



Name of Board: Innovations Middle Charter School/IMS Charter School  
2768 North Hiawassee Rd, Orlando, FL 33218

Board Meeting: June 8, 2018

- I. Roll Call: Dr. Wright (p), S. Blanton (p), E. Lacey (a), W. Comer (p); Dr. Lightner (p)
- II. Approval of Prior Minutes: April 18, 2018
- III. **Administration Report**
  - a. On Site Administrator/Director Reports. Report by Dr. Lightner, as Mr. Jones is out on Leave. The year ended without any major incidents. Year End activities were successful, including graduation, dance and auction.
  - b. FSA, EOC and other state testing completed, and the administration looks forward to the new SIR ratings. Data has been input in the Accountability Database to reflect enrollment changes prior to Testing window as per state statute.
  - c. ESE Report and Compliance. Discussion regarding ESE support and specialist contract for upcoming school year.
  - d. Staffing needs discussion. Intent letters have been returned from staff regarding upcoming school year. The school needs to hire 1 math, 1 reading/language arts, 2 language Arts, additional ese and lab teachers/assistants.
  - e. Research and Discussion for Vendors and Subcontractors to provide staffing services, to include certified and professional staffing
- IV. **Finance Report**
  - a. Monthly Financials reviewed, discussed and approved.
  - b. Year end Independent Audit preparation and discussion for year end preparations.
  - c. Title II submitted- payment expected soon.



- d. Title I Program- We are on track to be reimbursed all awarded funds.
- e. New Year 2019-2020 Operating Budget discussed, reviewed and approved.

**V. New Business**

- a. New Partnership search for Academic/Professional companies to assist with the student instruction to include tutors, lab assistants, before and after school instruction. Additional resources will be needed as per the Mental Health Initiative and Allocation Plan SB 7026 School Safety Act.
- b. District monthly payments have been adjusted to reflect average FTE and last of the school year payments are expected to be reconciled by June 30 2018.
- c. District Visit to school from Dr. Kia Scott, Charter School Office was successful, and we appreciate the support from the charter school support office.
- d. Search for additional new Board Members discussion. The Board would like to add a board member, discussion towards securing a possible candidate who would be interested in serving.
- e. Lunch Program reports that IMS may be on the list of School Admin Review Site Visits for next year. GA Foods has been notified, and YFP personnel will assist in preparation.
- f. Dr. Lightner is working on the Safe School Assessment Tool FSSAT as per Senate Bill Mandates. She reports that it is in progress, and has contacted experts for input and is scheduled to meet state deadline.

**VI. Ongoing Business**

- a. Lease Renewal. The Lease for the school expires in December 2018. Dr. Lightner reports that she has contacted the landlord and outlined the terms that need to be negotiated, she has shared that letter with Board. She is waiting for response and has a plan to speak to him in person in end of June.

In addition, the board was presented with specs and plan to rent an additional space in the plaza to be used as a secured/isolated parent/visitor entry point. This would increase school safety and customer service. Dr. Lightner reports there is a space available one unit over, but it needs total remodel. She will put together a proposal



and timeline for operation.

Board also asked her to seek help from a realtor regarding new locations.

b. Facility Update: The school needs deep cleaning and some fresh paint, new carpet, new front entrance furniture, new student desks, some wall repairs, and new carpeting /flooring in areas that were not redone two years ago. Cafeteria Floor needs repaired. Inside doors and Inside walls need repaired.

c. Partnership Discussion for upcoming school year to increase community awareness and partnerships for social and civic responsibilities.

d. Recruitment of qualified staff for upcoming school year and discussion of Retention of highly qualified staff.

e. Marketing and Recruitment Plan for new student enrollment. The team looked at Enrollhand/Movinghand for data review for effectiveness.

VII. Public Statement: None

Adjournment: Approval of next Meeting Date/ Close of Meeting

Approved 9.15.2018 *SB*