

2011 JAN 6th

Sigsbee Charter School Board Meeting

Thursday, January 6th, 2011 6:00 PM

Sigsbee Charter School, Library

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

Board Members Absent: Amanda Fry (excused)

School Principal: Eli Jannes

Advisors: Emily Lo (teacher representative),
Mercedes Stevenson (SFA, treasurer),
Suzanne Bryant (Military School Liaison)

Guests: Tiffany DaSilva
Laila Griffiths

I. Proceedings:

- Meeting called to order at 6:00 PM by Leslie Crabbs.
- Minutes from Dec 2nd, 2010 Board Meetings were reviewed.
 - Higgs motioned to approve the minutes, Hancock seconded. **Vote called. Motion passed, 8-0.**

II. Treasurer's Report:

- Budzynski noted that a draft July-Dec 2010 profit and loss statement was completed, but that some additional work needed to be done to finalize the report. Board members noted that they want to ensure that SCS's finances are documented in the proper categories, in accordance with *Redbook* standards, and that the report is useable and useful predictor of SCS's finances.
- SCS continues to meet its financial commitments.
- Request for funds:
 - Higgs motioned to obligate \$3,000.95 for basketball equipment. Eadie seconded. Discussion: Jannes noted that the equipment is currently on sale and that the purchase of four basketball hoops would meet recess and afterschool activities, as well as accommodate any future student enrollment growth. **Vote called. Motion passed, 8-0.**
 - Eadie motioned to allocate funding not to exceed \$1,000 to fund a ceramic mural project. Walsh seconded. Discussion: Wallace will oversee the project in conjunction with art teacher Sugar Kirk. He has already contacted local community people and organizations that are willing to support the project at

little to no cost. The wall will be set up on the Cafetorium wall in front of the garden. Vote called. Motion passed, 8-0.

III. Administrator's Report: (Attachment 1)

- Tiffany DaSilva, VPK teacher, briefed the Board on SCS giving preference to SCS VPK students. It was noted that Treasure Village has a program that enables them to give preference to students in a VPK program enrolling at the Treasure Village school. Crabbs noted that charter schools are not suppose to have 'feeder' programs based upon Charter School Statute. Geary emphasized the preference that SCS has for keeping siblings together; other Board members echoed that this is the current SCS policy. Crabbs volunteered to confirm Treasure Village's program.
- Two interns will be working at SCS.
- Jannes noted and Budzynski confirmed that the school lunch program is losing money due to the purchase of excess lunches and student non-payment. It was also noted that SCS staff are spending significant time to support the program. Eadie and Walsh were concerned that a better use of staff time might be to more directly support educating the students vice supporting a lunch program. It was agreed to table the discussion until a further meeting. Jannes and Budzynski will look at the financial numbers and provide this information to the Board at the upcoming Board offsite Jan 22nd.

V. Consent Agenda

- None.

VI. Old Business:

- Start-up grant update: All paper work is in and completed to finish Phase I of grant. Need to include Board policies, but we are able to move forward into Phase II of grant.
- Insurance: Wallace noted that the flood and windstorm insurance can be obtained for the \$100,000 budgeted. However, there has been difficulty getting an underwriter to support the insurance policy for SCS. He continues to work to negotiate a contract and plans to have a contract by the next Board meeting.
- Expulsions, suspensions and due process:
 - Due process applies when SCS suspends or dismisses a student from the school. The parents or guardians need to be notified in writing by the principal or his/her designee, vice directly from the Board. It is with the current authorities for the principal or his/her designee to suspend a student but permanent dismissals must be approved by the Board; this approval from the Board can be an agenda item for the next regularly scheduled meeting or a special Board meeting could be convened. It was noted that a student dismissed from SCS is still able to attend a Monroe County schools. Only the Superintendent can expel a student. Geary will provide a section on this

topic for the Board policy document and it will be further discussed at the Board offsite Jan 22^{nd if necessary}.

VII. New Business:

- School Audit: Budzynski and Crabbs are preparing a Request for Proposal for an outside, independent auditing firm to audit the SCS financial records. This will be to be in compliance with the District's request of an audit for June 30, 2010 (prior to the school opening) as well as for our audit for June 30, 2011.
- School Mascot – Wall Mural: Wallace briefed the Board on plans to design a ceramic mural for the school. The goal is to have all students involved in the project designing tiles and choosing a mascot for the school. Wallace outlined a timeline to complete the project with a goal to have the mural installed by March 20th, 2011.
- Board Strategic planning workshop and Governance Training session: Scheduled for Jan 22nd, 2011.

VIII. Public Comment:

- Bryant noted that she was excited about a DOD/DOE grant which SCS could compete. Jannes to double-check with the Monroe County Schools on whether the County School's grant writer could be utilized for this grant since the District has to act as the LEA on the grant.
- Stevenson noted that the SFA was participating in a fundraiser as part of 'non-profit' day at Bayview Park, Key West from 1100-1600 this Saturday. She also noted that SFA meetings are every second Tuesday of the month and that the Board is welcome to attend. Also noted was that the SFA is still looking for a location to host the silent action. It was noted that the Double Tree cannot currently donate any space since it is currently high season. Jannes suggested that this fundraiser could wait until the off season. Higgs noted that the SFA had not put away all of the fall festival games and that it was a fire hazard; Stevenson agreed to take for action. Geary questioned Stevenson on the parent strength of the SFA and Stevenson said that more parent participation was need and that the same group of five parents seem to be performing all of the SFA's responsibilities. Jannes agreed to highlight parent volunteerism in the next Sigsbee Scoop; Stevenson wanted Jannes to emphasize that the primary purpose of the SFA is to raise funds for the school.
- Lo stated that the teachers appreciated the recent holiday bonus and Board members filling teacher supervision roles so that teachers could attend the holiday party.

Walsh motioned to adjourn meeting. Unanimous approval. Meeting adjourned at 7:52PM

**Next meeting is scheduled for Feb 3rd, 2010 at 5:30 pm
Sigsbee Charter School Library**

Attachments:

2011 JAN 6th

(1) Administrator's Report dated Jan 6th, 2010

Submitted by SCS Board Secretary:

[Handwritten Signature]

Date:

2/10/11

Approved by SCS Board President:

[Handwritten Signature]

Date:

2/10/11