

BOARD MEETING AGENDA

DATE: **February 8, 2023**

TIME: 7:00 pm

Roll call taken by Patricia Lightner (x)

Michelle Kramoski (x), Tamala Wright (x), Edward Lacey (x), Amanda Carrion (x), Wes Comer(x) Tom Archambault (), Angela Hauke (representing the community) (x) Public attendees (x) Becky Stover

Quorum Established: (x)

BOARD MEETING MINUTES: Review and approve previous board meeting minutes of **October 13, 2022** . Reviewed, discussed and approved.

I. Administration

Staffing Report and Update

- Dr. Lightner provides update on staffing and is very pleased with the new hires, and states that the addition of a virtual math tutor via Proximity Learning from 9-12 in the math lab on M-W-F is really working out well with interventional math in the Ascend Lab.
- We also have virtual options for Language arts with Edmentum Academy for those students in need of additional interventions.
- We continue to post for additional math, reading, language arts certified, as well as therapists, social worker and behavior specialists.
- We are aggressively looking for assistant dean, academic specialist/testing coordinator positions.
- We continue to search for ways to work with third party vendors for our staffing needs.

Out of Field and Highly Qualified Report

- *The report remains the same. One teacher, Ms. Maragh, is out of field for ESOL and is on a plan; our ESE staffing specialist, Ms. Arndt has been identified as out of field for Gifted for the upcoming SY and she is on a plan.*
- Out of Field Report reviewed and approved by board.

II. Finance

Budgets –The starting budget for 2022.2023 has been adjusted in November and February due to lower enrollment than planned. All budgets, line items and percentages for target goals have been reviewed, discussed and board approved. FTE enrollment for Feb survey is in process. Dr. Lightner expects a slight increase from October FTE.

Monthly Financials – Ms. Carrion reviewed the monthly Financials through December 31, 2022 reviewed, discussed and approved unanimously by the board.

Annual Audit- The annual audit 2022.2023 was completed and submitted by our Auditor on Oct 21, 2022. A final copy was sent to all board members and posted to our website. The audit was successful with no findings. Ms. Carrion addressed key points of the report and pointed out our net position change and the new area of standard lease liability. Board reviewed, discussed and board approved annual audit 2022.2023 unanimously.

Inspections

Fire and Health

Dr. Wright explained that the school is in compliance with a successful Fire Inspection, Food inspection, Facility inspection, and recent health inspection.

New Inspection required by end of SY, it is called Public Safety Agency Tour. The Fire Department and the Police Department must do an inspection together at the same time and use the FSAAT tool provided by the FLDOE for School safety. Dr. Wright and Dr. Lightner will lead this effort.

III. Old Business

Technology Update- The ECF Chromebooks are in the process of identification for processing and school delivery. These chrome books will be assigned directly to students for home use. The software provides a tracking system and can be controlled by google environment. School wide technology procedure discussed to include take home devices and safety monitoring options. Lanschool monitors school issued devices when not on school network as well with our portal restrictions.

Lanschool Air is currently used in house and we have been working very hard to maximize its usage for student engagement and accountability for learning time. We have increased our technology in house support to full time and this has helped with all the innovative solutions and interventions offered. The hard work with our technology has had “ a huge impact on our students and is very innovative” – board stated.

Winter Break Math Camp- Winter break camp was offered and many students attended in house and others virtually. Math and Reading tutoring and instruction was offered.

After school program is still in full operation. Students stay for in person and remote instruction, and have time in the Plato lab. Teachers and staff have a schedule and assist in this area. Students go to the Art Club at YAP directly after tutoring.

Virtual tutoring via Proximity from 9-12 in the Math Ascend Lab has proven to be very successful, and it provides student with immediate resolution to any road blocks reached while working their prescribed math learning pathways. We would like to continue this option next year.

Edmentum/Plato has been very flexible with our program changes and offers alternative solutions when we need them to reach and teach all students.

Ascend Math and Mindplay Reading participation and growth is higher this year than last, and Dr. Lightner credits that success with the school wide approach to both with

PBIS rewards, parent contact and support and four benchmarks offered. The students do it as routine and daily expectations. We really appreciate the support from the Mindplay and Ascend provider. They work directly with us and provide constant feedback to assist us with data reviews.

IV. Ongoing Business

Mental Health update- We are in need of more therapists, mentors and counselors. The approved vendors in the area are all overbooked and we need to find alternative options.

-Partnerships with approved vendors to provide more student mental health support is needed, as well as more community support from these type of partnerships.

-Plan for Youth Mental Health First Aid Training (YMHFA) - All staff identified by their job code (provided by FLDOE) must be trained in YMHFA by July 1, 2023. It is expected that at least 90% of staff identified by their job codes are trained and new staff trained as hired. The District offers full day training, but our staff is small and we can not afford to have significant amount of staff out on one day, so Dr. Lightner has found a Hybrid option where there is 2 hours of independent work followed by 4 hours of live instruction as a team. The company selected is Klear Health and Safety Solutions, LLC and the live instruction will be March 1 and March 8 after school.

Title 1 Compliance and uploads- The documents provided for the Title 1 Audit have been uploaded with one more upload by end of year. We are in compliance expect no issues in this area.

Testing Report- State mandates and in house progress monitoring.

State mandated progress monitoring round two started in January 2022. All efforts are in place to get maximum participation. There was some software issues with the testing software and our chrome book environment, but we were able to resolve it using Microsoft laptops. The situation has been rectified.

Progress monitoring in house has four set dates throughout the year. These benchmarks are to provide additional in house data for student progress. We do Ascend Math hard benchmarks throughout the year, along with the built in progress monitoring, we do four Mindplay benchmarks throughout the year with progress monitoring as well. All data is compiled and discussed with staff for adjust student interventions, remediations and plans.

Building Revitalization and Remaining Issues- We are currently soliciting bids for fencing in the back and around the back entrance. We would like to also replace temporary fence out front with a permanent structure, but this will take landlord approval. We also think the landlord should assist with the payment of such.

Roof leak areas remain an issue, and leaks via the front areas as well. We keep the area clean and replace tiles when needed.

Enrollment, Events, Marketing and Recruitment- Dr. Lightner states that more help is needed in this area, and if the board would consider some outside vendors or full time marketing company to assist. The massive amount of work required to do this effectively in today's competitive school choice arena is proving to be very complex. Since the pandemic, students have chosen many stay at home options or various private school options- all of which compete with our base.

AC units remain an issue. The board has advised Dr. Lightner to investigate AC options for school

V. New Business

Wellness Policy for the YAP Program/Community Center

- Staffing needs- In order to achieve its mission, the Wellness program would like to hire a full time RN or PA to help students and their parents with basic health services. This person could provide outreach to the students, their family and the community by organizing health events, health awareness to the underserved, at risk population.

Additional staff members are needed at the Community Center to offer more services.

-Volunteer needed for events, and it has been difficult to get them.

-program discussion about how to effectively grow the participation and the offerings at the Community Center.

Florida Statutes and Rule 6A-10018; Florida Administrative Code – Policy and Procedure Charter School Compliance with School Safety- Discussion and input. The report was shared with the board, discussion and input offered. The document was approved by board vote, unanimously. This policy and the approval is due to the District by March 15, 2023.

(The purpose of this policy is to establish and document compliance with the Rules and Florida Statutes established for school safety. The policy outlines requirements related to school safety, reporting, and training).

School safe plan – update, review and discussion- approval. Include reunification plan options for student and parent communication.

Safety Visits by Office of Safe Schools- The office of safe school will be making surprise visits to schools in Orange County. We are prepared and welcome the visit. It is important to note that we retained the coverage of OCSO Off Duty for this school year, as the service from the Security Company has been discontinued due to non compliance and broken promises.

Educational Consultant Discussion for School improvement -We are in need of professional assistance that can be offered by third party vendors such as

tutoring, summer school options, staffing, HR, marketing, leadership, recruitment. The board has asked Dr. Lightner to reach out to charter advisers and see what services are offered and can be considered for our unique business operations. We are a small school, but with all the compliance responsibilities and demands, it appears we could use some assistance to maybe streamline or consult out some of the major business or corporate functions. Dr. Lightner is to research, reach out and report back at next board meeting.

Lease renewal options- The lease expires Dec 2023 and we have started negotiations.

More third party contractors are needed to provide daily, temporary and classified staff for upcoming school year. Finding staff and dealing with the high rate of turnover each year has proven to be a full -time function and assistance is needed.

VI. **Public Statement**

Vote to Adjourn.