

Inlet Grove Community High School, Inc.
Governing Board Meeting
Annual Retreat FY2018 at The Palm Beach Marriott
Tuesday, August 21, 2018 WILL RESUME ON Tuesday September 25, 2018

Agenda

I. Call to Order: 12:05 pm

II. Determination of Quorum:

<u>Members</u>	<u>Staff</u>	<u>Guests</u>
Charles W. Woodward, Chair	Emma Banks, CEO/President	
Craig Kahle, Member	Annette Gardner, Accountant	
Dr. Barbara Shuler, Member	Lyn Bryant, Administrative Assistant	
Debra Mittleman, Member	Cassandra Santos, Administrative Assistant	
Julius Wynn, Member		

III. Officers & Member Reports & Discussions

- a. Officer Reports: None
- b. Board Member Reports: CK discussed the 2018 Financial Statement. Major issue on page 3 of the balance sheet regarding FRS Obligations. EB stated that we are an "A" school. EB stated that Mr. Brown is no longer with Inlet and went over program & Dr. Brown re: payments. CK stated that an issue re: funds can have a negative impact. DB asked what type of certificate the Adult Education students receives. CK asked AG if the night class was producing positive cash? AG stated yes, every month. EB stated that now, Inlet Grove is on the right track with collecting monies.
- c. JW asked if we let go of the IB Program? EB stated that yes, the program was too expensive to run. JW gave examples of how great the IB Program can be and how students can benefit from it. EB asked the Board to come up with different programs for the school to expand.

IV. Administrative Reports & Discussions

- a. Annual Reports by Dr. Banks: Accomplishments by Inlet Grove. We received the Volunteer Award from the State. We are also working on our STEM Accreditation. She asked the Board to refer to the handout for a complete list of accomplishments. EB and CW met with Dr. Fennoy and stated he promised a new school within 3 years.
- b. Accountant's Report: AG presented the Professional Agreement Contracts for Hunter and Simmons and Mark Escoffrey, P.A. to vote on. CK approved both contracts.
 - i. End of Year Report: AG presented the FY18 Year End Financials.

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- V. Policies: no discussion**
- a. Length of School Administrative/Instructional Staff Contracts
 - b. Policy Prohibiting Discrimination and Harassment
 - c. Medical Examinations During District Employment
 - d. Self-Reporting of Arrests and Convictions by School District Employees
 - e. Resignation and Termination of Employment
 - f. Possession of Firearm by a School District Employee/Contractor/Visitor on School District Property
 - g. Whistleblower Protection Policy
 - h. Acceptable Use of Technology by Employees
 - i. Performance Assessment of Personnel
 - j. Conditions of Employment with the District
 - k. Equal Employment Opportunity Policy
 - l. ADA/ADAAA Employment Rights and Accommodations
- VI. Action Items (Discussion & Approval)**
- a. Review and Updates to:
 - i. Benefits Summary
 - ii. Bylaws: no discussion
 - iii. Charter Contract: no discussion
 - iv. Faculty Handbook
 - v. Grievance Handbook
 - vi. Pupil Progression Plan
 - vii. Student Code of Conduct
 - viii. Substitute Teacher Handbook
 - ix. Provide Updated Board Contact Information
 - x. Conflict of Interest
 - xi. Mental Health Plan
 - xii. Safety Plan
- VII. Personnel**
- a. Sick Time Accumulations