

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE
LEARNING EXCELLENCE FOUNDATION OF SOUTH PALM BEACH, INC.
D/B/A
IMAGINE SCHOOLS – CHANCELLOR CAMPUS

June 10, 2019
5:30 p.m.

The meeting of the Board of Directors (the “Board”) of the Learning Excellence Foundation of South Palm Beach, Inc. (the “Foundation”) d/b/a Imagine Schools-Chancellor Campus (the “School”) was held at 3333 High Ridge Road, Boynton Beach, Florida. In attendance were: board attorney , Julie Klahr and members of the Governing Board: Chris Johnson, Board Chair; Tom Sutterfield, Jennifer Weser, Marie Chapman, and Imagine employees in attendance were: Rod Sasse, Executive Vice-President; Susan Onori, Principal; Lindsey Kenefick, Assistant Principal; Jorge Puente-Duany, Business Manager and Mary Salas, Building Manager and Brian Doyle, IT.

Chris Johnson called the meeting to order at 5:32 p.m.

Chris Johnson asked if the meeting had been properly noticed. Susan Onori reported the meeting had been posted on the entrance/egress doors, Parent Link and on the Imagine-Chancellor website.

The first order of business was the approval of the minutes. Jennifer Weser stated she reviewed the minutes from the May 6, 2019 meeting and made a motion to approve. Marie Chapman seconded the motion. The motion passed unanimously.

The next order business was the Parent Liason. Susan Onori informed the Board with the resignation of the former Parent Liason Erika Singletary, she would like to recommend Marie Chapman as the new Parent Liason. Mrs. Onori added Mrs. Chapman was a parent at Imagine Chancellor and oversees the Imagine Chancellor Mom’s and Dad’s Facebook page and she has interaction with parents on a daily basis. Tom Sutterfield made a motion to appoint Marie Chapman as the 2019-2020 Parent Liason. Jennifer Weser seconded the motion. The motion passed unanimously.

The next order of business was the High Performing five year charter amendment. Tom Sutterfield stated, he along with Julie Klahr, attended the Palm Beach County School Board meeting and the amendment was approved and the charter was extended to 2029.

The next order of business was the approval of the new air conditioning unit. Mary Salas informed the Board that Biscayne Air assessed the footprint of the air conditioner and a 12 ½ Carrier unit was recommended and approved by the landlord Mr. Halevy. Mrs. Salas informed the Board the original bid had been revised and insurance coverage was submitted by Biscayne Air. The bid included a 50% down payment with the remaining balance due upon completion. Discussion ensued regarding the warranty and life span of


the unit, Mrs. Salas did not have the specifics of the warranty at the time. Chris Johnson inquired as to if Biscayne Air submitted a replacement plan for the remaining units. Susan Onori answered the plan would be brought before the Board at the August meeting. Discussion ensued regarding this matter. Tom Sutterfield suggested confirming if a flight plan would be filed, due to the use of a crane and the mile radius to Lantana Airport. Tom Sutterfield made a motion to approve the Biscayne Air contract in the amount of \$20,667.00 12 ½ ton Carrier unit. Jennifer Weser seconded the motion. The motion passed unanimously.

The next order of business were the financials. Tom Sutterfield discussed purchasing the building. Mr. Sutterfield stated he had a few financial advisors he wanted to meet with to discuss the plan and procedures for purchasing the building. Discussion ensued regarding this matter. Mr. Sutterfield stated there were 2 options to purchase the building, which were go to a bank for a loan or obtain a bond. Mr. Sutterfield stated it was unknown if Mr. Halevy wanted to sell the building. Mr. Sutterfield would like to meet with him with a financial advisor, an appraisal and a plan in place. Mr. Sutterfield, Susan Onori and Lindsey Kenefick met with the Larson Team and walked the building and would like to meet with Ford to do the same. Mr. Sutterfield stated the Larson Team gave him a quote of a \$15,000.00 retainer and up to \$10,000.00 in expenses. Discussion ensued regarding this matter. Mr. Sutterfield discussed the phases and expenses of the process with the Board. Mr. Sutterfield stated he would bring more information regarding the financial advisors to the next Board meeting in August. Further discussion ensued regarding this matter.

The next order of business was technology. Brian Doyle presented and discussed the plan for technology with the Board. Mr. Doyle informed the Board Imagine would be upgrading the teacher laptops to Windows 10, and some laptops need to be replaced as they are not compatible with Windows 10; the same issue has happened with some computers in the computer lab and they would need to be replaced. Mr. Doyle also stated more student devices would need to be purchased; due to the online programs that would be used for intensive classes. Discussion ensued regarding this matter.

Meeting adjourned at 6:11 p.m.

Attested to By:



Chris Johnson, Chairperson
8/5/19

Date