

## **The Island School Boca Grande, FL Board Meeting Minutes November 9, 2023**

**Members in Attendance:** Chris Reecher, Skip Branin, Donna Lutton, Liz Verney, Sharon Cross, Barbara Wilson, Lisa Erdekian

**Guest Attendees:** Christine Oliver, Head of School; Nicole Tillotson-Main, Assistant Head of School; Tom Hofmann, Island School Foundation Board

The meeting was called to order at 3:35pm.

A motion was made by Ms. Reecher to waive the reading of the minutes of the previous meeting and to approve them as written/recorded. The motion was seconded by Ms. Verney. All members voted in favor and the motion carried.

### **New Business:**

1. Ms. Reecher welcomed back the BOD as well as Mr. Hofmann, the incoming Island School Foundation Chairman.
2. A motion was made by Mr. Branin to approve and record approval of The Island School's Youth Mental Health Plan & Expenditure Report, Internet Safety Policy, Salary Increase Allocation, and Reunification Plan. The motion was seconded by Ms. Wilson. All members voted in favor and the motion carried.
3. An amendment to the Reunification Plan was noted (a change in location from the Lighthouse United Methodist Church to Our Lady of Mercy Catholic Church).
4. FY23 Audit Approval: The Financial Statement for the Year Ended June 30, 2023 (Lengemann & Associates, P.C.) was emailed to the BOD in advance of this November 9, 2023 BOD meeting. In addition, an Independent Auditor's Report was passed out to BOD. The Island School received an unmodified opinion from the auditor (Lengemann & Associates, P.C.) stating The Island School had passed the audit. A motion to approve the audit was made by Mr. Branin, seconded by Ms. Wilson. All members voted to approve and the motion carried.

**Treasurer's Report:** Mr. Branin reported on the following topics:

1. Ten Financial Questions Every Charter School Board Member Should Ask (Kathleen Schoenberg, P.A.) was passed out to the BOD for review.
2. Mr. Branin reviewed the Operating Summary Report 7/01/2023-10/31/2023 as well as the final Operating Summary Report 7/01/2023-6/30/2023. Mr. Branin reported that the finances of The Island School are sound and close to budget.
3. The budget for the school term 2023-2024 was distributed for review.

**Head of School Report:** Ms. Oliver reported on the following topics:

1. Safety & Security: Ms. Oliver shared an article by the head of Florida's school safety commission regarding the vulnerability of charter facilities in regard to compliance to the new safety standards.
2. TIS Threat Assessment Team: The 4 person Threat Assessment Team has completed the required 2 day training as of 10/31/23.
3. Grants: Ms. Oliver reviewed the Non-district grants as well as the District grants being pursued.
4. Charter Links: An online compliance tool provided by the state of Florida to assist districts and Charter Schools collect and organize their materials and facilitate effective communication with the school district who holds their charter. Submissions include: quarterly financials, mental health plan, reunification plan, SESIR certificates, etc.

5. F.A.S.T. Testing: The 3rd, 4th & 5th grade PM 1 Progress Monitoring Results were above both state and district averages in reading and math.

**President's Report:** In addition to the above business, Ms. Reeher reported that the Annual Appeal letters will be mailed late November/early December. She encouraged all Board members to submit additional names/addresses for appeal letters. She also reported on the Boca Grande Community Center Expansion Project and proposed improvements to The Island School campus including a new multipurpose room, counseling/sensory/speech therapy room, additional classroom and restroom.

**Public Comments:** none

With no additional new business, the meeting was adjourned at 4:50pm.

Respectfully submitted by Donna Lutton, Island School Board Secretary