

**BOARD MEETING AGENDA/MINUTES**

DATE: July 25, 2020                      TIME: 1:00

Place: School/Parent Center  
2768 N. Hiwassee Rd, Orlando FL 32818

Roll call taken by Patricia Lightner (p)

Michelle Kramoski (ph), Tamala Wright (ph), Denice Regino (ph), Edward Lacey (ph), Amanda Carrion (p), Wes Comer(ph), Tommy Archambault (ph)

Quorum Established: (X) Phone Conference

BOARD MEETING MINUTES: Review and approve previous board meeting minutes of March 24, 2020. All approved, vote yes.

**I.        Administration**

*Staffing Report and Update*

Intent letters sent out, on April 20, 2020. All of our 2019/2020 certified salaried staff are secured and returning to Innovations Charter School. Currently we have 13 certified staff, 2 virtual staff

*Out of Field and Highly Qualified Report*

*Out of Field Report-* Due to Innovations Title 1 Status, we do not have any teachers out of field in any subject areas, and those considered temporarily out of field due to ESOL mandates, are in progress of endorsements and/or in--service required. Our teachers are Highly Qualified.

Out of Field Report discussed, reviewed, and approved for upcoming school year. All vote yes.

Virtual Learning Report- Virtual Part Time Teacher/Tutors were used last year in Math, Reading, ESE and ESOL support. Access to these Teacher/Tutors after school hours, nights and weekends has increased student participation and learning.

**II.       Finance**

*Budget*

Operating Budget for SY 2020-2021 reviewed, discussed and motioned for approval. All vote yes.

Our enrollment for the operating budget is 213 and we expect to meet that goal.

*Monthly Financials*

Financials were reviewed, discussed and approved through 6/30/2020. All vote yes.

## Contractor Reviews

All contracts and or services were discussed, reviewed and approved where appropriate. All voted yes for renewal.

These contracts include Technology monitoring, Cleaning and Janitorial service, Storage, Office Space, Community Service, Mentoring, Teletherapy, Temporary Temp Services, Security, Fire Safety, Alarm System, Tutoring services, Human Resources and Payroll, Insurances, Facility and Contractors.

### *Covid specific funding*

Due to the migration to distance learning options, and the adjustments of the schools' educational model for covid flexibility for student participation, Dr. Lightner advises the board that there are many COVID specific funding opportunities in the pipeline and that the *Continuity Plan* for the school must include flexible, distant, in person and hybrid operating models. The opportunities have quick deadline turn-around and the funding usages are very limited.

Dr. Lightner mentions that an application for the **CARES ACT** grant has been submitted and should be about \$59,000.00 This is a reimbursable grant used for COVID specific needs and interventions in the school environment, the costs for adapting and executing distant learning online options and for health and safety of the school, its environment and the staff. There is talk of other grants becoming available and she will continue to search, apply and follow up.

Dr. Lightner submitted for another grant sponsored by the School Choice Office at FLDOE, **CSP Remote Learning and Access due to Covid-19 Grant** on 7/17/2020 in the amount of \$250,000.00 . She does not expect to receive that amount but is hopeful for a large award to include funds for technology devices (teacher laptops, student chromebooks) connectivity devices (hotspots), software for benchmark testing (remote or inhouse), interventional software for reading, math and writing, consumables, and differentiated curriculum.

### **III. Old Business**

#### *Covid specific Compliance*

The FLDOE and The District requires a school reopening plan for the upcoming school year, this plan must provide continuity of instruction. The plan if approved, does assist with an FTE guarantee provided certain criterion including benchmark testing and progress monitoring are evident.

#### *Food Program*

The food program is ready for the upcoming school year, and the schools' administration is focusing on finding creative ways to feed the students who do not regularly attend school. The discussion includes bagged take home meals, sending baskets to families, and "dinners to go" Saturdays (in addition to the daily breakfast/lunch program).

*Youth Action Project Student Total Wellness Grant* discussion of purpose, goals, and award amount. The grant is being considered to create a usable space for alternative student opportunities after school and weekends. The award amount mentioned was \$60,000.00 for the 2020-2021 SY. However, this was not voted on for approval as the board needs to see a grant proposal. Dr. Lightner will take the board's advice and write a clear grant proposal that incorporates the purpose to present at the next board meeting.

#### *Fire Tablets*

We have started to purchase Fire Tablets for beta trial and are testing them for the Google Environment. It is suggested that we continue to seek and purchase these tablets for use in the upcoming school year. This option provides a functional, flexible, portable and user-friendly option for our students to use. These devices as well as laptops and chrome books are hard to obtain due to manufacturing shortages during this pandemic time.

*Chromebooks and Laptops* are needed for more durability, connectivity and expandability for our distant learning optioned students. At this point in time, there is a manufactured supply shortage and manufacturers have stated that they are all on back order with estimated deliveries at end of year/beginning of next year. The search continues for technology options for our students to use at home.

#### *Summer School Camps*

Innovations offered a school summer extension virtual camp in which the google classroom and the Plato coursework deadline was extended in hopes of providing students more opportunity to finish their coursework and achieve in their learning plans. We had over 90 students request extensions and participate in the summer extension virtual camp. We will continue to provide camps throughout this SY.

#### IV. **Ongoing Business**

##### *Covid 19 Discuss, Review and Information share*

Due to EOC and FSA cancellation, it appears that the school year 2019-2020 will not generate a school grade via the Accountability Model of the FLDOE.

Google Classroom Environment is functional, with Zoom, Plato, google phone numbers and the staff and students report favorably toward the platform. There is more training needed as we set up for the upcoming school year to maximize the features available for staff to use to reach and teach students. The Goal is to have a seamless curriculum where whether a

student is in school or at home on virtual school, they are all moving in the same focused direction to prevent learning loss and secure flexibility.

#### Online Software Learning Options

During the last quarter, the school beta tested Ascend Math, Mindplay Reading and Mi Writes. We would like to move forward with these three software products for remediation and intervention in Math, Reading and Writing for the upcoming school year.

Plato/Edmentum will remain the curriculum of choice for the upcoming school year. The integration of in person to distant instruction via google classroom with this curriculum provides a seamless option of instruction for all of our students whether in person or distant for flexibility toward success.

#### *Improvements to Building for Health and Safety*

Daily Janitorial service has been added during school hours, and additional contracting for off hours for deep cleans, and enviro-shield applications.

Innovations 10 Year Refresh is still ongoing as we continue our goal to provide clutter free, social distancing options for our students and staff with systematic removal and replacement of outdated equipment, books, and technology.

#### *Title 1 Uploads and Crate compliance*

Innovations complies with Title 1 and has exhausted all funds for the 2019-2020 school year.

The amount of funds for the upcoming 2020-2021 school year is \$236,113.86.

#### *Student Enrollment, Recruitment*

Since we are not able to do our traditional grass roots marketing or attend events this summer, we have a new TV commercial made that is being aired on COX media and social media. We refreshed our EDD art and have increased the amount of direct mailers that are going out. We have also contracted radio and streaming advertisements. We feel that this is the responsible route to take. We are still having our back to school bash giveaway, but it will be a drive through experience with live social media participants.

Enrollhand Inc partnership has provided many new leads for student enrollment, via social marketing.

*Community Partnerships for student enrollment and student services include Youth Action Project, Crowns and Cupcakes, Chrysalis Health, IHope Mentoring.*

The FTE official average membership for the 2019-2020 SY was 219.

*Mental Health Plan*

Mental Health Plan review, discussed and approved. All vote, yes.

**V. New Business**

The FLDOE and The District requires a **school reopening plan** for the upcoming school year, this plan must provide continuity of instruction. The plan if accepted does assist with an FTE guarantee provided certain criterion including benchmark testing and progress monitoring are evident. This plan was submitted on 7/23/2020. If approved, our school should expect to receive a guaranteed FTE monthly payment based on the 2019/2020 FTE membership count of 219 students for this upcoming school year.

**VI. Public Statement/Adjournment**

None.