

James Madison Preparatory High School

Board Meeting Minutes

February 16, 2017

Administration present-Scot Bunch, James Johnson

Board Members present-Justin Davis, Shelly Renfroe, Annette Johnson, Bo Hardee, Kathy Wilder

Faculty present- Mr. Smith, Mr. Tolar, Mrs. Mattair, Mr. Walker, Ms. Law, Mrs. Shartran

Meeting opened at 5:35 by Justin Davis, prayer by J. Davis

I. Approval of Minutes-amend minutes from January to reflect 9%passing on Alg. I EOC retake. Motion to approve by J. Davis, seconded by Shelly Renfroe, all approved.

II. Audit update-Mark Buescher presented results of audit. (see addendum) Lunch deposits were more than lunch receipts. System is in place to verify all receipts/deposits and will be reinforced by administration. Teachers are encouraged to get receipts for all money turned in to front office and to keep their own spreadsheets of monies collected.

III. Financial update-school was over budget on travel. Money was raised to cover all travel expenses by clubs. Funds may not have been assigned to the correct line item when deposited. This could have caused shortfall on travel and excess in lunch.

Mr. Bunch, Mr. Johnson, Ms. Love and Amy will meet on February 23 to do strategic planning/budget for next year. Using that information, a five year long term financial forecast can be done as requested by J. Davis. No textbooks or smartboards are needed for next school year. Six thousand dollars from School Resource Officer funds will be applied towards Mr. Bunch's salary since he is the designated school resource officer. Motion to approve made by J. Davis, seconded by Annette Johnson, all approved.

IV. Communication-school has acquired "One Call" which will be used to notify parents of school events, holidays or emergencies. This system notifies parents by phone, email and text.

V. Teacher time-the Music department was unable to raise all of the necessary funds for the Disney World trip so this has been cancelled. Mrs. Shartran will do something with the kids who were involved in fundraising. The spaghetti dinner is still on Feb. 24th.

VI. Current Enrollment-195

VII. Application update-we currently have applications for half of our incoming freshmen slots

VIII.-Facility update-

a. State mandated repairs have to be done before next school year begins. The handicap ramp must be redone to ADA standards, we need two more water fountains and compliant thresholds for doors. Repairs on sidewalks were completed by Mr. Walker's class. Mr. Bunch will start the process for repairs to be done.

b. Recommendation from Facility Committee- Facility committee will be disbanded until further notice. (Possibly two years)

c. Proposed lease for Lanier school house-proposal brought before board to lease house next to Lanier Field. This facility will need some repairs, but is suitable for use as the Engineering lab and for Guidance office. Portable building can be brought in to house PE equipment and dressing rooms. Additional parking will be available with this lease. Bo Hardee motions to accept lease, Annette Johnson seconded with all in favor. Lease will be executed as soon as possible.

IX. One Call Update-already covered

X. Recommended policy changes-

a. Exam policy- Justin Davis motioned to approve, Kathy Wilder seconded and all approved the exam policy presented by Mr. Johnson.

b. In Absentia-Justin Davis motioned, Bo Hardee seconded and all approved the policy with the addition of a sentence requested by Mr. Davis. He would like to include a sentence that says the board supports the administration's decisions as long as they follow the mission of the school and Florida State statutes.

c. Academic probation-board was given a copy of the academic probation letter which was sent home to parents. Parents are being asked to attend a conference where they will be given a plan for their student's success. If needed, subsequent letters will be sent home by certified mail.

XI. Board training-FCSC membership has been renewed for 2017. After discussion, Mr. Davis made a motion to use their board member training for 2017-18. This was seconded by Annette Johnson and approved by all. Bo Hardee motioned we approve recurring yearly membership and board training with FCSC. Justin Davis seconded and all approved. This enables the finance department to automatically remit payment for membership dues and training without further board approval.

Next Meeting is scheduled for **Tuesday**, March 21st.