



Minutes of a meeting of the Board of Directors of Creative Inspiration Journey School of St. Cloud duly called and held on March 26, 2019 at 2008 Jaffa Dr. Unit C, St. Cloud, FL 34771.

Meeting was called to order by Chair Jeff Dixon at 8:33 pm.

Attendees:

Jeff Dixon  
Tom Pylant  
Patty Marquis  
Sherri Schneider

Remote Attendees:

Heather Leppard  
William Bow  
Susan Powers

- I. Pledge of Allegiance
- II. Introductions
  - a. Tom Pylant was introduced as the newest member of the Governing Board.
- III. Celebrations/Recognitions
  - a. We are thrilled to announce that the School finally has 4 walls up!
- IV. Approve Minutes from February 19, 2019

With the approval of the Directors present, Jeff Dixon acted as chair of the meeting and Heather Leppard recorded the minutes. On motions duly made and seconded, it was voted that the minutes of the meeting of board of directors on February 19, 2019 be taken as read.
- V. Consent Agenda-
  - a. Board calendar 2019/2020
  - b. School calendar 2019/2020

Heather Leppard moved to accept the Consent Agenda as presented. Susan Powers seconded the motion. All are in agreement and the motion passes.
- VI. Non-Consent Agenda Items to be Voted On
  - a. Revisions to Formal Bid Process in the Financial Control Policy (Pulled-Did not vote on)
- VII. Principal Report- Kerry will begin joining us at meetings in April. Her official date of hire is April 22, 2019.
- VIII. IPS Reports
  - a. Financials- (S. Schneider)



- i. Sherri Schneider discussed the need for future revisions to the Formal Bid Process in the Financial Control Policy. More information will be forthcoming.
  - ii. Sherri also updated the Board on the status of bidding for the school's technology needs (i.e. security, internet, phones). We currently only have one solid bid, but it has been reviewed by both Bill and a non-partial second party and has been deemed to be fair and realistic. She will request the bidder to provide a summary of the bid to present to the Board.
  - iii. The Budget for the 2019-2020 SY is due to Osceola County on May 30. The Board will have that for approval at least 45 days prior to that date.
- b. Development and marketing- (P. Marquis)
- i. Update on construction: As mentioned above, we have 4 walls! Construction on the interior will take approximately two months, and then the roof will be installed before interior finishing work takes place. Site work continues on the parking lot and grounds. Construction is currently on schedule.
  - ii. Update on Enrollment: As of the meeting, we have 167 students enrolled.
  - iii. Billboard: The billboard on 192 advertising CIJS-SC will go up on April 8, and be up for 3 months.
  - iv. Positively Osceola: We have contracted with Positively Osceola in an effort to reach a wider marketing audience through June or July. They have been doing awesome drone videos and Facebook posts of the construction progress.
  - v. Nonahood News: This is a free paper sent out to all of the households in Lake Nona and they are featuring CIJS-SC in an upcoming article.
  - vi. New Website: Will launch after school starts. We have made the decision to keep the current system in place so that there are no problems with admissions and enrollment documents.
- c. Board Compliance and Action Items (P. Marquis)
- i. Fingerprinting: Must be completed by all Board Members by the end of May to remain in compliance with Osceola School Board.
  - ii. Tom Pylant: Board training due May 19, 2019.
  - iii. Current Board Roles: The Board voted on and accepted the following Board Roles.
    - 1. Jeff Dixon, President
    - 2. Tom Pylant, Vice-President
    - 3. William Bow, Treasurer
    - 4. Heather Leppard, Secretary
    - 5. Susan Powers, Non-director Officer



iv. Next board visit to Orlando for compliance with Statutes for In-Person Meetings will be August 10, to coincide with the New Student Orientation.

1. June-possible pool party
2. New Student/ Parent orientation- August 10

d. Staff Recruitment & Development (P. Marquis)

- i. More interviews 1<sup>st</sup> two weeks of April.
- ii. Continue to hire necessary positions through the start of school.
- iii. The main Professional Development prior to the school year starting will be July 8-12.

IX. Governing Board Reports

- a. Heather Leppard will present a revision to the Bylaws for the Board's approval at the next meeting regarding the position of Treasurer.

X. PTO/SAC Updates-

- a. The members of the PTO have been working on grants and fundraising for the School Playground.
- b. Next Meeting: May 9 at 6:00 pm at the St. Cloud Library.
- c. There will be a fundraising night held at Chipotle on April 30. A portion of the proceeds from that evening will be donated to the PTO.

XI. Public Comments-N/A

XII. Upcoming Meetings/Events

- a. Info seminar March 27 at 6:00
- b. Board Meetings: April 30 at 8:30 pm and May 21 at 8:30 pm.

XIII. Adjournment

There being no further business to transact at the time, it was voted to adjourn the meeting at 9:38 pm.

Dated: 3/30/2019

Heather Leppard, Secretary

CREATIVE INSPIRATION JOURNEY SCHOOL OF ST. CLOUD, INC  
GOVERNING BOARD MEETING MINUTES

---

