

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

August 5, 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, Elizabeth Stephan, Lisa Carriegos, and Imagine employees in attendance were: Rod Sasse, Executive Vice-President; Susan Onori, Principal; Lindsey Kenefick, Assistant Principal; Michael Watts, Assistant Principal; Jorge Puente-Duany, Business Manager and Mary Salas, Building Manager.

Chris Johnson called the meeting to order at 5:35 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. Tom Sutterfield made a motion to approve the June 10, 2019 minutes. Lisa Carriegos seconded the motion. The motion passed unanimously.

The next order business was the Principal update. Susan Onori introduced Michael Watts, the new Middle School Assistant Principal. Mr. Watts informed the Board he graduated from a college in Indiana and then moved to Florida. Mr. Watts previously worked for the school district and then worked as a 4th grade teacher for Imagine-Chancellor from 2012-2015. He then moved to the west coast of Florida to work as an Academic Coach. Mr. Watts then returned to Palm Beach County and worked at Franklin Academy, until returning to Imagine-Chancellor. Mr. Watts stated it would be his third year in administration and his eleventh year in education.

Mrs. Onori informed the Board Imagine-Chancellor had received an “A” for the 2018-2019 school year. Mrs. Onori discussed the Guardian Program with the Board, informing them Officer Holland had not been guardian trained, so until he completed the program Imagine-Chancellor had a few options. The options were to have a fully trained guard, a police officer, a school safety officer, a school resource officer, which included teachers that could carry as long as they had been guardian trained on site everyday starting the first day of school. Mrs. Onori informed the Board, she had signed a contract with the Boynton Beach Police Dept. for \$50.00 per hour for 50 hours to have a police detail on site. Mrs. Onori further informed the Board, she had since went to a District Principal

meeting where she was informed Imagine-Chancellor could pay \$38.50 per hour for a School Safety Officer through the Palm Beach County School District. She added the School Police came to Imagine-Chancellor and she inquired about the placement of the School Safety Officer, where she was informed not to cancel her contract with the Boynton Beach Police Department. Further discussion ensued regarding this matter. Mrs. Onori stated either way Imagine-Chancellor would have a guard on site every day until Officer Holland completed the Guardian Program. Mr. Sasse clarified with the Board that Officer Holland was an ex-police officer, but did not have the mandatory guardian training. The School District signed a contract with Invictus and Officer Holland had already started the training. The cost of the training would be \$3,000.00 and it would be reimbursed through a grant after the training is completed. Discussion ensued as to reimbursement for the funds being paid for Invictus. Mr. Sutterfield suggested submitting the invoices for reimbursement to the Charter School Office, as the state passed a 4 million dollar grant. A lengthy discussion ensued regarding the entire matter.

The next order of business was the approval of the Engagement letter. Jorge Puente-Duany informed the Board that Imagine-Chancellor would continue using Keefe McCullough for auditing services for the 2019-2020 school year. Julie Klahr discussed with the Board it would be the last year of the contract with Keefe McCullough, so an RFP would have to be placed for the 2020-2021 school year. Discussion ensued regarding this matter. Elizabeth Stephan made a motion to ratify the contract with Keefe McCullough for the 2019-2020 school year. Lisa Carriegos seconded the motion. The motion passed unanimously.

The next order of business was the approval of the 2019-2020 drill schedule. Mrs. Onori informed the Board the schedule approval was new for the 2019-2020 school year and would be uploaded to the charter tools website for compliance purposes. Discussion ensued regarding this matter. Rod Sasse informed the Board any employee can call a code red at a school, as it had been passed by legislation. Julie Klahr stated to make sure only staff and safety committee members were involved in safety meetings and protocol and to ensure the discussions at the meetings were confidential. Tom Sutterfield made a motion to approve the 2019-2020 drill schedule. Lisa Carriegos seconded the motion. The motion passed unanimously.

The next orders of business were the 2019-2020 contract approvals. Mary Salas informed the Board the Sports Turf One, Inc. contract would be the same as the previous year, as was the pricing. Mrs. Salas discussed the Biscayne Air contract would increase in price from the previous year in the amount of \$155.00 per month, due to new equipment. Tom Sutterfield made a motion to accept the 2019-2020 Sports Turf One, Inc. contract, in the amount of \$40,896.00 and the addendum. Lisa Carriegos seconded the motion. The motion passed unanimously. Tom Sutterfield made another motion to accept the 2019-2020 Biscayne Air contract in the amount of \$895.00 per month and the addendum. Lisa Carriegos seconded the motion. The motion passed unanimously. Julie Klahr inquired about the permit for the air conditioner. Mary Salas informed the Board the City of Boynton Beach would not accept Mrs. Onori's or Mr. Sasse's signature and required the landlord to sign it. Mrs. Salas stated the notice of commencement had since been signed

by the City and just needed the final inspection. Mrs. Salas further informed the Board Mr. Clark went to the City of Boynton Beach and was informed Imagine-Chancellor had not paid business tax in the past three years. The reason being that the City needed an updated tax exempt certificate. Mrs. Salas informed the Board she would handle it. Further discussion ensued regarding this matter.

The next order of business was approval of the business managers resume. Susan Onori presented Jorge Puente-Duany's resume for approval as required by the district. Tom Sutterfield made a motion to approve the resume for Jorge Puente-Duany, as the accountant for Imagine-Chancellor. Lisa Carriegos seconded the motion. The motion passed unanimously.

The next order of business was the approval of following the District Mental Health Plan. Susan Onori provided the District Mental Health Plan, stating it included free training and Quatiba Davis would return as the Behavioral Specialist. Discussion ensued regarding this matter. Tom Sutterfield made a motion to approve the District Mental Health Plan as presented. Lisa Carriegos seconded the motion. The motion passed unanimously.

The next order of business was the 5 year air conditioning plan. Susan Onori presented the 5 year air conditioning plan unit by unit from Biscayne Air. Mary Salas reviewed the air conditioning analysis with the Board. She further reviewed the price breakdown with the board, which included the crane and removal. She added that the prices were based on the 2019 pricing and that could increase. Discussion ensued regarding this matter. Chris reviewed the plan and would like some clarity. Chris Johnson requested a unit by unit and tonnage price breakdown for replacement making it easier to financially plan accordingly. Tom Sutterfield requested at the September meeting a ballpark price to set aside for possible air conditioning units. Discussion ensued regarding this matter. Mary Salas stated for the 6 units stated in the plan it would cost approximately \$106,000.00.


The next order of business were the financials. Jorge Puente-Duany presented the year end financials to the Board. He stated the audit was moving forward and there might be a depreciation adjustment within the audit. Discussion ensued regarding the financials. Jorge Puente-Duany discussed salaries and the concern of being able to compete with district salaries next year. Discussion ensued regarding this matter. Tom Sutterfield informed the Board the IDEA lawsuit had not moved forward due to the Tax Referendum litigation. Discussion ensued regarding this matter.

Rod Sasse congratulated the administrative staff for having a school that is 69% free and reduced lunch being able to maintain their "A". He stated that he was proud to have them work for Imagine Schools, Inc. Susan Onori thanked the parents and staff of Imagine-Chancellor for their continued support.

There was no public input.

Meeting adjourned at 6:24 p.m.

Attested to By:



Chris Johnson, Chairperson

9/23/19

Date