

**BOARD MEETING**

**DATE:** TUESDAY, SEPTEMBER 14, 2010  
**TIME:** 1:00 P.M.  
**LOCATION:** 3637 MARTIN LUTHER KING BLVD., SUITE 104  
FORT MYERS, FLORIDA 33916

**MINUTES**

**MEETING TYPE:**    REGULAR     SPECIAL    PROPOSED     APPROVED

**A. CALL TO ORDER**

Mr. Cochrane called the meeting to order at 1:20 p.m.

**B. ROLL CALL**

**BOARD MEMBER ATTENDANCE:**

Paul Cochrane, President	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
April Lattanzi, Vice President	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Joyce VanDeusen, Treasurer	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Chuck Smith, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Allen Humfleet, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

**OTHER ATTENDEES:**

Sarah White, Administrator	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Paul Jungkunz, Florida State Director (via polycom)	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Trudy Crowetz, Florida Finance Manager (via polycom)	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Tonya Deal, Governance & Compliance Manager (via polycom)	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Tarsha Jacobs, BKHM Audit Firm (via telephone)	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

**C. PUBLIC COMMENT**

None

**D. APPROVAL OF AGENDA**

Mr. Cochrane asked the Board to review the agenda and asked if any items needed to be added. A request was made to add two additional items.

**MOTION:** Moved to approve the agenda, with additions.

**SUPPORT:** Motion seconded.

Ayes: 4                      Opposed: 0

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**E. STANDARD BUSINESS**

**i. NEW BOARD MEMBER NOMINATION**

Mr. Cochran moved the Board's attention to the nomination of Mr. Allen Humfleet as a Board member.

**MOTION:** Moved to approve Mr. Allen Humfleet as a LSC Lee County Board of Director, as presented.

**SUPPORT:** Motion seconded.

Ayes: 4                      Opposed: 0

**ii. APPROVAL OF MEETING MINUTES OF JUNE 30, 2010**

Mr. Cochran asked the Board to review the minutes and advise of any necessary changes.

**MOTION:** Moved to approve the minutes of June 30, 2010 as presented.

**SUPPORT:** Motion seconded.

Ayes: 5                      Opposed: 0

**iii. AUDITED FINANCIAL STATEMENTS 2009-2010**

Mr. Cochran moved the Board's attention to the audit. Mrs. Crowetz and Ms. Jacobs reviewed the audit and answered Board member questions.

**MOTION:** Moved to approve the Audited Financial Statements, as presented.

**SUPPORT:** Motion seconded.

Ayes: 5                      Opposed: 0

**iv. FINANCIAL REPORT**

Mr. Cochran moved the Board's attention to the Financial Report. Ms. Crowetz presented the financial statements to the Board.

**MOTION:** Moved to accept Financial Report, as presented.

**SUPPORT:** Motion seconded.

Ayes: 5                      Opposed: 0

**v. AUTHORIZED SIGNATORIES**

Mr. Cochran moved the Board's attention to the change in signatories. Mrs. Crowetz reviewed the change with the Board.

**MOTION:** Moved to approve that the Board of Directors' President of Life Skills Center (LSC) Lee County may designate and approve persons authorized to be signatories on behalf of Life Skills Center Lee County on any such accounts established in the name and on behalf of Life Skills Center Lee County, if he or she deems such designation necessary or advisable, and in connection with such designation, may establish limitations on the authority of the designated signatory, including amounts or requirements for consigners.

**BE IT FURTHER RESOLVED**, that the following are authorized signatories on the bank account: Paul Cochran, April Lattanzi, and Trudy Crowetz.

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**BE IT KNOWN THAT** the Board of Directors further authorizes Trudy Crowetz to have on-line access to the bank account of Life Skills Center Lee County.

**SUPPORT:** Motion seconded.

Ayes: 5                      Opposed: 0

**vi. CAPITAL OUTLAY PLAN**

Mr. Cochran moved the Board's attention to the plan. Mrs. Crowetz reviewed the plan with the Board.

**MOTION:** Moved to approve the Capital Outlay Plan, as presented.

**SUPPORT:** Motion seconded.

Ayes: 5                      Opposed: 0

**vii. STATE OF THE SCHOOL REPORT/ DIFFERENTIATED ACCOUNTABILITY UPDATE**

Mr. Cochran moved the Board's attention to the State of the School Report. Ms. White presented the following:

**Academic/Curriculum**

We recently received our FCAT Reading and Math scores from the Department of Education. We remained the same in Reading but showed an increase in Math scores this testing period. We also had several students pass the FCAT, which will now allow them to graduate with a Standard Diploma rather than a Certificate of Completion.

August 2, 2010 we rolled out our new 2010-2011 Apex classes. This updated set of classes includes more Literacy Advantage courses that will help our students achieve greater success in their course work. Literacy Advantage classes are core curriculum classes aligned with the sunshine state standards but written on a 6-8th grade reading level. We now have all 9th and 10th grade classes available in Literacy Advantage and Standard Curriculum classes.

September 15, 2010 was the last day for all students to complete their 2009-2010 courses. All students were able to complete their classes or have their work rolled over to the new years' courses. We had the opportunity to give feedback to the design team from APEX and give our pros and cons of their software; they looked at our conflicts and did a great job revising many issues. .

We just completed our Spark 3000 Level Set test Monday. This test is given semi-annually to adjust reading levels based on progress. We will be starting our quarterly ScanTron testing cycle for our students next month this will allow us to see the progress of our students in academic classes as well. We try and test our students 3-4 times a year to be able to see significant academic learning gains. Our students will be tested on reading and the current subject they were working on at the time. This data is used to provide evidence that our students are learning and increasing their academic learning gains throughout the year.

**Community Activities**

Since the last board meeting, our students and staff have been on summer break. Upon returning to school and the 2010-2011 school year our school has been involved in numerous back to school events.

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On June 15th, we participated in the Unity in the Community block party located in the Dunbar Community. We had a table set up with information on our school and students there to promote our school as well.

On August 3rd, we participated in Pine Manor's End of Summer Back to School Bash, where we had a table and passed out book bags and school supplies.

On August 10th, we attended the NAACP luncheon where we were able to get up and speak about our school and what we offer at our center.

On August 21st, we participated in the Back to school Bash at the Edison Mall where we had a table set up and were talking to parents and students about our school.

On September 5th, we had a table set up at the Annual James "Boosie" Brunson Basketball tournament that was held at Dunbar High School.

Grace Cordero, our Enrollment Specialist is very active in the Hispanic Chamber and attends all of their meetings and social events on behalf of our school.

#### **Facilities**

LSC-Lee's facility has no new updates.

#### **Successes**

Graduation was June 18, 2010 and it was awesome. We graduated 34 students, seven of which are attending Edison State College this semester. Jordan Palmer was awarded the HOPE scholarship to Edison State College for a 2-year scholarship. Wanson Charlestin was our Salutatorian and he is attending Edison State College on a scholarship from Edison for his academics. Franics Toups has completed his C.N.A. certification from Vo-Tech and is currently working at Lee Memorial. Florida was selected for the Race to the Top funding and I will be participating in a conference call Friday to discuss the opportunities for charter schools to receive funding. We are looking forward to graduation coming in January and have already identified up to 30 students that could be possible graduates in the winter ceremony. We have a lot to celebrate this time of year!

#### **Technology/New Development**

There have been no new developments regarding technology. We have had updated training on all of our online programs including Apex, ScanTron, and Spark 3000 and A+.

#### **Upcoming/Recent Events**

On September 14, 2010, President Obama will be giving his live Education Address to the students at 1pm. We will be allowing our students to watch on TV or online through out the day.

On September 22nd Edward Waters will be giving a presentation on their college and what

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prospective students need to do to enroll at their school.

LSC-Lee will be celebrating Student Appreciation Week (Oct. 11-15), we will celebrate by feeding the students breakfast and/or lunch daily as well as having daily activities to reward the students for their attendance and progress. We will start the week off with a staff vs. student softball game at the Stars Complex and wrap the week up with a skating party at the Net Skating rink.

We will have be having a blood drive on October 18th hosted by the Lee Memorial Hospital. Our Student Government will be hosting a Masquerade Ball in the fall. They are still deciding where and when to host the event. Students have shown interest in several social events they would like to participate in and the Student Government is trying their best to accommodate their requests and interests.

**MOTION:** Moved to approve the State of the School Report, as presented.

**SUPPORT:** Motion seconded.

Ayes: 4      Opposed: 0

**viii. PARENT STUDENT HANDBOOK REVISION**

Mr. Cochran moved the Board's attention to the handbook. Ms. Deal reviewed the vocational revision with the Board.

**MOTION:** Moved to approve the Parent Student Handbook revision, as presented.

**SUPPORT:** Motion seconded.

Ayes: 5      Opposed: 0

**ix. FLORIDA CHARTER SCHOOL CONFERENCE 2010**

Mr. Cochran moved the Board's attention to the conference. Ms. Deal reviewed the information with the Board.

**MOTION:** Moved to the attendance of Sarah White and one additional LSC Lee County staff member at the Charter School Conference 2010 with an expenditure not to exceed \$2,000.00, in accordance with the Board Travel Policy.

**SUPPORT:** Motion seconded.

Ayes: 5      Opposed: 0

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x. BOARD MEETING SCHEDULE 2010-2011

Mr. Cochran moved the Board's attention to the schedule. Ms. Deal reviewed the schedule with the Board.

**MOTION:** Moved to approve the Board Schedule 2010-2011.

**SUPPORT:** Motion seconded.

Ayes: 5            Opposed: 0

xi. GRADUATION EXPENSES JANUARY 2011

Mr. Cochran moved the Board's attention to graduation. Ms. White, Ms. Deal and Ms. Crowetz discussed the previous graduation expenditures with the Board.

**MOTION:** Moved to approve a January 2011 graduation expenditure, not to exceed \$1,500.00.

**SUPPORT:** Motion seconded.

Ayes: 5            Opposed: 0

xi. ERRORS & OMISSIONS INSURANCE REQUIREMENTS

Mr. Cochran moved the Board's attention to premium increase. Ms. Deal and Ms. Crowetz discussed the requirements pursuant to the charter.

**MOTION:** Moved to approve the premium increase expenditure of \$4,499.38 for the additional School Leader's Error and Omission Insurance, as required pursuant to the charter contract.

Ayes: 5            Opposed: 0

F. REMINDER OF NEXT BOARD MEETING

December 9, 2010.

G. ADJOURNMENT:

The meeting was adjourned at 3:26 p.m.

**MINUTES CERTIFICATION**

Approved by the Life Skills Center of Lee County Board of Directors on December 09, 2010.

  
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PAUL COCHRANE, PRESIDENT

12-9-2010  
DATE

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