

## **Independence Classical Academy Governing Board**

Board Workshop Minutes

February 8<sup>th</sup>, 2023 @ 5pm – School Cafeteria

2902 S. Jenkins Road Fort Pierce, FL

Meeting called to order at 5:09pm by Chairman Becton (Chair Becton running late). Pledge and roll call to follow. In attendance: Clay Becton, Vice-Chair Art Cross, Board members Sandra Crouch & Lance Poole, & Cathy Townsend. Director of Operations Howard, Dean Chancey, & guests (Nicole Osburn, Taylor Lampman, Pamela LaParte, Sharon DeFlorio, Carlos Frade, Trisha Thomas, Patrick Shroba, Jessica Brewster, Keisha McCarden, Lakisha Campbell)

On a motion by LP and 2<sup>nd</sup> by AC, minutes from the December 2022 meeting were approved unanimously.

Civics Club students presented their experiences and project/proposals (aka “bills”) to the board members and fielded questions from them. The board will be expected to pick a project and proceed, just as bills are passed and students will engage in a summer work project.

Mrs. Howard presented a projected timeline and budget for securing our own food services vendor as we move into 23/24. A review of the RFP process, projected surplus, requirements of how that surplus can be spent, and development of a committee to review RFP scores and make recommendations to the board was had. Brief discussion on likely kitchen enhancements and upgrades to move from warming kitchen to full service/prep kitchen was held as well.

Mrs. Howard provided an operations report: update on large donor Art & Sandee Allen to ICA for naming rights of parent loop and presentation of check, first annual ICA 5K for education yielded over \$5,000 to go towards athletic programming in 23/24, discussion on tour of ICA with district superintendent John Prince, Safe Haven Defense donation of bullet-proof/riot proof film for administration and classroom door windows. We will phase in the other areas of the campus to make it safe as grant funds and capital outlay dollars become available. Discussion on principal resignation and the division of job duties and establishment of a search committee. The board voted unanimously, on a motion by SC and 2<sup>nd</sup> by LP to allow Mrs. Howard to receive a stipend and stipend other faculty/staff as needed to continue to absorb the tasks being done by the principal to get us through finding a new academic lead. Discussion on makeup of the search committee ensued and after much discussion, and a motion by AC and 2<sup>nd</sup> by SC, it was unanimously approved that the committee will be an odd number, and consist of 1 board member, the EDO, 1 faculty member, 1 staff member, and two parents active in the institution (PTO or clubs). 1 board member will sit in on the committee as well, as only voting in the case of a tie, Mr. Becton will serve on the committee. Mrs. Howard was directed to put the committee together, post the open position, solicit resumes and begin scheduling interviews with the committee. The Committee will come before the board to make final recommendations.

The Tip-A-Teacher Night was discussed and the board was asked to come up with 5-10 potential large donors to invite to the event, as the marketing team is doing. The event will be held the first week of May, at 2<sup>nd</sup> Street Bistro downtown.

Club reports were given with brief updates from treasurer reports and upcoming events from Fishing Club, PTO, and Ag Club. Ag Club is looking forward to the fair presence of our students. Fishing club has a large raffle fundraiser coming up with coolers and charter trips and artwork. All reports were accepted on a motion by SC and 2<sup>nd</sup> by AC, AIF.

Old Business: EDO Howard reminded the board of the importance of completing the governance training, as it is a compliance issue and urgent. Update on expansion and enrollment was provided, and discussion on location and USB movement westward was had and agreed we needed to go west for the upper school and create another K-8 north of us. CT will reach out to IFAS on temporary classrooms for middle school or land and set up a meeting.

New Business: Board elections are coming in March. SC and AC are both intending to re-run for their seat, and will be on the ballot. One parent has expressed interest, and posts/skyward notice will go out to all families. Election to be held the week prior to Spring Break. Board was updated on OIG complaints (upset employee), and discussion on how we can let them know they have a voice and can reach out to the board, attend meetings, etc...if they have concerns. No action is needed, but the board decided the staff needs to know they can reach out to the board and the board agreed to be more visible (attending staff meetings, etc...) to make them comfortable in doing so. Dean Chancey presented a new uniform vendor option for ICA as we move into the next year that has a somewhat better product at the same price, and plenty of athletics wear, who could also service our athletics department. The vendor does it all online, 24/7 with no blackout dates and ships straight to the house. Orders over \$75 are free shipping. If items are not available, they are not online for purchase, Different spirit wear and support items (water bottles, hats, etc..) are available each month as well. Orders done in 5 days and shipped out. KP and Dean Chancey will get a contract together to present to the board at the next meetings, so details can be given out THIS year before breaking for summer.

Policy changes were presented to the board and discussion held on changes. All presented changes to the discipline policy go into effect immediately and EDO was instructed to post on the website and notice parents to read the updated policy. EDO Howard will prepare and email and give the policy to the communications manager to post and distribute on website/email. The progression policy, which increases the percentage of mastery each student must maintain in K-2 on phonograms, and changes the GPA requirement to only affect middle school grades fore retaining a seat at the institution will go into effect for 23/24 school year. The dress code changes will also go into effect in 23/24, with a few minor changes to simplify the code with still allowing for decorum and modest dress to be the focus. All policy changes were unanimously approved on a motion by AC and a 2<sup>nd</sup> by LP.

Consent agenda: Item e, the FY 24 budget approval was pulled from the agenda on a motion by SC and 2<sup>nd</sup> by AC, AIF because the departure of the principal and letters of intent form teachers

being completed, required a redress of the salary schedule, which affect the overall budget, so once that is complete, the board will need to revisit this item as it requires board approval. Remaining items were the Building Hope Advisory services to assist with expansion and bonding, Arnold Law firm agreement to get general counsel for ICA, and approval of the 23/24 academic calendar. On a motion by LP and 2<sup>nd</sup> by AC, the consent agenda was passed.

No comments or questions from the board were noted. Public Comment, guest Keisha McCarden spoke. Her daughter Jazmyn is in 1<sup>st</sup> grade and she has had issues with heavy jackets- and feels we should, if only allowing ICA approved outwear, to have a thicker jacket option in our school store for colder days. She also addressed concerns over the approval of the calendar giving 3 weeks off for winter break because she has to find care for her daughter and that can be tough-because summers are tough, but Christmas is her busy time and may cause an issue for her. The board encouraged her to seek out camp options or day care centers that might have programs, like Boys and girls club-and that is why we make changes so early, to give parents time.

With no further business or speakers, the next meeting reminder was given for April 12<sup>th</sup>, 2023 at 5pm where results of the Election will presented and expansion/foodservice/principal search will be the major focus, and the meeting was adjourned at 7:412pm. SJH 02.09.23