

**Lake Eola Charter School
Board of Directors
Minutes
For October 19, 2016**

Members Present: Jim Craner, Jeff Bush, Ryan Santurri, Sherri Dixon, Alex Eng, Joan Roxbury, Ronnie DeNoia

Absent: Victoria Shade

Visitors: Tom Reilly (Holland & Reilly), Chelsea Sequenzia (PTSA Rep), Jillian Friedman (LECS Teacher), Ed Langdon, Sharon Morell

Meeting commenced at 5:35 p.m. & adjourned at 8:00 p.m.

Motion to approve August 2016 Minutes was unanimous.

Motion to approve August 2016 Confidential Minutes was unanimous.

Old Business:

Contract: R.Santurri will re-circulate by email R.DeNoia's contract.

Strategic Plan: J.Roxbury reported that the second half of the Staff Retreat day was spent on the Strategic Plan, in looking at the school with two goals:

1. Instructional-that we are a high achieving school
2. Staff & Faculty-what do we see/how do we support the vision & mission of the school

Jillian Friedman reported the events at the Retreat focused on strengths, wildest dreams for the school, & brainstorming for the future. Through that process an idea of our school as a demonstration school seemed appealing. She said what that meant wasn't clear at the beginning, but ideas began to form, questions were being asked, & a vision to unite & define us began to take shape. J.Friedman stated that a draft came out of that afternoon & that it only made sense to incorporate it into the Strategic Plan. J.Roxbury said it was the only time that the entire staff was there & focused on the entire plan with the notion that since you are here, that means you have to commit. J.Craner asked J.Friedman if the changes on the draft are final, & she replied no, that the staff needs a chance to look at and/or comment on it to make sure everyone's input is there & more eyes to make sure everything is covered. Also, that R.DeNoia is comfortable with the final draft. S.Dixon agreed & stated that all staff should be represented & all are stakeholders. Discussion held. J.Craner said he would like to have the Plan 99% done for the December meeting & the final Plan for approval in February, if necessary. J.Bush said he thought the staff has done an exceptional job so far. R.DeNoia said she will ensure staff has a meeting time.

School Improvement Plan: S.Dixon stated that the State has changed how the plan is done online & she will research & report back.

Staff Retreat: J.Roxbury said the first half of the day was spent doing teambuilding & bonding activities & it was great to be off campus because offsite everyone was totally focused. When attempting to do things onsite, there are too many interruptions & distractions. The activities were fun & inspired positive feelings. She stated the second half of the day was spent on developing effective communication in team settings & that everyone is accountable for the decisions that get made. R.DeNoia reported that she thought the day was very productive & there was definitely value in taking the training off campus. She said that some clusters went further than others, but people were engaged & putting forth effort outside of the school setting. J.Craner asked R.DeNoia if she felt that the Retreat was worth the funds expended & R.DeNoia replied yes. J.Roxbury stated she thought everyone came away with more than one thing/strategy & a renewed commitment to team. She said she thought it was worth it & that the trainer was worth it as well.

New Business:

LECS 2016 Annual Audit: Tom Reilly, Auditor, handed out the Annual Audit Year Ended 2016 as well as a summary report of the Audit for review & discussion. He went over the various pages of the Audit & summary report & remarked that no weaknesses, compliance violations, or exceptions were noted & that LECS was in a good financial position at this time. T.Reilly reminded the Board members that these were combined financial statements between the LECS Foundation & LECS. He reported that an additional \$25,000 payment made by LECS to the mortgage principal was reclassified for the audit & going forward, the Board would need to decide how best to proceed with additional principal payments. Discussion held. T.Reilly was asked if both the Foundation & LECS Boards approved, could the lease between the school & the Foundation be renegotiated for a higher monthly lease payment to result in additional monies being accumulated for additional mortgage principal payments in the future & repayment of the additional mortgage principal payment already made. T.Reilly replied yes, & R.DeNoia said that she would convene a Foundation Board meeting before the December meeting to discuss increasing the school's monthly lease payment by \$2,000 & if approved, would revise the current lease for LECS Board's approval at the December meeting. T.Reilly went on to report that the investment accounts were down due to the market decline & manual checks were reduced to their lowest point ever, but still recommends dual check signatures. He said he encountered no difficulties, had no disagreements with the accounting, & only had to make some very minor adjustments to the financial statements due to the good work over the past year of E.Langdon & S.Morell. S.Dixon motioned to approve the Annual Audit Year Ended 2016. R.Santurri seconded. Vote unanimous.

Financials: E.Langdon reported total assets were roughly \$581,000 & total liabilities roughly \$49,000. Some accounts are showing over budget this month due to the total expense hitting in one month such as the Teacher Lead monies, professional development fees, audit fees, & retreat fees. Capital Outlay funding is also down at this time. These things have resulted in a non-reoccurring loss for the month of \$8,419, but still showing a net income for the year of \$15,000. S.Dixon motioned to approve the September 2016 Financial Statement. A.Eng seconded. Vote unanimous.

Teacher's Report: See below as reported by J.Roxbury.

Director's Report:

- Foundation – \$61,763 currently
- Hurricane – The building suffered no damage & one of the teachers actually sheltered overnight in their classroom

Board Update

Curriculum Enhancements

- Some students who scored below passing on the FSA reading/math tests in 3-5 have resource support in place of their Spanish instruction once or twice per week.
- K-1 met and conferenced with each parent in place of progress reports.

Cluster 1:

- Yoga in kinder in place of Spanish a huge success
- Parents come in to Kindergarten weekly to hold arts/crafts and 1/month for 1st grade
- 1st grade using iPads for learning in the classroom (kinder exploring tablets)
- Kinder has science buddies with 3rd grade and made ice cream
- (Center for Research and Education in Arts, Technology, and Entertainment) - Mrs. Thompson's 3rd grade class has partnered up with University of Central Florida's CREATE program. **The 3rd grade will be visiting UCF every Thursday throughout the school year for a 1 hour arts and technology class.**

Cluster 2:

- Technology and Character Ed classes created (3x/week).
 - iPad training 2 times per week for one trimester
 - Chromebook training - 3D print designing and coding with Ozobots. Still working on implementing a GMetrix computer certification class
 - Character Ed class 3 times per week for one trimester

Cluster 3:

- On line math course offered for advanced students
- High School Spanish course being offered

Professional Development Activities

- **Conferences:**
 - Urtz to math conference
 - Gainey to conference
- **Google Training:** Friedman and Roxbury to attend a two day class on Google (Friday/Saturday)
- **Internship McCormick** to attend a four day internship at Nanci Atwell institute
- **Full Sail Professional Development for Whole Staff:** All day professional development day on November 2nd to focus on using technology in the classroom with someone from Full Sail
- **Strategic Plan input:** During Retreat, teachers worked together to flesh out the ideas and visions for LECS. The work was then taken into consideration while developing the Strategic Plan Draft submitted to the board.

After school classes

- PTSA continues to offer after school programs such as Chess, Art, Drama, Circus club, Fencing.
- Ms. Bishop covers the computer lab twice a week after school to support student needs
- Ms. Spielberg is doing Music and Movement
- Ms. McCormick is doing a STEM class
- Ms. Thompson is doing a Lego class
- Ms. Hernandez is doing a computer class after school
- Mr. Madewell does science tutoring and has science club
- Mr. Gainey does Battle of the Books and Odyssey of the Mind

Events

1. 49 Acts of Kindness

Cluster 3 took the lead and kicked off 49 Acts of Kindness with a great start – examples of activities included:

- o Roxbury's class raised over \$200 for Second Harvest Food Bank,
- o Urtz sent letters to Fire Dept that was involved in helping during the Pulse tragedy,
- o Galney's class created a quilt of positive comments
- o Demeyan collecting pop tops for Ronald McDonald House
- o Coach Colas collecting water bottles to hand out to people in the street
- o Ms. Friedman's Homeroom will be stuffing the Homeless Donation Stations near the library and also 49 parking meters surrounding the school with silver change collected over the last several weeks.

- 2. **Guatemala Visitors** We had a visit from two women from a private school in Guatemala. They toured the school last Wednesday. The school is called "Liceo Frater". They were interested in project based learning specifically. However, while here they learned about Jillian's approach to reading, Claire's approach to class management with kindergarten (she trains them to work independently early on) and the layout/design of the classrooms. We have plans to work via face time and telescope with Spanish middle school classes.
- 3. **Bullying Prevention Assembly** Cluster 1 and 2 involved: Harlem Globtrotter came to talk with the kids.
- 4. **Spirit Week 10.24-10.28** Each day encourage school spirit and a door decorating contest with a Drug Free theme
- 5. **Parent Open House** went well
- 6. **Hour of Code:** Several grades will participate in the Hour of Code Week December 5-11
- 7. **Supporting Hour of Code Week** - Mrs. Thompson is working on having software developer William Kunneke return to speak to the students this year in celebration of Hour of Code week.
- 8. **Mock Election** Civics class is holding a school wide mock election
- 9. **Simulated Launch** Cluster 3 Science is working on setting up simulated launch to Mars event again this year
- 10. **Battle of the Books:** Cluster III has a new Battle of the Books team following fierce "try-outs". This year's team: Julia Jamieson, Maddie Hoffman, Henry Van Voorhis, Miles Moffatt, Adley Boston, Carly Tamborello.

Field Trips

Cluster 1

- 1. **Philharmonic** in November
- 2. Fire Dept came to school for Fire safety week - Each grade then created gift baskets for the fire fighters to thank them
- 3. Kindergarten is going to Green Meadows on 10/25
- 4. Tales Two Tell came
- 5. Going to see the Happy Elf in December
- 6. 3rd grade went to the Orlando Rep theater to see Rock the Presidents.
 - a. Upcoming field trips in Nov/Dec
 - i. Orange County Courthouse Tour
 - ii. Mayor Dyer's Office-City Hall
 - iii. Supervisor of Elections Office
 - iv. Orange County Mayor's Office-Teresa Jacobs

Cluster 2

- 7. Field trip planned to see Happy Elf in November
- 8. Art classes begin in December

