

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

September 23, 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; Marva Wilks; Tom Sutterfield, Jennifer Weser, Marie Chapman and Imagine employees in attendance were: Susan Onori, Principal; Jorge Puente-Duany, Business Manager and Mary Salas, Building Manager. Also in attendance was Israel Gomez and Jessica Raderstorf from Keefe McCollugh, CPA and Trust Advisors and Karen Walter, the parent of a first grader.

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 Parent Link, the entrance/egress doors 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 August 5, 2019 meeting and made a motion to approve. Marie Chapman seconded the motion. The motion passed unanimously.

The next order business was the annual audit. Jorge Puente-Duany introduced Israel Gomez and Jessica Raderstorf from Keefe McCullough, CPA and Trusted Advisors. Mr. Gomez reviewed the 2018-2019 audit report, which was an unmodified opinion. Mr. Gomez stated it had been a clean audit, with no findings, no financial condition issues, and the transparency rules had been complied with, too. Mr. Gomez informed the Board Imagine Chancellor had \$2.9 million in total assets and minimal liabilities, with one outstanding loan, which was for the field. Mr. Gomez stated the audit would be submitted to the Auditor General and the Palm Beach County School District. Mr. Gomez stated the high performing charter extension through 2029 was notated in the audit. Mr. Gomez further stated there had been no difficulties with management and all information requested for the audit had been received. Mr. Gomez stated the draft would be submitted to the district by the September 30, 2019 deadline. A lengthy discussion ensued regarding the audit. Mr. Sutterfield inquired about the depreciation for the field and discussion ensued regarding the matter. Mr. Gomez stated he would look into the matter and inform the Board with the answer. Further discussion ensued. Julie Klahr inquired about the new requirements from the Auditor General. Discussion ensued regarding the matter and clarifications were made. The Board thanked Mr. Puente-Duany

for all of his hard work. Tom Sutterfield made a motion to accept the 2018-2019 audit ending June 30, 2019. Jennifer Weser seconded the motion. The motion passed unanimously.

The next order of business was summer camp. Susan Onori informed the Board the summer camp revenue increased from the previous year. Discussion ensued regarding the camp. Jennifer Weser stated not only was it a great camp, but it employs current employees who would not be paid over the summer and allows previous students to earn their volunteer hours needed for high school.

The next order of business was the air conditioners. Mary Salas reviewed the breakdown of unit costs for the replacement plan. Mrs. Salas stated Biscayne Air recommended replacing 6 units. Mrs. Salas stated unit #2 would possibly be replaced over the Thanksgiving break. A lengthy discussion ensued regarding this matter and what units would be replaced and when. Jorge Puente-Duany discussed how funds would be appropriated to replace the mentioned units. Tom Sutterfield made a motion to approve \$17,000.00 to replace RT unit #2. Jennifer Weser seconded the motion. The motion passed unanimously. Julie Klahr stated with the appropriate appropriation of funds to be discussed with the Board and Tom Sutterfield and Jennifer Weser both stated that was intended in the motion.

The next order of business was out of field teachers. Susan Onori informed the Board two teachers were out of field and explained teachers can be out of field for one year. Miss LoPresti, now the Art teacher would take the test in January, as her certification was currently K-6 Elementary Ed. Elise Choquette now a middle school Science teacher would also take the Science certification test in January, as her certification currently is K-6 Elementary Ed. Mrs. Onori stated out of field letters would be sent home to the parents of the students affected. Tom Sutterfield made a motion to approve the out of field waivers for the Art position and the Middle School Science position for not more than one year. Jennifer Weser seconded the motion. The motion passed unanimously.

The next order of business was the tax referendum update. Tom Sutterfield reminded the Board about the litigation, reviewing the process. Mr., Sutterfield stated due to the loss of the litigation, it would be appealed and taken to the next level. The appeal would be shorter and less expensive. A \$4,000.00 balance had been left from the initial funds requested for the litigation. Discussion ensued regarding this matter.

The next order of business was school financing. Tom Sutterfield informed the Board he had not had a face to face with Mr. Ford, but he had been in contact with Mr. Larson. He explained he had still been interested in purchasing the building from the current landlord and would like to meet with Mr. Ford and bring the proposals to the Board. Discussion ensued regarding this matter. Mr. Sutterfield stated he would then meet with the landlord, once he had all of the financial information. Further discussion ensued regarding this matter.

The next order of business was the 2018-2019 final amended budget. Jorge Puente-Duany reviewed the 2018-2019 final amended budget and stated all of the line items coincided with the 2018-2019 audit that had been reviewed earlier in the meeting. Mr. Puente-Duany explained the line items had been adjusted, including the IDEA funding decrease. A lengthy discussion ensued regarding the budget. Tom Sutterfield made a motion to approve the final amended 2018-2019 budget. Jennifer Weser seconded the motion. The motion passed unanimously.

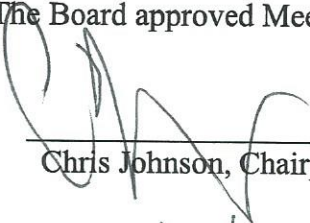
The next order of business was public input. Karen Walter, a parent of a first grader, inquired as to who, in legislation, parents should contact, in regards to the sales tax litigation. Discussion ensued regarding the matter and Julie Klahr explained the process.

The next order of business was the Active Assailant Policy, Active Assailant Procedures and the FSSAT. Julie Klahr stated due to the safety and security policies, the discussion would have to remain confidential. The Board would discuss the policies, procedures and the FSSAT off the record. The policies being reviewed were the new policies put into legislation. Tom Sutterfield made a motion to pass the active assailant response board policy and the attached active assailant response procedures. Jennifer Weser seconded the motion. The motion passed unanimously. Tom Sutterfield made a motion to submit the Florida Safe School Assessment Report. Jennifer Weser seconded the motion. The motion passes unanimously.

Tom Sutterfield informed the Board the new legislation stated a school resource officer or trained guardian must be on campus every school day starting the first day of school. Due to the new legislation Officer Holland had to be Guardian trained and the first day of Guardian training was the first day of school. Mr. Sutterfield explained the 3 options Mrs. Onori had to make in order to ensure that an officer was on campus, which was hire to Boynton Beach Police Officer, a Palm Beach County Sheriff's Officer or an SSO through the Palm Beach County School Police Department. Officer Holland completed a training with Invictus, which after the fact, the Palm Beach County Sheriff's Department would not approve. Mr. Holland then enrolled in the Palm Beach County Sheriff's Department training, which would be completed the first week of October. Since Officer Holland would not be able to be on campus due to the training, Mrs. Onori decided to go with the SSO through Palm Beach County School Board. Mrs. Onori reached out to Invictus for a refund of the \$3,000.00 paid for the training that had since not been approved and she was advised to contact the Palm Beach County School District.

Mrs. Onori requested a change of date for the next Board meeting on November 11, 2019 to November 18, 2019, due to Veteran's Day. The Board approved Meeting adjourned at 7:15 p.m.

Attested to By:


Chris Johnson, Chairperson

Date 11/18/19