

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 9, 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 , Heather Needelman and members of the Governing Board: Chris Johnson, Board Chair; Tom Sutterfield, Jennifer Weser, Lisa Carriegos Marie Chapman, and Imagine employees in attendance were: Susan Onori, Regional Director; Stephanie Standley, Principal; Lianne White, Dean of Students and Jorge Puente-Duany, Business Manager.

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

Stephanie Standley reported the meeting had been posted on the entrance/egress doors and on the Imagine-Chancellor website.

The first order of business was the approval of the minutes. Tom Sutterfield made a motion to approve the January 14, 2020 minutes. Jennifer Weser seconded the motion. The motion passed unanimously.

The next order business was the Principal update. Stephanie Standley informed the Board the recent Acceleration visit went amazing, explaining Susan Onori, South Florida Regional Director, EVP, Rod Sasse, the West Coast Regional Director and the Academic Director attended the visit. Miss Standley added that during the visit they visited classrooms and reviewed academic data. Miss Standley also stated Imagine-Chancellor hosted “Imagine That” and all South Florida Imagine Schools attended and the students presented their service learning projects, and all of the Imagine-Chancellor students would move forward to the next level and would compete against other Florida regions. Miss Standley informed the Board the 2020-2021 lottery had been held and very successful. She further explained 66 students were picked in the lottery for Kindergarten, because 46 students enrolling for the FY21 school year were siblings or employees children. Miss Standley stated the Hardening Grant cameras and card readers would be installed during Spring Break and the exit fire doors and the fire door in the NW hallway would need to be replaced, as they did not pass code. The total to replace all four doors would be \$6,935.00. Miss Standley distributed the quote and the fire inspection to the Board. A lengthy discussion ensued regarding this matter. Tom Sutterfield made a motion to approve DH Pace to replace the quoted fire doors in the amount of \$6,935.00. Jennifer Weser seconded the motion. The motion passed unanimously. Miss Standley informed the Board she had been sending home information on healthy habits regarding

the Coronavirus and would be meeting with the cleaning company to discuss the daily cleaning and disinfecting of the building. Miss Standley discussed the procedures and products Image Cleaning had been using. Chris Johnson requested to be informed after Miss Standley met with Image Cleaning. Miss Standley added the PTSA had purchased disinfecting wipes for each classroom, which would be distributed during the week. Miss Standley also stated that she would be sending and posting on the school website a letter to all bus riders, with information on the precautions A & S Transportation would be taking.

The next order of business was Temporary Emergency Impact Aid for Displaced Students. Stephanie Standley informed the Board she received a packet from the Palm Beach County School District to apply for reimbursement for any students who enrolled due to being displaced by Hurricane Matthew in the 18/19 school year. She explained only one student had enrolled and the packet had been filled out with the required information for reimbursement. Discussion ensued regarding this matter. Tom Sutterfield made a motion to approve the Temporary Emergency Impact Aid for Displaced Students. Jennifer Weser seconded the motion. The motion passed unanimously.

The next order of business was student capacity. Lianne White stated at the last Board meeting there had been discussion requesting the Board to increase the student capacity cap to 1050 students. Mrs. White explained for the February FTE student enrollment was 1047 and it did not impact class size or any specialty area classrooms, due to the amount of certified teachers on staff that pull out students in small groups for reading, math, science and social studies. Susan Onori informed the Board, to date, funding per student would increase by \$18.00, and capital outlay funding would increase and she recommended maintaining the budget at 1040 students. Tom Sutterfield expressed his concerns regarding the budgetary number, stating he would prefer to maintain the budget at 1035 students if possible, taking into account staff raises and first year teacher pay increase that was before legislation. Mr. Sutterfield suggested working on the budget over the summer when legislation finalizes funding for the FY21 school year. Mr. Sutterfield also suggested moving the funds over the budgeted FTE into a reserve fund until the end of the year. A lengthy discussion ensued regarding this matter. Discussion ensued as to what the approved enrollment cap had been approved for at a previous board meeting. Tom Sutterfield made a motion to leave the budget for the remainder of the FY20 school year at 1040 students, increase the student enrollment cap to 1050 students and place any funding over 1040 students into the reserve fund until the end of the year. Jennifer Weser seconded the motion. The motion passed unanimously.

The next order of business was the building update. Tom Sutterfield informed the Board meetings had been held with both Ford and Larson, regarding purchasing building. Mr. Sutterfield reviewed each proposal contract with the Board stating Jorge Puente-Duany reviewed the contracts and created a spreadsheet provided to the Board. A lengthy discussion ensued regarding this matter. Mr. Sutterfield requested a motion to move forward with the Ford & Associates, Inc. giving him authority to work with Julie Klahr to develop a contract with the Ford Company to a signable state. Jennifer Weser stated "so moved". The motion passed unanimously.

The next order of business was the Board Resolution. Heather Needelman, representative for Julie Klahr, Board Attorney stated the Board Resolution had been emailed to all the Board members. Discussion ensued regarding this matter. Jennifer Weser made a motion to accept the Resolution of the Board of Director of The Learning Excellence Foundation, of South Palm Beach, Inc. Lisa Carriegos seconded the motion. The motion passed unanimously.

The next order of business was the filing of fictitious name. Heather informed the Board this item would be filed in September 2020, as it would not be due until December 2020. Tom Sutterfield inquired if that included the fictitious name for the Boy Scouts as well. Heather Needelman replied only the Imagine Schools-Chancellor Campus filing would need to be filed in September.

The next order of business was the Form 990. Jorge Puente-Duany reviewed the Form 990 with Board stating he reviewed the numbers and Julie Klahr would need to review the language. Tom Sutterfield made a motion to approve the Form 990 pending the review of language by Board counsel. Jennifer Weser seconded the motion. The motion passed unanimously.


The next order of business was the finance update. Jorge Puente-Duany informed the Board the health insurance costs went up approximately 9.5%, which would impact the budget by approximately \$40,000.00 in the second half of the year. Discussion ensued regarding this matter. Mr. Puente-Duany reviewed the actual versus budget with the Board. A lengthy discussion ensued regarding the budget and increases.

There was no public input.

Meeting adjourned at 6:25 p.m.

The next Board meeting would be held on May 4, 2020 at 5:30 p.m.

Attested to By:

  
Chris Johnson, Chairperson

  
Date