

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

January 11, 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; Marva Wilks, Jennifer Weser, and Marie Chapman: Treasurer, and Elizabeth Stephan: Secretary. Imagine employees in attendance were: Susan Onori, Regional Director, Stephanie Standley; Principal, Michael Watts; Assistant Principal, Jorge Puente-Duany; Business Manager.

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 November 17, 2020 and December 8, 2020. Marva Wilks made a motion to approve the November 17, 2020 board minutes. Marie Chapman seconded the motion. Chris Johnson inquired as to whom was in favor of the motion. Marva Wilks, Marie Chapman, Jennifer Weser and Elizabeth Stephan, 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. Marva Wilks made a second motion to approve the December 8, 2020 board minutes. Jennifer Weser seconded the motion. Chris Johnson inquired as to whom was in favor of the motion. Marva Wilks, Marie Chapman, Jennifer Weser and Elizabeth Stephan, 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.

The next order of business was the Principal update. Stephanie Standley informed the Board the State performed the FTE attendance, ESOL and ESE audit on January 5, 2021 and the findings would be shared at the March meeting. Miss Standley informed the Board Brian Doyle and Tom Sutterfield had been working with the corporate office looking into updating the wireless access points including running CAT6 lines with E-Rate funds, which had already been applied for. Miss Standley stated with the increased amount of technology purchased with the CARES Act funds, when all the students return to campus the correct amount of bandwidth would be necessary for the laptops to function properly. Miss Standley informed the Board the latest return to brick and mortar survey would be sent out on January 19th with a return to school start date of February 2, 2020, which would

allow time to make the accommodations to meet the CDC guidelines. Miss Standley informed the Board the playground would be utilized for lunch and donated picnic tables would be placed to accommodate the social distancing requirements. Miss Standley informed the Board she anticipated student attendance would be that 65%-70% of students would be brick and mortar in February.

The next order of business was the FY20 District Review. Stephanie Standley presented and reviewed each indicator of the FY20 mid-year District Review findings with the Board. Miss Standley stated the district ESE contact had been working closely with Mr. Warren to correct the ESE findings in the review in order to obtain compliance.

The next order of business was ESE Annual Review Confirmation. Stephanie Standley informed the Board the FY21 Mid-Year Review would be conducted remotely; she reviewed the letter confirming the review would be completed by uploading the requested documentation to SIS, EdPlan/WebIQ portals. Miss Standley also discussed the Loss of Skill-Compensatory Determination form for the ESE students struggling academically with the distance learning. Discussion ensued regarding this matter. Jennifer Weser made a motion to approve the Charter School Renewal Program Review and submittal of the Attestation Letter. Elizabeth Stephan seconded the motion. Chris Johnson inquired as to whom was in favor of the motion. Marva Wilks, Marie Chapman, Jennifer Weser, Elizabeth Stephan, 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.

The next order of business was the High Quality Reading Curriculum. Stephanie Standley informed the Board over winter break notification had been received stating Imagine-Chancellor would receive additional funding through ESSER for High Quality Reading Curriculum for grades K-3 in the amount of \$9,518.55. Miss Standley explained an application and signature had to be submitted to receive the funds and it had been decided to purchase the following: for Kindergarten and First grades; fifty additional Foundations Magnetic Kits, for Second Grade; two full Foundations class and teacher kits, and for Third Grade; additional I-Ready books. Marva Wilks made a motion to ratify the submitted ESSER Curriculum expenditure and authorization to submit the form. Jennifer Weser seconded the motion. Chris Johnson inquired as to whom was in favor of the motion. Marva Wilks, Marie Chapman, Jennifer Weser, 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.

The next order of business was the GEER K-12 Civic Literacy Program. Miss Standley presented the GEER K-12 Civic Literacy Charter Election to Participate and Assurance stating Imagine-Chancellor would receive approximately \$1,200 to purchase literacy materials for the students. Discussion ensued regarding this matter. Marva Wilks made a motion to ratify the application and authorization to submit the GEER K-12 Grant. Jennifer Weser seconded the motion. Chris Johnson inquired as to whom was in favor of the motion. Marva Wilks, Marie Chapman, Jennifer Weser and Elizabeth Stephan, 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.

The next order of business was the facility update. Mary Salas informed the Board in November the sixth AC unit had been installed. Mrs. Salas informed the Board the AC permits from City Of Boynton Beach had yet been received and they should be completed within the month. A meeting with Biscayne Air, Complete Alarm, the Fire Marshall and the Building Inspector over spring break to inspect the new units and clear all the permits would be completed. Mrs. Salas discussed the removal of the playground by Safe for Play and the donation and placement of picnic tables in that area to accommodate CDC guidelines for lunches. Mrs. Salas informed the Board planters were built by the Eagle Scouts and placed in front of the school. Mrs. Salas reviewed the School Police Property Safety Survey and they stated the school property was safe, but the planters built by the Eagle Scouts should be placed between the columns. Mrs. Salas informed the Board, to date, the insurance company had not sent any documentation in regards to the damage to the turf on the retention field.

The next order of business was the financial update. Jorge Puente-Duany reviewed the balance sheet and the BVA with the Board. Discussion ensued regarding this matter. Mr. Puente-Duany informed the Board the budget had been based on 1040 students and the FTE funding received would be based on the 1046 students enrolled.

The next order was business was the Annual Report. Julie Klahr discussed the renewal of the annual report. Currently the Governing Board positions are as follows: Chris Johnson; Board Chair, Tom Sutterfield: Vice-Chair, Elizabeth Stephan; Secretary and Marie Chapman; Treasurer. Discussion ensued regarding this matter. Jennifer Weser made a motion to maintain the Governing Board positions as is, to authorize the payment and submission of the Annual Report. Marie Chapman seconded the motion. Chris Johnson inquired as to whom was in favor of the motion. Marva Wilks, Marie Chapman, Jennifer Weser and Elizabeth Stephan, 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.

There was no public input.

Meeting was adjourned at 6:04 p.m.

Attested to By:



Chris Johnson, Chairperson

3-8-21

Date

