



AGENDA

Meeting of the Governing Board
The Learning Excellence Foundation of South Palm Beach, Inc.

D/B/A

Imagine Schools-Chancellor Campus

3333 High Ridge Road

Boynton Beach, Florida 33426

January 10, 2022

5:30 p.m.

Zoom Meeting ID: 919 621 075

<https://imagineschools.zoom.us/j/919621075> Password: ISCCGB

1. Call to Order.....Chris Johnson, Chairperson
2. Public Notice Announcement..... Chris Johnson
3. Approval of Minutes.....Chris Johnson
4. Principal Update..... Stephanie Standley, Principal
5. Mask Mandate Update..... Stephanie Standley
6. Tax Referendum Update.....Stephanie Standley
7. OSHA- New Policy.....Stephanie Standley
8. ESSER II-Civic Literacy Excellence Initiative: Civics Curricula Program.....Stephanie Standley
9. ESSER II- Reading Tutoring for K-3 Students Program.....Stephanie Standley
10. Facilities Update.....Mary Salas, Facilities Manager
11. Finance Update.....Jorge Puente-Duany
12. Public Input

Adjournment

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

November 20, 2021
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, Vice-Chair; Jennifer Weser, Elizabeth Stephan, Lisa Carriegos, Marie Chapman and Imagine employees in attendance were: Rod Sasse, Executive Vice-President; Susan Onori, Regional Director; Stephanie Standley, Principal; Jorge Puente-Duany, Business Manager and Mary Salas, Facilities Manager.

Chris Johnson called the meeting to order at 5:34 p.m.

The first order of business was the approval of the board minutes. The first set of minutes for approval were the September 20, 2021 minutes. Tom Sutterfield made a motion to approve the September 20, 2021 board minutes. Jennifer Weser seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Tom Sutterfield, Jennifer Weser, Elizabeth Stephan, Lisa Carriegos, Marie Chapman, and Chris Johnson all stated they were in favor of the motion. Chris Johnson inquired as to if anyone was opposed, all Board members stated no and Mr. Johnson stated the motion carried. The second set of minutes for approval were the October 11, 2021 minutes. Tom Sutterfield made a motion to approve the October 11, 2021 board minutes. Jennifer Weser seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Tom Sutterfield, Jennifer Weser, Elizabeth Stephan, Lisa Carriegos, Marie Chapman, and Chris Johnson all stated they were in favor of the motion. Chris Johnson inquired as to if anyone was opposed, all Board members stated no and Mr. Johnson stated the motion carried. The third set of minutes for approval were the October 20, 2021 minutes. Tom Sutterfield made a motion to approve the October 20, 2021 board minutes. Jennifer Weser seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Tom Sutterfield, Jennifer Weser, Elizabeth Stephan, Lisa Carriegos, Marie Chapman, and Chris Johnson all stated they were in favor of the motion. Chris Johnson inquired as to if anyone was opposed, all Board members stated no and Mr. Johnson stated the motion carried.

The next order business was the Principal update. Stephanie Standley informed the Board the staff had successfully completed the accreditation and the report should be received within a few days. Miss Standley stated the accreditation team had great things to say about Imagine-Chancellor and

she shared the motivational video that had been presented to the accreditation team. Miss Standley informed the board the National Character.org application had been submitted, as it was up for renewal. Miss Standley informed the board Mrs. Tiffany Harvey-Ward was the winner of the 2021-2022 Teacher of the Year and would be representing Imagine-Chancellor amongst the other region schools with the winner of the region being announced on January 7,, 2022. Miss Standley informed the board the PTSA sponsored Winter Wonderland would be held on December 11, 2021. Miss Standley informed the board the Annual Toy Drive would run through December 11, 2021, and selected students from the Leadership class would be involved in delivering the presents to the North Lauderdale sister school along with Coach Mark, as Santa. Miss Standley informed the board the Middle School Honor Roll was held for the students and parents were able to view it through Parent Square, as the event was recorded and the same would be done for the 3rd-5th grades. Miss Standley added for grades K-2 a growth parade would be held outside for the parents to attend. Miss Standley informed the board the structural engineer report that had been discussed at the previous meeting had been received and Mary Salas would review the report with the board. Mary Salas reviewed the report from Nova with the board. Mrs. Salas informed the board the engineer did make some suggestions for repair, which included the exposed concrete cracks on the roof and the steel plates on the roof that were exposed. Mrs. Salas added those suggested repairs had already been fixed.

The next order of business was the Covid-19 update. Stephanie Standley informed the board since the last board meeting one positive case had been reported in the school. Miss Standley also informed the board the UV filters in the A/Cs had been installed in the common areas, including the front office, the hallways and the cafeteria. Miss Standley informed the board The Palm Beach County School district had sent out an updated mask procedure before Thanksgiving Break, which stated masks were highly recommended, but the students would no longer need the “opt out” form signed by the parents/guardians. Discussion ensued regarding the district mask policy. Tom Sutterfield made a motion to follow The Palm Beach County School District policy to not require the “opt out” form. Jennifer Weser seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Tom Sutterfield, Jennifer Weser, Elizabeth Stephan, Lisa Carriegos, Marie Chapman, and Chris Johnson all stated they were in favor of the motion. Chris Johnson inquired as to if anyone was opposed, all Board members stated no and Mr. Johnson stated the motion carried.

The next order of business was the hardening grant. Stephanie Standley informed the board Imagine-Chancellor would be receiving \$15,594.90 in hardening grants funds, which is aligned with the Florida Safe Schools tool. Miss Standley informed the board there had been some issues with the security cameras not syncing or updating with the cloud, therefore updating the security camera system would be looked into. Discussion ensued regarding updating the security cameras. Tom Sutterfield made a motion to use FY 22 Safe School Hardening Grant funds in the amount of \$15,594.90 to update the security cameras primarily and to then follow the plan as proposed. Jennifer Weser seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Tom Sutterfield, Jennifer Weser, Elizabeth Stephan, Lisa Carriegos, and Chris Johnson all stated they were in favor of the motion. Chris Johnson inquired as to if anyone was opposed, all Board members stated no and Mr. Johnson stated the motion carried.

The next order of business was the Air conditioning update. Mary Salas presented the air conditioner replacement update as requested at the previous meeting. Mrs. Salas reviewed the document with the board stating the unit in the kitchen had to be replaced for \$9,000.00. Mrs. Salas added there were six units remaining that would need to be replaced, which would hopefully be able to be replaced with the ESSER III Funds. Mrs. Salas also presented the HVAC survey update to the board. Discussion ensued regarding this matter. Chris Johnson inquired about the approved replacement units from the September board meeting and Mrs. Salas replied “they had yet to be received and she was hoping that would be in by winter break”. Chris Johnson also inquired about the UV lighting, Mrs. Salas replied “the UV light installation would be \$1,585.00 per unit and four units had the UV lights installed and ten were remaining”. Tom Sutterfield asked if the UV lights were LED or incandescent, Mrs. Salas replied “that would have to be confirmed with Biscayne Air”. Mr. Sutterfield stated for budgeting purposes the LED UV lights would have to be replaced less than the incandescent lights. Discussion ensued regarding this matter. Mr. Sutterfield suggested if the UV lighting that had been installed were incandescent, could the remaining units have LED UV lighting installed. Mrs. Salas stated she would follow up on that. Discussion ensued further regarding the remaining units that would need to be replaced next.

The next order of business was the ESSER III Funds. Stephanie Standley informed the board Imagine-Chancellor would be receiving \$2,000,000.00 in ESSER III funds. Miss Standley reviewed the ESSER III budget narrative form that had to be completed and submitted to The Palm Beach County School District. Miss Standley informed the board Imagine-Chancellor would like to utilize some of the funds to run summer school again to provide support and interventions for the students that would benefit from it. In addition Miss Standley stated Imagine-Chancellor would like to offer Saturday school. Miss Standley reviewed the new upcoming textbook adoptions that would have to be purchased for the FY23 school year. Miss Standley stated Imagine-Chancellor would like to add an additional reading interventionist for the FY23 school year. Miss Standley reviewed the use of the ESSER III funds in the plan to be utilized for the air conditioning replacement and maintenance costs. Miss Standley reviewed the facility improvement line item, stating the bathrooms would be updated with replacing the stalls and installing the correct flooring, as when the building was built the incorrect flooring had been installed. In addition new cafeteria tables would be purchased to replace the damaged tables. Miss Standley informed the board replacing classroom furniture was also in the plan to be able to socially distance. Further discussion ensued regarding the items within the plan. Tom Sutterfield stated he would still like to continue to build the reserve funds, since the ESSER funds could be utilized to purchase the items in the plan. Discussion ensued regarding that statement. Jorge Puente-Duany stated he estimated approximately \$1,000,000.00 would be able to be placed in reserves, if the total ESSER III funds were received. Discussion ensued regarding the allocations in the plan. Miss Standley presented the document stating what would be allowed to be purchased and how the funds had to be spent, she also stated that the document would have to be available for the public on the Imagine-Chancellor website. Tom Sutterfield requested for Jorge Puente-Duany to present the original budget versus the updated budget with the ESSER Funds allocated within it at the next meeting. Mr. Puente-Duany stated he had reached out to The Palm Beach County School District to inquire about when the ESSER III funds would be received, so he could update the budget. Discussion ensued regarding this matter. Miss Standley stated the items in the plan were for the FY23 and FY 24 school years. Jennifer Weser inquired as to if Imagine-Chancellor would have to provide transportation to the qualifying students for summer school and

Susan Onori replied “ transportation was not required and it had not been offered last summer”. Discussion ensued regarding the ESSER funds and they were not recurring funds and how that would impact the summer school plan. Tom Sutterfield suggested promoting the summer school as due to a learning loss due to Covid; therefore it would not be expected every year. A lengthy discussion ensued regarding the percentage of the allocations that had to be done in order for the items to not be kicked back. Tom Sutterfield inquired in regards to the textbook adoptions and the procedure that had to be followed in regards to the standards. Discussion ensued regarding this matter. Julie Klahr suggested implementing a five year capital needs plan. Discussion ensued regarding this matter. Tom Sutterfield stated he would like to see the five year capital needs plan presented at an upcoming meeting. Tom Sutterfield made a motion to approve the ESSER III plan as stated, while not implementing the plan until the funds are received and have the requested items presented at the next meeting. Jennifer Weser seconded the motion. Chris Johnson inquired as to who was in favor of the motion. Tom Sutterfield, Jennifer Weser, Elizabeth Stephan, Lisa Carriegos, and Chris Johnson all stated they were in favor of the motion. Chris Johnson inquired as to if anyone was opposed, all Board members stated no and Mr. Johnson stated the motion carried.

The next order of business was the tax referendum update. Stephanie Standley informed the board Imagine-Chancellor had been receiving monthly tax referendum payments. She also stated the allocation of the retroactive funds were still being upheld in the court system. Discussion ensued regarding this matter.

The next order of business was the Building Hope update. Tom Sutterfield informed the board when the owner of the building Mr. Halevy received the letter indicating the board's interest in purchasing the building; he responded immediately stating “the building was not for sale”. Mr. Sutterfield informed the board a “face to face” meeting had been requested, but due to Mr. Halevy leaving town a “Zoom” meeting took place. Mr. Sutterfield informed the board during the Zoom meeting Mr. Halevy stated the letter expressing interest in the purchase of the building took him off guard and at the current time he had nowhere to invest the funds if he sold the building. Discussion ensued regarding this matter. Mr. Sutterfield reiterated that Mr. Halevy was not interested in selling the building at this time. Mr. Sutterfield reminded the board the current lease expires in 2035. Mr. Sutterfield informed the board he explained to Mr. Halevy as the lease escalated it would be hard for any school to maintain the escalation, and that was the reason the board would like to purchase the building or re-negotiate the lease, Mr. Halevy acknowledged he understood that. Mr. Sutterfield stated Mr. Halevy indicated there had been 3 late payments over the past ten years, which Mr. Sutterfield was unaware of. Mr. Sutterfield asked Susan Onori to investigate the situation and she stated in discussion with Andrew Gordon she was informed School House Finance did make three late payments over ten years, and they were a few days late. Mrs. Onori informed the board she then spoke with James McFadden and stated the rent had to be paid on time, as Imagine-Chancellor pays School House Finance on time.

The next order of business was the finance update. Jorge Puente-Duany reviewed the financial statements with the board. Mr. Puente-Duany informed the board The Palm Beach County School District still owed Imagine-Chancellor \$625,000.00 in ESSER Funds, and he had emailed them inquiring about the payments and was not given a timeline. Therefore, Mr. Puente-Duany was unable to provide the board with the requested projections. He further added the Teacher

Allocations funds from the Governor had not received the allocation to date. Julie Klahr stated if Mr. Puente-Duany did not hear back from the accountants at the district to contact her and she would make some phone calls to obtain the information. Mr. Puente-Duany informed the board he would have the requested information in the above motion in regards to the ESSER Funds would be available at the next meeting.

There was no public input.

Meeting adjourned at 6:50 p.m.

Attested to By:



Chris Johnson, Chairperson

1-10-22

Date