

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

March 8, 2021
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; Co-Chair, Marie Chapman; Treasurer, Elizabeth Stephan; Secretary, Lisa Carriegos, and Jennifer Weser. Imagine employees in attendance were: Rod Sasse; Executive Vice-President, Susan Onori, Regional Director, Stephanie Standley; Principal, Michael Watts; Assistant Principal, Jorge Puente-Duany; Business Manager; Mary Salas; Facilities Manager, Heather Barfield, Teacher.

Chris Johnson called the virtual board meeting to order at 5:32 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, parent newsletter and on the entry doors at the school.

The first order of business was the approval of the minutes from January 11, 2021. Elizabeth Stephan made a motion to approve the January 11, 2021 board minutes. Marie Chapman seconded the motion. Chris Johnson inquired as to whom was in favor of the motion. Marie Chapman, Jennifer Weser, Lisa Carriegos and Elizabeth Stephan, 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.

The next order of business was the Imagine Schools COVID -19 Non-Mandatory Vaccine Policy. Susan Onori presented the vaccination policy to the board members informing the board COVID-19 vaccinations would not be mandatory to maintain employment with Imagine Schools but highly encouraged. Discussion ensued regarding the policy.

The next order of business was the FY21 Summer Camp. Silka Cuba informed the board the summer camp would be held for five weeks this year. Mrs. Cuba explained field trip planning had been on-going and businesses were taking reservations, but unsure of what the trips would be at this time due to COVID restrictions. Mrs. Cuba presented the pricing plan to the board stating the pricing would be the same as the previous two years camp had been in session. Discussion ensued regarding the summer camp plan and the procedures for field trips and bussing. Mrs. Cuba stated parents had been calling inquiring about camp and when she had the finalized details regarding the trips she would present it to the board. Elizabeth Stephan made a motion to move forward with the plans for the 2021 Imagine-

Chancellor Summer Camp. Jennifer Weser seconded the motion. Chris Johnson inquired as to whom was in favor of the motion. Marie Chapman, Tom Sutterfield, Jennifer Weser, Lisa Carriegos, Elizabeth Stephan, 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.

The next order of business was the Principal update. Stephanie Standley informed the board FSA testing would resume this school year and all students would have to be tested on school property. Miss Standley further stated the testing window had been extended in order to have a flexible schedule for the distance learning students. Miss Standley stated Lianne White was in the process of creating the schedule and some students would be testing in the month of June. Miss Standley informed the Board the lottery had taken place via Zoom earlier in the day for new incoming students for the FY22 school year and Lisa Tierney had called all families that had been accepted in the lottery. Miss Standley added Kindergarten Round Up would still take place after school hours and the building would then be sanitized at night. Miss Standley stated some board members would need to update their fingerprints with the Palm Beach County School District and she would contact the members that needed to be re-fingerprinted. Julie Klahr had requested when Miss Standley sends out the email regarding the fingerprints, to please add the dates the Board would need to do their Governance Training refresher. Miss Standley discussed the Service Learning projects that had taken place; the Middle School Leadership class collected arts and crafts materials for the patients and the Joe DiMaggio Children's Hospital and received an abundance of items. A fifth grade class did a beach cleanup the past weekend.

The next order of business was the CARES Act. Stephanie Standley informed the board more funding would be received in the amount of \$3,000.00 to be allocated to provide for professional development for the teachers in terms of supporting the instructional continuity plan, technology or other curriculum writers. Elizabeth Stephan inquired as to if the \$3,000.00 allocation was per student or total and Miss Standley replied "total". Elizabeth Stephan made a motion to accept the CARES Act instructional continuity funding for Imagine-Chancellor. Jennifer Weser seconded the motion. Chris Johnson inquired as to whom was in favor of the motion. Marie Chapman, Tom Sutterfield, Jennifer Weser, Lisa Carriegos, Elizabeth Stephan, 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.

The next order of business was the Tax Referendum. Julie Klahr discussed the tax referendum litigation that had taken place. Julie Klahr discussed the findings with the board stating the Palm Beach County School District would have to share milage with charter schools. Discussion ensued regarding this matter in-depth. Tom Sutterfield inquired as to the school district having to pro-rate the share to the charter schools. Discussion ensued regarding this matter. Disbursement of funds had not been decided to date. Rod Sasse and Susan Onori thanked the board for joining the lawsuit.

The next order of business was the backfield update. Mary Salas informed the board the insurance company had been contacted and the engineers had come to look at the field.

The case had been sent up to the head field adjuster and once an update is obtained Mrs. Salas would bring the findings to the board. Stephanie Standley informed the board the field could not be utilized until a decision is made and the field is repaired.

The next order of business was the state audit. Stephanie Standley informed the board the state had conducted an audit on FTE attendance, ESOL and ESE in January. Miss Standley presented and discussed the findings of the audit. Discussion ensued regarding this matter. Miss Standley stated that PJ D'Aoust from the Palm Beach County School District FTE Department had been very helpful through the audit process and was happy with the outcome of the audit. Miss Standley discussed the response made in regards to the findings that had been sent to the state auditor. A corrective plan and new procedures had been put in place moving forward for the findings. Miss Standley thanked Lianne White, Mary Reale and Ken Warren for their teamwork to make the audit as seamless as possible. Susan Onori informed the board all FTE documents were on file with the regional office as well, and thanked the team for a job well done.

The next order of business was the 2020 financial review. Jorge Puente-Duany reviewed the financial review statement and discussed the mid-year review with the board stating there were no findings other than an issue with the fund balance. The decline of the fund balance had been a result to school closures due to COVID and the loss of revenue from before/after care and summer camp programs in FY20. Discussion ensued regarding this matter.

There was no public input.

Meeting was adjourned at 6:19 p.m.

Attested to By:



Chris Johnson, Chairperson

5-10-21

Date

