



# Jacksonville Lighthouse Charter Schools

## Minutes

### JLCS May 2018 Board Meeting

**Date and Time**

Wednesday May 23, 2018 at 12:30 PM

**Location**

JLCS Library

**Our Mission**

We prepare our students for college through a rigorous arts-infused program.

**Our Vision for Student Success**

All students will be taught by an outstanding teacher in a nurturing environment and will achieve at high levels. Each student will develop the knowledge, skills and values necessary for responsible citizenship and life long learning. The impact of our collective efforts will fundamentally change public education.

**Directors Present**

A. Curran, J. Allee, K. McCleary, K. Urquhart, L. Roberts, R. Sundermeier

**Directors Absent**

M. Tye

**Guests Present**

A. Smith, Anitra Rogers, E. McGrew, L. Noel (remote), L. Sieler, Mike Wilson

**I. Opening Items****A. Record Attendance and Guests****B. Call the Meeting to Order**

R. Sundermeier called a meeting of the board of directors of Jacksonville Lighthouse Charter Schools to order on Wednesday May 23, 2018 @ 12:35 PM at JLCS Library.

Mike Wilson commented that he was impressed with the Awards Ceremony last week.

### **C. Approve Minutes**

K. Urquhart made a motion to approve minutes from the JLCS April 2018 Board Meeting on 04-25-18.

A. Curran seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **D. Adopt Agenda**

K. Urquhart made a motion to adopt the agenda.

A. Curran seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **II. Operations Reports**

### **A. Principals Reports**

A. Smith (Main Campus): Mrs. Smith asked for the boards approval for one new hire (Naocea Evans), one teacher not returning (Tracie Middleton), and one moving to the CPA campus (Karen Bradley-Fulton). Mrs. Smith talked about the schools improvement plan and how they are continuing the RTI and ELA groups with the scholars and meeting with admin and staff to discuss the ELA curriculum for next year. She talked about recent school events and those coming up, to include: school holiday, field day and the Kindergarten and 6th grade promotion ceremonies.

A. Curran made a motion to approve the hire of Naocea Evans for next year, resignation of Tracie Middleton, and the movement of Karen Bradley-Fulton to the CPA campus.

K. McCleary seconded the motion.

The board **VOTED** unanimously to approve the motion.

E. McGrew (Flightline): Mr. McGrew opened by stating that enrollment is his number one focus. He has sent a flyer out to the school liason and base housing for distribution. He is asking the board to approve the resignation of Michael Hogue, who will be going to Quitman next year. He informed the board that he has another possible resignation coming from another teacher and he is going to need a new office manager. He told the board that Flightline was able to participate in a Hispanic Culture program with the Main Campus. The kids loved it! They had their Benchmark Blowout on Mall 11th and a school-wide trip to Wild River Country is coming up.

A. Curran made a motion to accept the resignation of Michael Hogue.

K. Urquhart seconded the motion.

The board **VOTED** unanimously to approve the motion.

A. Rogers (CPA Campus): Ms. Rogers asked for the board's approval to bring back Tiffany Kendall, Amy Locke, Marci Nalley, and Emmanuel Scales. She also asked for their approval on new hires Rob Bryan, Karen Bradley-Fulton (from Main) and Eric Waldorf. Ms. Rogers talked about recent and upcoming events, to include: Farewell to Seniors Town Hall, Honors Ceremony, Theater production and Graduation. Ms. Rogers went on to tell the board about Sophomore William Smith being awarded the Dub Myers Leadership Scholarship award and will receive \$250. Finally, she told the board that Officer Ryan Cardona has been named the head of security for JLCS and will be working on updating school safety policies in the coming weeks.

Roger Sundermeier commented that he would like to see consistency between JNP and J LCS to keep kids from bouncing back and forth.

A. Curran made a motion to accept the rehires of returning staff and new hires for CPA.

L. Roberts seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **B. Executive Director Report**

Mrs. Roberts talked to the board about recent TED Sessions she had with the Leadership team. These intense sessions covered Parental Involvement, Social relationships, etc. in an effort to build for the future. She will be working with the Principals over the next two months as they update the handbooks. She is requesting the Board involvement in this process. Mrs. Roberts told the board that all schools have submitted the School Improvement Plans for their approval.

These plans have to be posted by August, but need to be approved by the board today. Mrs. Roberts went on to tell the Board that herself, Ms. Rogers, Mr. W. Scales, and Mr. Waldorf will be traveling to Tampa the beginning of June for the New Leader Orientation. She has also been working with corporate leaders to revisit the overall network design. Additionally she is working with Ms. Rogers to get all teaching and admin positions filled at the CPA campus for next year. Mrs. Roberts told the Board that we have passed the SPED monitoring for this year, thanks to the hard work of Mrs. Phillips. Finally, Alexandra Boyd, the Charter Schools Director for ADE wants to do an ESSA meeting to go over our report card with leaders and board members in case we need to make any modifications with ADE.

A. Curran made a motion to approve the School Improvement Plans.

K. Urquhart seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **C. RDO Report**

Mrs. Noel joined the meeting via phone. She told the board that the gym project is still on course and projected to be completed the week of August 13th. The procurement policy for Child Nutrition has been updated and submitted to the ADE Child Nutrition Office. The Operations team participated in a state required finger printing and background check training, and will also be going to Chicago for a Nations Ops Team Training July 8th through 10th. Finally, in regards to marketing and enrollment, Mrs. Noel told the board that campaign material has been distributed to the schools and is being sent out to the local and surrounding communities; enrollment night is scheduled for the beginning of June; and building leaders and staff will be canvassing neighborhoods one evening and one weekend in the month of June.

#### **D. School Improvement Plans**

A. Curran made a motion to approve the School Improvement Plans.

K. Urquhart seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **III. Finance**

#### **A. Financial Report**

Mrs. Curran presented the accounts payable and preliminary budget for the boards approval. This preliminary budget includes the Director of Security and a Security Guard. The budget will be modified as we finish with the new hires.

Also, We are potentially looking at being in the positive for Child Nutrition by the end of the year.

K. Urquhart made a motion to approve the account payables.

J. Allee seconded the motion.

The board **VOTED** unanimously to approve the motion.

**B. Preliminary Budget 2018-2019**

K. McCleary made a motion to approve the preliminary budget for next year.

L. Roberts seconded the motion.

The board **VOTED** unanimously to approve the motion.

**IV. Closing Items**

**A. Adjourn Meeting**

Next meeting will be a conference call on June 20th at 12:30 p.m.

A. Curran made a motion to adjourn the meeting.

L. Roberts seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:14 PM.

Respectfully Submitted,

L. Sieler

