

Nov 4, 2010

Sigsbee Charter School Board Meeting

Thursday, November 4, 2010 5:30 PM

Sigsbee Charter School, Library

Board Members Present: Izabela Budzynski , Leslie Crabbs, Bob Eadie, Christine Geary , Eric Hancock, Sandy Higgs, Jim Wallace, Tom Walsh

Board Members Absent: Amanda Fry (excused)

School Principal: Eli Jannes

Advisors: Emily Lo (teacher), Mercedes Stevenson (Treasurer, SFA)

Public: Stan Rząd (President, Navy league Key West Council)

I. Proceedings:

- Meeting called to order at 5:30 PM by Leslie Crabbs.
- Election of New Board Member – Izabela Budzynski
 - Higgs motioned to approve Budzynski's Board application; Eadie seconded. Discussion: Noted that Budzynski will provide the Board needed financial expertise and that she is willing to assume duties as Treasurer of the SCS Board. Budzynski has participated in past SCS activities. **Vote called. Motion passed, 7-0.**
- Minutes from Oct 7th, 2010 Board Meetings were reviewed.
 - Higgs motioned to approve the minutes; Hancock seconded. Discussion: Add Jim Wallace to the 'Board members present' and clarify Treasurer's Report discussion. **Vote called. Motion passed, 7-0.**

II. Treasurer's Report: (Attachment 1)

- SCS Board Account: \$ 143,485.77 (as of 01 Nov 2010)
- SCS School Account: \$ 2,945.17
- SCS School Family Alliance (SFA) Report: \$2,000.00
- Discussion: Jannes noted that the FTE account should receive additional funds shortly as the Monroe County School District reallocates additional funds to SCS based on increased enrollment vice the original projected enrollment. Higgs noted that as the Facilities committee chair, she should be advised of any needed repairs to SCS. Higgs noted concerns with the aging air conditioning system and roof which will require funds to repair or replace. Higgs also wanted to know how much funding was available for facilities projects.
- Request for funds:

- Jannes requested \$825 for 15 persons to attend SCUBA dive training hosted by the Army Special Forces dive school. It was noted that this is a significant discount than what is otherwise commercially available. Eadie motioned to approve 50% of the requested amount for 15 teachers; seconded by Higgs. Discussion: Wallace questioned the benefit of dive training for SCS teachers. Jannes noted that all teachers use the science lab and as a charter school focused on marine environmental education that diver training would facilitate teachers' understanding of the marine environment. There was Board agreement that only half of the requested funds should be allocated so that teachers have a vested financial interest in the training by paying half of the tuition amount. **Vote called. Motion passed, 7-0.** \$412.50 from the SCS Board Account allocated to support teacher SCUBA training.

III. Administrator's Report: (Attachment 2.)

- Jannes noted that registration is steady and that there is a waiting list for most classes. Jannes expressed concern that she needed a decision from the Board on the SCS policy regarding split families, e.g. one sibling that transfers into Key West after the start of the school year is able to get a seat in a SCS, but a seat for a sibling is not available. Does the sibling on the waiting list move to the top of the waiting list since a sibling is enrolled, or is that sibling shown no preference and placed at the bottom of the waiting list. Stevenson (SFA Treasurer) voiced concern that incoming military families get no preference on the waiting list and that many classes are full and that some military families have to use other elementary schools because SCS classes are full and that there are no obligated slots for military families. Jannes expressed the same concern as Stevenson, but both Jannes and Higgs noted that SCS receives public funding and as a result, must make enrollment available to everyone, regardless of military affiliation. Jannes noted that approximately 20% of the student body is non-military affiliated. Geary noted that it is important that SCS does not generate a 'us vs. them' attitude of 'military vs. non-military affiliated'. Higgs also noted that classroom size mandates restrict SCS from enrolling more students, even if SCS and/or SCS teachers wanted to increase enrollment. Walsh agreed to investigate if military organizations such as the U.S. Coast Guard could engage in a 'business partnership' with the SCS as some other charter schools have done. Jannes also noted that SCS cannot rely totally on military-affiliated personnel to sustain the school due to continuous duty rotations of military and that non-military affiliated personnel are important to the long-term success of the school. Jannes mentioned that SCS has received considerable community support from those outside of the military. Eadie also echoed that community support was important to sustain the school. Geary noted that SCS does not have the lottery system in effect; this will start with the next school year, so the SCS is not bound by the future lottery system to determine what to do with the current situation of sibling families when some, but not all siblings are able to get into SCS. Eadie motioned that in an effort to keep families together, that when openings occur, those slots should go first to

prospective students that have siblings already enrolled at SCS; seconded by Wallace. **Motion passed, 7-0.**

- Physical altercations. Jannes noted that there are still issues with students physically assaulting other students and/or teachers. Eadie noted that it was important for the long-term success of the school that the principal be allowed to provide the day-to-day leadership at the school and that it is difficult to do that when a disproportionate amount of time is spent on disciplinary issues. *[Secretary note: Additional physical altercation discussions tabled until 'Old Business' discussed later in the meeting.]*
- Charter school conference. Jannes and others will attend.
- Principal's meeting. Jannes noted that at a recent Monroe County Schools principal meeting, that financial accountability was stressed. Crabbs noted that SCS intends to follow 'redbook' accountability; Jannes echoed that it is the desire of Monroe County Schools to use the 'redbook'. Jannes noted that it would be prudent to ensure that the Board formally approves all non-budgeted expenditures.
- Evacuation. SCS evacuated on November 4 due to a suspicious package at the Navy Exchange. SCS evacuated to the vicinity of Gilmore Drive, without incident.

VI. Old Business:

- Facilities:
 - Trailer. It was determined to send a letter to Keys Energy that SCS disavows the pole and meter. It was noted that the pole which supplied electrical power to the trailer is not a Keys Energy pole and we need to determine whose pole it is before anyone can remove it.
 - Termites. Room 34 treated, retreated, and retreated a third time for termites. Termites destroyed property belonging to the teacher.
 - Air conditioning. \$95/hr for air conditioning repair is expensive in the opinion of the Board. Higgs noted that she has not seen invoices for recent air conditioning repair. It was noted that the Rapid Pass requirement to access the Naval Air Station is making it cost prohibitive for some companies to service SCS. Higgs noted that SCS has a donated air conditioning unit and that plans are to place it in the computer room. Hancock will investigate installation. Higgs also noted that it was unclear how much funding was available for air conditioning repair or replacement.
- Principal Evaluation:
 - Deferred to a later meeting due to Fry's absence at the Board meeting. Crabbs reminded all Board members to ensure they review the proposed principal evaluations that Fry has provided and to provide Fry with any feedback.

- Physical Altercations:
 - Discussions focused on when does the SCS disenroll students for consistent disruptive behavior. Wallace noted that disruptions and physical altercations disrupt classroom learning and that the disruptive student poses a danger to themselves, other students, and staff. Eadie noted that teacher assaults are a serious matter. It was agreed that the Principal should forward to the Board any recommendations to permanently remove a student the SCS student body. Jannes asked that if a student is expelled from SCS, is that student also expelled from the District? No one present could definitively answer the question. There was general agreement from all Board members that removing a student from SCS was a serious situation. Higgs noted that sometimes SCS is dealing with students that have lost parents due to war or figuratively lost them due to long deployments or back-to-back deployments. It was agreed that if suspension is needed, that students should be suspended twice before being considered for disenrollment, the first for three days, the second suspension being for 10 days. It was agreed that a letter should be drafted from the Board to the disruptive student's parents or guardian when disenrollment is being considered (level III of SCS behavioral policy); Geary will draft the letter.
- Contract for commitment:
 - Jannes noted that some parents, do not respond to calls or emails from SCS or do not seem to show an active interest in their child's education. This is a breach of their contract of commitment and something the Board should address.
- Lunch:
 - Eadie inquired if lunch is taking too much of the staff's time; Jannes agreed that it is taking a lot of effort and that she cannot support any additional effort for the lunch program. Jannes noted that over half the students are participating in the school-sponsored lunch. The Board was in general agreement that SCS may forgo a school provided lunch in favor of reallocating the staff's time for educational priorities. Final decision on the lunch program deferred to a later time.
- Insurance: (Attachment 3)
 - Reviewed insurance quote and options provided by Bill Kelly (Egis). The quote is for flood, Wind and Business Interruption insurance for natural disasters. It was noted that SCS Board cannot obtain the insurance until named storms cease to exist. Wallace agreed to get a second quote. It was agreed that the decision to purchase insurance will be made once another quote is obtained.

VII. New Business:

- Early drop-offs: Jannes noted that it is a safety and wellbeing concern of the school that parents drop children off to SCS prior to 7:45 am when SCS staff is not available to

watch children. Jannes stated that some parents are dropping their children off to school as early as 7:15 am, sometimes as far away as the gas station. Geary noted that this is a law enforcement concern. Stevenson noted that Naval Air Station (NAS) policy is that children eight years or older may be alone in their home for up to two hours, but not with any siblings and that only children 12 years old or older may baby-sit. It was unclear what the NAS policy was for children walking alone unsupervised. Crabbs and Jannes noted that SCS is technically on City of Key West property; Hancock agreed, and that the Key West Police Department could be called for early drop-offs. Geary will draft a letter directed toward those parents that drop their children off unsupervised prior to the start of school.

- Fall festival—Stevenson stated that the Fall Festival has lot of volunteers and that this event was the largest fundraising event for the legacy Sigsbee School. Money raised will be used to fund items that are not funded through the budget, but are desired by the teachers, e.g. field trip transportation and admission tickets. Geary voiced concern that non-military affiliated SCS families cannot attend NAS MWR events. It was noted that MWR events are separate events from SCS events. Geary recommended using the Sigsbee Scoop as a means to clarify attendance for all families.
- “All School Meeting” — SCS Board will host and facilitate the meeting scheduled for November 17, 2010 at 5:30 pm.

VIII. Public Comment:

- Mr. Rzad, President of the Navy league Key West Council noted what a good educational opportunity students have with the ‘Hall of Flags’ that were inaugurated on November 4th. Rzad also appreciated how smoothly the SCS Board operates and the currency of the SCS website and that it offered transparency. The SCS Board appreciated the Navy Leagues’ sponsorship and initiative with the ‘Hall of Flags’.

Geary motioned to adjourn meeting; seconded by Hancock. Unanimous approval. Meeting adjourned at 7:42PM

Next meeting is scheduled for December 2, 2010, at 4:15, Sigsbee Conference Room

Attachments:

- (1) Financial Report dated November 1, 2010
- (2) Administrator’s Report dated November 4, 2010
- (3) Egis insurance quote dated November 4, 2010

Minutes submitted by Tom Walsh