
**BOARD OF DIRECTORS – Special Board Meeting
Biscayne High School/Lone Star High School
Thursday, November 1, 2018 * 6:15 p.m.**

MINUTES

1. CALL TO ORDER/ESTABLISH QUORUM

Ms. Bush called the meeting to order at 6:16 p.m. A quorum was established.

Members Present: Jamica Bush, Brandon McCray, Efferem Williams, Tameiko Grant

Members Absent: Lenora Atter

Guests: LaShanda Evans, Erica Williams, Joy Baldree, Danita Smith, Sonya Smith,
Denise Castro

Via Telephone: Debra Anderson, Tom Renner, Candace Kerns, David Holland

2. CONSENT AGENDA

A. **Approved** Meeting Agenda for November 1, 2018

B. **Approved** Meeting Minutes for September 6, 2018

On a motion by Efferem Williams and a second by Tameiko Grant, the Board unanimously approved the meeting agenda as posted and meeting minutes as posted.

3. PUBLIC COMMENT ON AGENDA ITEMS – None

4. BUSINESS/FINANCE

A. **Approved** 2017-18 Annual Audit Biscayne

B. **Approved** 2017-18 Annual Audit Lone Star

Mr. Holland reviewed and gave a brief synopsis of the audits for both Biscayne and Lone Star. He explained that the Tax Form 990 was not included in the final audit. An extension was granted to the schools for this form by the IRS. Once form is complete, it will be forwarded via e-mail to the board for approval. Both audits have been submitted to the District.

The Board acknowledged the receipt of the 2017-18 Annual Audit for Biscayne and Lone Star.

C. **Approved** 2018-2019 Biscayne Budget for District Submission

D. **Approved** 2018-2019 Lone Star Budget for District Submission

On a single motion from Tameiko Grant and seconded by Efferem Williams, the Board unanimously approved the 2018-2019 Biscayne and Lone Star budget for District submission as presented.

E. **Approved** 2018-2019 Minimum Enrollment Budget for Biscayne High School

F. **Approved** 2018-2019 Minimum Enrollment Budget for Lone Star High School

On a single motion from Tameiko Grant and seconded by Efferem Williams, the Board unanimously approved the 2018-2019 Biscayne minimum enrollment budget for Biscayne and Lone Star.

- G. **Approved** 2018-2019 Annual Budget for Biscayne High School
- H. **Approved** 2018-2019 Annual Budget for Lone Star High School

On a single motion from Tameiko Grant and seconded by Efferem Williams, the Board unanimously approved the 2018-2019 Biscayne annual budget for Biscayne and Lone Star.

- I. **Approved** 2018-2019 Financial Procedures Manual edits for Biscayne and Lone Star High School
Ms. Baldree discussed the edits to be approved are in the procedures manuals submitted to District for Biscayne and Lone Star. The edits are in response to the District request that the procedure manual be updated. Ms. Baldree will present the final procedure manual when edits have been completed.

On a single motion from Tameiko Grant and seconded by Efferem Williams, the Board unanimously approved the 2018-19 Financial Procedures Manual edits for Biscayne and Lone Star.

- J. **Received** Biscayne Financial Statements through September 30, 2018
- K. **Received** Lone Star Financial Statement through September 30, 2018
Mrs. Kerns and Mr. Renner reviewed the financial statements for both Biscayne and Lone Star. Enrollment increases for both schools have had a positive impact on both school budgets. Negative fund balances will be rectified with the increase of student enrollment.

The Board acknowledged receipt of the financial statements for Biscayne and Lone Star as presented.

5. REPORTS TO THE BOARD

A. President's Remarks – *Jamica Bush*

Ms. Bush stated that both Biscayne and Lone Star had received a District default letter for late submissions of the finances for the schools. She stressed the importance of the deliverables being submitted to the District in a timely fashion. Mrs. Kerns stated that she would have all the late financial statements submitted to the District by the end of the week. Ms. Bush emphasized the importance of communication of what is happening at the schools. She asked the Principals inform the Board know when any events are scheduled at the schools so they can support the endeavors.

B. Biscayne Principal's Report – *Erica Williams*

Highlights include:

- Update 205 Students enrolled, 6 enrollments pending, and approximately 30 students absent per day

- Multicultural day went well
 - Great participation with ASVAB Testing over 60 students were tested
 - Urban League and UF have not come out. May have lost funding for programs.
 - On the Agenda for discussion later. We are electing to go to uniforms
 - 115 Cohort students only 11 have met the Reading requirements
 - Biscayne Site visit went well
 - Received a \$500 grant from NY Life – NY Life Grief
- C. Lone Star Principal's Report – *LaShanda Roberts*
Highlights include:
- Lone Star Site visit is coming up on 11/7/18
 - Someone came out to register students to vote
 - The ASVAB will be administered at Lone Star on 11/19/18
 - Planned Parenthood is doing a 10-15 week program
 - Student council will be implemented like at Biscayne Lone Star will have a ceremony to induct officers
 - Biscayne & Lone Star will have a combined Prom March 23rd@ Eagles Nest
 - Both schools will attend Grad Bash on April 26, 2018
- D. DOE Data Update – *Danita Smith*
Highlights include:
- For Biscayne - Math baseline grade level equivalent (194 participants) – 6th grade 3rd month. Math growth grade level equivalent (140 participants) – 6th grade 7th month. This depicts an average of four months growth in the first semester of the school year for those students who participated in a follow up test to their base line assessment.
 - For Lone Star - Math baseline grade level equivalent (227 participants) – 7th grade 2nd month. Math growth grade level equivalent (187 participants) – 8th grade 2nd month. This depicts an average of one school year's growth in the first semester of the school year for those students who participated in a follow up test to their base line assessment.
- E. NEWCorp Florida Update – *Joy Baldree*
Highlights include:
- Blended Learning Model – In FTE handbook, blended learning has a cap. Let us figure out how we can implement this plan.
 - Dell – Dell stated that we don't qualify for a leasing agreement due to our financial situation last year.
- F. Superintendent's Update – For Information Only

6. BOARD BUSINESS

- A. **Approved** 2018-19 Employment Handbooks for Biscayne and Lone Star High Schools
Ms. Baldree discussed the addition of the Introductory Period of 90 days for new employees.

On a single motion from Jamica Bush and seconded by Brandon McCray, the Board unanimously approved the 2018-2019 Employment Handbook as presented for Biscayne and Lone Star.

- B. **Accepted** Resignation of Board Member Atter
Ms. Atter has submitted her resignation from the Board.

On a motion from Jamica Bush and seconded by Brandon McCray, the Board unanimously accepted the resignation of Lenora Atter.

- C. **Discussed** Board Vacancy
Ms. Bush stated that any potential board members application need to be submitted to Vice-president McCray for presentation to the Board.

- D. **Discussed/Approved** Uniform Policy for Biscayne and Lone Star High Schools
Mrs. Evans and Mrs. Williams explained that both Biscayne and Lone Star would be implementing a uniform policy to help with the student's dress code violations. The Board asked the Principals to eliminate the use of skirts and see through tights for the young ladies to avoid and issues. The uniform policy will go into effect when the students return in January 2019.

On a single motion by Tameiko Grant and seconded by Efferem Williams, the Board unanimously approved the uniform policy for Biscayne and Lone Star.

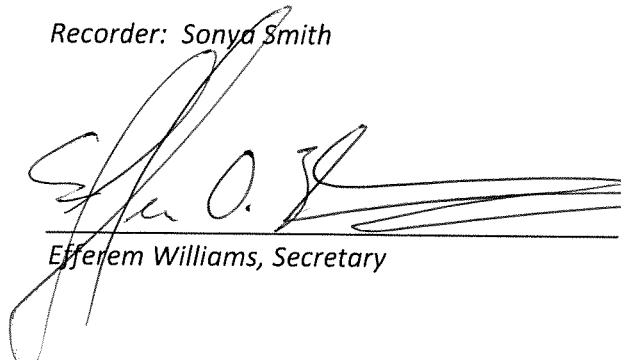
- E. **Discussed** Best and Brightest Scholarship
Mrs. Evans and Mrs. Williams discussed the Best and Brightest scholarship to the Board. Schools will be submitting names of teachers who qualify for this scholarship.
- F. **Proposed Agenda Items for Next Board Meeting** – January 10, 2019

7. REMARKS FROM BOARD MEMBERS ON NON-AGENDA ITEMS - None

8. ADJOURNMENT

Having no further business, the Board agreed to adjourn at 7:40 p.m.

Recorder: Sonya Smith



Efferem Williams, Secretary

1-16-2019

Date