

Sigsbee Charter School Board Meeting

Thursday, September 9, 2010 6PM

Sigsbee Charter School, Library

Board Members Present: Leslie Crabbs, Tom Walsh, Eric Hancock, Sandy Higgs, Christine Geary, Amanda Fry, Bob Eadie

Board Members Absent: None.

School Principal: Eli Jannes

Guests: Emily Lo (teacher), Mercedes Stevenson (Treasurer; SFA), Jim Wallace (parent)

I. Proceedings:

- Meeting called to order at 6:10PM by Leslie Crabbs.
- Minutes from Aug 18, Aug 19 and Aug 30, 2010 Board Meetings were reviewed and approved (Eadie/Higgs—unanimous).
- Crabbs nominated Walsh as SCS Board Secretary; unanimous approval.

II. Treasurer's Report:

- Current balance of Board unrestricted monies: \$3,691.36
- Motion (Eadie) to allocate \$313 and \$17.76 from Board unrestricted funds available to balance the Summer Food Project and Summer Facility Project accounts which showed balances of -\$313 and \$17.76, respectively (Fry seconded). **Vote called. Motion passed, 6-0; (Higgs abstained)**
- Higgs noted that a future 'work weekend' is desired to continue with facilities projects. Higgs motioned that up to \$300 from Board unrestricted funds available be allocated for food to support future 'work weekends' (Fry seconded). **Vote called. Motion passed, 7-0.**
- Higgs noted that SCS should receive FTE funding from the Monroe County School District (District) based on 285 students registered since July 2nd 2010 and 285 students that began the Aug 23rd start of school and that no less than 280 students are regularly attending SCS, however, the District is funding SCS for 220 students. Crabbs noted that the 220 students is consistent with the original number provided by SCS to the District. SCS should receive the difference between the number originally provided (220) and the students actually enrolled (285) spread over the current school year. Jannes cited section 14.11 of the Charter Contract for SCS with the School Board of Monroe County which notes that the 'School Board agrees to timely and efficiently pay to "SCS all sums due to SCS in accordance with Section 1002.33(17)(d), Florida Statutes.'" It was also discussed that such payments are issued within 10 days to SCS after the Monroe

County School Board receives such funds from the DOE. If payment is not made within 10 days, the contract notes that in addition to the invoiced amount, the Monroe County School Board will pay interest at a rate of 1% per month calculated on a daily basis. It was noted by SCS Board that previous payments have been later than the 10 required days. Higgs noted that SCS has many financial obligations, including contractual obligations with the Monroe County School Board, and that timely payment from the Monroe County School Board is critical to ensure that SCS continues to meet its obligations. Geary further noted concern that payments from the Monroe County School Board are via paper check vice electronic deposit and Jannes furthered that an SCS official had to go to Monroe County School offices to locate and pick up the check; an electronic deposit would speed up the time SCS received its money and eliminate have to mail or pick up paper checks. It was noted that the next payment from the Monroe County School Board to SCS is due September 10th, 2010. SCS Board members voiced concern about upcoming timely payments. It was agreed that Crabbs would send an email to Monroe County School official Mr. Kinneer, with a copy to Mr. Jara and Dr. Burke to proactively remind them that SCS should receive payment on September 10th, 2010. If no response is received by 5:00 pm, September 10th, Higgs recommended sending an email to Monroe County School Board members.

- Geary voiced a comment regarding independent review of SCS Board financial accounting. Crabbs noted that the SCS Board should hire an external auditor to review SCS finances.
- Higgs motioned that an allocation of \$350 from the SCS Board unrestricted funds be made for the Burn-a-thon to purchase 188 water bottles, food, water and signs. Motion seconded by Geary. Discussion: anticipate at least 200 kids participating. **Vote called. Motion passed, 7-0.**

III. Property Insurance:

- Geary noted that the Florida Keys are currently within the peak hurricane season.

IV. Committee Updates:

- **Facilities:**
 - Higgs noted that if Trustees that are utilized from the Monroe County Jail flee, they will receive a minimum of five years of additional prison time.
 - Lawn care was discussed. Crabbs noted that Balfour Beatty is unable to complete lawn care as previously discussed because it would violate the terms of their contract with their lawn care service provider. Crabbs asked Stevenson if the SFA might be able to locate volunteers to complete this work.

24 Sept – Need to finalize SCS Board bi-laws for Phase II Grant, Leslie – especially policies and procedures.

- **Fundraising:**

1. Burn-a-thon planning coming along with help of Double Tree Grand Key.
2. Borders fundraiser bar code has been posted on the web site. Awaiting final numbers on amount raised during fundraiser.
3. Signed on with Foot Locker to receive 5% in sales with customers using our tags; time to implement to be determined.

V. Administrator's Report: Attached.

- The SCS Board discussed Jannes' comments that 'two students suspended for physical attacks on teachers (separate incidents).' It was noted by Jannes that a commonality for students with behavior issues is that they are enrolled in the NAS Key West CDC. Jannes agreed to talk with CDC officials. The SCS Board noted that a policy for dealing with student misbehavior needs to be developed; it was agreed that this would be an agenda item at the upcoming Board retreat for September 18th, 2010.

VI. New Business:

- **SCS Policy Development:** Higgs noted that SCS Principal input is critical to developing successful SCS policies. Geary noted that it is important to develop these policies quickly and that they can be revised/updated if the original developed policies do not perfectly meet the needs. Jannes and Crabbs noted that SCS contracts already contain many policies. Geary noted that the first priority was to develop student behavioral policies; SCS Board noted agreement with this priority. Higgs made a motion to fully support the decisions of the SCS Principal regarding disciplinary actions. **Vote called. Motion passed, 7-0.** It was agreed that SCS policy development would be reviewed and discussed at the September 18th, 2010 Board retreat.

Meeting adjourned at 7:40PM

Next meeting is scheduled for October 7th, 2010 at 6PM—Sigsbee Conference Room

Attachments: Administrator's Report

Minutes submitted by Tom Walsh