

BOARD MEETING AGENDA/MINUTES

DATE: **October 2, 2021**

TIME: 10:00 am

Roll call taken by Patricia Lightner, Executive Director, Parent Liaison (X)

Michelle Kramoski (), Tamala Wright (x), Denice Regino (X), Edward Lacey (X),
Amanda Carrion (x), Wes Comer(x) Tom Archambault (x)

Quorum Established: (X)

BOARD MEETING MINUTES: Review and approve previous board meeting minutes of **March 20, 2021**. Board votes to approve minutes.

I. Administration

Staffing Report and Update

Majority of certified staff have returned from prior year. New Social Studies teacher hired. Supplemental interventional and remedial positions in reading and math advertised and needed.

Vendor contracted staff for classified and hourly positions available.

New position added this year: Assistant to the Executive Director

Out of Field and Highly Qualified Report

All teachers must be highly qualified due to Title 1 compliance. The following teachers have out of field in ESOL/E letters dated 10/28/2021 Shaun Kunz, Phyllis Maragh, Raiza Agosto Delgado, and Sharilee Encke.

Other teachers working on ESOL compliance are A. Rasheed, R. Slaughter, L. Osuna and R. Orsini.

Board votes to approve out of field report and ESOL compliance update.

401K implementation 2021-2022 School Year

In an effort to secure and retain our staff year by year, Innovations has implemented a 401K retirement with Innovations matching 4%. We are very excited to offer this program to our staff.

II. Finance

Monthly Financials

Financials presented and approved through Aug 2021.

Operating Budget

Operating Budget reviewed and approved. The Total government funds were based on 200 students as per last years' enrollment guarantee from state. The Title 1 amount awarded this school year is significantly less than prior school year. The award amount it was determined based on April 2021 student verification count.

Surplus funds will be used for this years' operating budget.

Annual Audit

The annual audit is not ready yet. It should be sent to Dr. Lightner and Ms. Carrion tomorrow, 10/5/2021. Both stated the audit appears to be doing well, and they do not anticipate any issues. The Board decided to vote to approve audit provided there are no findings. If there are any findings, a board meeting will need to be posted and scheduled for immediate review. Actual finalized audit will be reviewed and voted next Board meeting.

Grants Update

Cares Act, ESSER update: Application in process

ERTC pending approval for 2020, and payments for 2021 have commenced.

Financial and Fiscal responsibility

The Board discussed the school surplus funds and how to more effectively protect those funds for student and school centered long term viability. The Board is concerned with the amount of the surplus and discussed viable options. The Board directed the Executive Director to consult with attorneys and nonprofit experts and be prepared to report options for further discussion at next board meeting. The goal is to protect the longevity of service for students from the school and surrounding community via school foundation, nonprofit partnerships for student and school service while providing liquidity and service options.

Fire and Health Inspections

Health inspection for Food service successful.

Fire inspection scheduled for October.

Continuity Plan for school services

The Continuity Plan is due on October 8, 2021 and Dr. Lightner shared the details of that plan and its goal is to service children 24/7 with direct instruction, live videos, recorded videos, in house curriculum and assignments accessible on line all day, every day. The Continuity Plan is our school plan for going above and beyond what is expected in traditional education by offering streamlined services and education to students available 24 hours a day, 7 days a week. The plan offers after hour direct and online instruction, Saturday instruction and virtual instruction after hours during the school week via Google Classroom participation.

III. Old Business

Technology Update-

Google Classroom Integration

All instruction in the school is available via live and recorded lessons posted to Google Classroom. This is part of the Continuity Plan for student success. Whether a student is absent or unable to attend due to sickness or CDC recommendations, that student can keep up with the planned curriculum, lessons and deadlines. All instruction is available and all lessons available in house via direct instruction as well as google classroom via live and recorded lessons.

The school has decided to embrace google classroom and implement chrome books for instruction, the large desktops will be phased out as they are not compatible and transportable.

All subjects of core curriculum follow the Edmentum/Plato 18 week curriculum for weekly lessons and pacing. This provides a flexible and real time environment for teachers, classes and students. Recorded lessons are uploaded on a regular basis and students are encouraged to attend school as well as use those recordings and posted lessons for reinforcement of lessons.

Google Chromebooks have been secured and the massive move to chrome books and google platform from Microsoft has been initiated.

School is on a Microsoft platform and chrome books are on a google platform, so the transfer of platforms is necessary with a technology plan and a timeline for migration has been discussed.

Summer Enrichment Sessions

There were two summer enrichment sessions- one in June and on in July. Many students participated.

After hour virtual math tutoring Mondays and Thursdays; After school tutoring is Tuesdays and Thursdays at the school. Virtual options available.

IV. Ongoing Business

Title 1 Uploads and Crate compliance

Dr. Lightner states that Title 1 is in a state of compliance

Mental Health Plan

Mental Health Plan was reviewed and discussed. The board voted and approved it.

We are looking for more mental health professionals to service our children and we are seeking more partnerships for referrals.

In house ABA Therapist search, additional school social worker/ counselor to visit homes and connect with the community needed to increase student participation as well as assist with student mental health needs.

Threat Assessment Meetings TAT

We have a TAT each month and on demand when needed due to circumstance.

School Safe Plan – Reviewed, shared and updated as it is a *live* document.

Active Assailant Response Plan- Selection Option. The school utilizes the OCPS Active Assailant Response Plan and Emergency Procedures as outlined in MY-EOP mobile application and online for employees.

Board voted and approved both plans and understands that updates and training regarding both are continuous.

Building Issues

Landlord non-responsive with AC issues, and/or front exterior of building.

Facility needs updates, including the bathrooms, kitchen and electric outlets.

New doors and new locked security needed for hardening.

IV. New Business

Youth Action Project (YAP) Student Wellness Grant

Grant discussion and reflection of last years' goals and outcomes. The Board reviewed the activities and outcomes of the 2020-2021 partnership and grant.

Board discussed and voted to continue the 2021-2022 grant and partnership and recognizes that the award may need to be increased as participation increases.

Change in upcoming State Testing platform

The Board discussed the last 10 years of school grades/ratings and the challenges that present our school and its student population with showing gains with our at risk population and yearly standardized testing. Majority of our students have been retained prior to enrolling, are at least two years behind in reading/math compared to their grade level peers, and we focus on dropout prevention and recovery.

We conduct regular progress monitoring at the school level both formally and informally with Mind Play Reading, Ascend Math and Mi Writes. The biggest issue we face with student learning is student/family mobility, Covid remaining a valid issue, parents wanting more flexible options that include remote, and students not attending on a regular basis. All efforts to contact, communicate and hold students and parents accountable to student attendance and participation are paramount.

After discussion of progress monitoring and student accountability, the Board decided and approve an additional administrative position for Testing compliance.

The Board is concerned with the next stages and consequences to our students learning due to the longevity of and the continuation of the Covid affecting our parents, students and community and hence the learning continuum.

V. Public Statement

None.

Minutes approved
Feb 2 2022 PL