



Inlet Grove Community High School, Inc. Governing Board Meeting

MINUTES

Tuesday, June 18, 2019

- I. Call to Order: 11:10 am
- II. Determination of Quorum:

Members

Dr. Charles W. Woodard, Chair
Dr. Barbara Shuler, Vice Chair **Conference Line**
Craig Kahle, Treasurer
Debra Mittleman, SAC President/Board Secretary
Julius Wynn, Parent Liaison

Staff

Dr. Emma Banks, CEO/President
Annette Gardner, CFO
Olga Herrera, Administrative Assistant

- III. Officers and Board Members Report and Discussions

- a. Office Reports –

- i. The Keiser University has established a Rising Scholars Program, this program is created for seniors with the choice of 5 classes and the opportunity of taking one free class during the summer. Classes start on July 1st and it has a limited number of seats. .
- ii. The resignation of Craig Kahle as Treasurer to the board was submitted today June 18, 2019.

- IV. Administrative Reports and Discussions

- a. CEO/President's Report presented by Dr. Emma Banks. IGCHS has 732 students enrolled.

- i. The schools has the following instructional opening positions: Social Studies, Math, Reading, and English.
 - ii. The ingenuity program scheduled for the summer, has 15 students registered.
 - iii. The administrators are currently interviewing students and guardians for the Skipper Program.
 - iv. Summer assessment window begins July 15 and finishes on July 25, 2018. Any of our students who desire to makeup or retake an EOC exam have the opportunity to attend.
- b. Financial Report presented by Annette Gardner. We have the official resignation letter from Bill Hunter (CPA). His contract expires August 1, 2019.
 - i. The DOE has not released the estimated revenue worksheet for FY2020. At this moment, the District does not have a defined answer on how the "Best and The Brightest Program" funds will be distributed.
 - ii. Annual audit contract was distributed to the board members for approval

- V. **Old business**

- a. Arnold Law Firm – The attorney is working on charter school contract, the contract will be sent to the Board Members as soon is finalized.
- b. Inlet Grove Mission Statement – IGCHS Mission Statement was distributed to the board members
- c. MTMH Gala event for 2019 made a profit of \$30k additional to the students scholarship
- d. Audit Report – We need to collect additional documentation to send to the District, once the packet is ready the board members will get a copy for approval.
- e. Resolution Letter – A resolution letter was presented to the board members to approve the disassociation of credit cards use for charter school purposes from the personal credit of Dr. Emma Banks.

- VI. **New Business**

- a. Board Retreat – The District requires a minimum of three (3) board members. FY 2019 – 2020 Governing Board Meeting Retreat will take place in August date TBD.



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- b. New Policies – Any new policies will be numbered and presented to the board members for review. During registration for the FY 2019 -2020, it will be a onetime charge of \$25 that will include a shirt, student handbook, and an ID.
- c. New Students: IGCHS has currently 209 new students enrolled
- d. By-Laws Update – A copy of the by-laws was distributed to the board member for their revision and discussion during the annual board meeting.
- e. New Parent Liaison - During open house the Parent Liaison position will be announced
- f. New Board Members – New board members resumes will be reviewed by the board for voting
- g. New CPA – Board members will review all bids and vote for a new CPA.
- h. New Forms – The board members have a copy of the Dual Enrollment and Early Admission forms for revision and approval
- i. Transportation fee – The board members must establish a traveling policy.
- j. CEO's contract expires on June 30, 2019. A copy of the old contract was presented to the chairman for his revision.

VII. Public Comment on Non-Agenda Items: Nothing at this moment.

VIII. Next Governing Board Meeting Date – June 26th 11:00 pm

Closing statement from Dr. Banks: Dr. Banks thanks the board members for a good year and hard work. My goal for FY 2019 -2020 is to be an A+ school. Any accusations made against IGCHS regarding missing money (\$350k) have been cleared by the District and concluded: Is NOT true. The accusations of having a funeral on campus have been cleared by the District and concluded: Is NOT true. The District cleared IGCHS of all these accusations.

The following visitors/guest for today's meeting arrived at 12:00 pm Mr. R. Henry Di Giacinto and Principal Mr. Simms from Bright Futures Academy (see business card attached).

Mr. R. Henry Di Giacinto (CEO) of Bright Futures Academy was assigned by Bright Futures Academy Board Members to enhance the student's enrollment and programs. Student enrollment went from 700 to 200 students the goal is to increase enrollment up to 900 students. Bright Futures Academy has no busses and we would like IGCHS to support and assist with this aspect.

Mr. Simms (Principal) my goal is to build partnerships and improve education in Bright Futures Academy. Parents in our community are looking for more options. We will implement new programs and utilize all possible resources to make our community greater.

Motion #1: The board members voted to renew Dr. Emma Banks' contract with no changes to the contract and, to remain the same salary of \$145,730.70. If the state approves any bonuses or additional money, the CEO will be allowed to obtain these monies. **Vote unanimous**

Motion #2: The governing Board Members voted to approve Annual Audit Contract with Mark Escoffery, P.A. **Vote Unanimous.**

Motion #3: The Board Members voted to approve the resolution letter. **Vote Unanimous**

Meeting Adjourn: 12:42

Dr. Charles W. Woodard
Chairman

June 25, 2019

Date