the appointment of Deborah Tisdale as the coordinator. Marie Chapman seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Jennifer Weser, Marie Chapman, 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 and Mr. Johnson stated the motion carried.

The next order of business was the teacher salary increase allocation. Jorge Puente-Duany informed the Board, Imagine-Chancellor would be receiving \$181,000.00 for the salary increase allocation. Mr. Puente-Duany stated 80% would be allocated to increase base salaries to \$47,500.00 with the other 20% being allocated for a 2% minimum teacher raise. Discussion ensued regarding this matter. Jennifer Weser made a motion to approve the FY21 teacher salary increase allocation in the amount of \$181,000.00. Marva Wilks seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Jennifer Weser, Marie Chapman, 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 and Mr. Johnson stated the motion carried.

The next order of business was the FY20 final budget. Jorge Puente-Duany discussed the final budget for FY 20. Discussion ensued regarding this matter. Jennifer Weser made a motion to approve the FY 20 Final Budget. Marva Wilks seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Jennifer Weser, Marie Chapman, 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 and Mr. Johnson stated the motion carried.

The next order of business was the FY21 amended budget. Jorge Puente-Duany informed the Board the budget was a blended brick and mortar and distance learning budget. Mr. Puente-Duany stated there would be a decrease in revenue in before and after care due to Covid-19. Mr. Puente-Duany reviewed the budget with the Board stating some monies would be refunded through FEMA for the sanitizing of the school. Mr. Puente-Duany reviewed some of the staff changes that had been made to the budget. Mr. Puente-Duany reviewed the break-even analysis Elizabeth Stephan requested. Discussion ensued regarding this matter. Lianne White informed the Board, parents were calling the school daily to be added to the waitlist, and if a student withdrew they were being replaced with students from the waitlist. Lianne White stated FTE funding for October 2020 would be based off the February 2019 FTE funding. Jennifer Weser made a motion to approve the FY21 amended budget. Marie Chapman seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Jennifer Weser, Marie Chapman, 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 and Mr. Johnson stated the motion carried.

The next order of business was the air conditioning update. Mary Salas informed the Board the 2 units previously approved were ordered and would be received in October. Mrs. Salas informed the Board the coils on unit #8 blew and the unit would need to be replaced in the amount of \$21,000.00 plus permits. Discussion ensued regarding this matter. Jennifer Weser made a motion to approve the allocation of \$23,000.00 for the replacement of unit #8. Marie Chapman seconded the motion. Chris Johnson inquired as to who was

in favor of the motion. Jennifer Weser, Marie Chapman, 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 and Mr. Johnson stated the motion carried.

Meeting was adjourned at 6:47 p.m.

The next virtual Board meeting would be held on November 9, 2020 at 5:30 p.m.

Attested to By:



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Chris Johnson, Chairperson

11-16-20

Date