

Goodwill Academies of Southwest Florida, Inc.

MINUTES

Goodwill Industries of Southwest Florida, Inc.
4940 Bayline Drive
Fort Myers, FL 33917

July 19th, 2010

Present:

Betsy Russell, President	Raymond Holland, Goodwill Chair	Tom Feurig, Goodwill President
Ron Byrd, Vice President	Pat Mann, Ex-Officio Board	Bob Haenggi, V. P. of C.D.S.
Dale Schneider, Board	Lynn Pottorf, Principal	John Doramus, Vice President
Michael McKinley, Board	Audrey Edwards, Parent Rep.	Stacey Pianka, Finance Director
		Alice DeClemente, Minutes

Betsy Russell called the meeting to order at 2:40 p.m.

Approval of Minutes

Betsy Russell asked if there were any questions or corrections to the minutes and there were none. **Dale Schneider made a motion to accept the Minutes as presented; Ron Byrd seconds the motion. All were in favor. Motion carried.**

Review/Approval of May and June 2010 Financials

There was discussion and review of the financials, which Stacey Pianka took the lead. Ron stated that this has been the best year since we opened the school in terms of costs. Ron Byrd made a motion to accept the Financials as presented; Dale Schneider seconds. All were in favor. Motion carried.

Principal Update

- Lynn distributed copies of the Annual Report to Board for School Year 2009-2010, which she created for the board and it covers the goals that were set for her as principal and accomplishments. Lynn reviewed with committee and answered questions about the report.
- Lynn stated she is very proud of the results from Florida Alternative Assessment Report – Some students were only tested in some subjects, some in all subjects, but the majority of students were successful under the achieved and commended categories: 78% Reading, 89% in Math, 90% in Science.
- Lynn reported she was not able to achieve the actual number of enrolled students this year but did do very well with the weighted numbers.
- Ms. Pottorf stated that there were a lot of vocational trips the students were taken on as well as bringing students back and forth to work and is happy to say they still have managed to keep the fuel bill down.
- Conducted parent survey with an 87% return rate exceeding goal.
- Enrolled 7 new students for the 2010-2011 year, which takes the total to 39 (majority of them are younger and sixth graders along with 1 tenth and 1 eleventh grader. Students who left were of a lower matrix and new ones are of a higher matrix.
- Still need three board members to get fingerprinted before the audit, which is coming up. Tom Feurig suggested a letter be sent to them to take care of this requirement or relinquish their seat on the board.
- Lynn said the Open House for the school is Thursday, August 19th from 5:00 pm to 7:00 pm and all are welcome.

Betsy stated that at this time the procedure for Lynn's evaluation is that she will meet with Bob for the review and Betsy will observe. Betsy suggested that Bob and Lynn also meet to sit down and develop goals for the 2010-2011 school year and then bring them to the next meeting to review with the board for their review and approval.

Public Comment on Agenda Items

There were no public comments.

Advisory Council Representative Comments

Betsy invited Audrey Edwards to share any comment(s) she may have. Ms. Edwards said that she does a lot work with the Chamber of Commerce and uses every opportunity to mention the L.I.F.E. Academy and the good that Goodwill does in the community. She also stated that she was invited by Kirsten O’Donnell of Goodwill to be a speaker at the Christmas in July Event on the 22nd and intends on bringing her son, Hunter with her. Audrey inquired if students are required to be residents of Lee County and Lynn Pottorf confirmed that while the school is for residents of Lee County, a parent or guardian wishing to enroll their student at L.I.F.E. Academy can do so if they get a waiver from their own school district and understands that they would be responsible for their own transportation or possibly making provisions to meet within county lines.

LIFE Academy Policies & Procedures

In June Mike McKinley distributed the 14-page Proposed License Agreement with **NEOLA®** at the board meeting for the committee’s review. The License Agreement reviewed in part during today’s meeting stated **NEOLA®** provides school districts with a complete service for developing and updating Board Bylaws and Policies, Administrative Guidelines/Procedures, Forms, Staff Handbooks and Student/Parent Handbooks in electronic and printed format. Tom Feurig stated he believed having a contract like this is in the best interest of the school and Goodwill Industries. He appreciates the fact that the board is considerate of the cost but contracting for these services is a good idea and he encourages it. He stated he believed Goodwill would support the cost. The cost for the License to the Board Adopted Edition of the Bylaws and Policies, NEOLA’S consultation, and other good and valuable consideration provided by them is \$17,755.00 to be paid out in four payments as follows:

Fee Schedule

Fiscal Year 2010-2011	\$4,855
*Fiscal Year 2011-2012	\$4,300
*Fiscal Year 2012-2013	\$4,300
*Fiscal Year 2013-2014	\$4,300

Note: Cost is \$2,500 per year thereafter for updates.

*The amount due in Fiscal Years 2011-2012, 2012-2013, and 2013-2014 includes fixed subscription fees for the regular updates for which the District will receive each year. (See page 12 of Proposed License Agreement.)

There was a lengthy discussion by the board in their review of the proposed license agreement. Mike McKinley said he would recommend **NEOLA®**. **Ron Byrd made a motion to accept the proposal and authorize Betsy Russell as Chair to sign the License Agreement Contract with NEOLA, Inc. and to proceed with getting the policies and procedures required by law in place as soon as possible. Dale Schneider seconds the motion. All were in favor. Motion was carried.**

New Business

• Bob Haenggi stated that Lynn, Rick, and he met to operationalize the strategic plan and they will start out the year and end it as previously suggested with an average of 43 students and thereafter following the plan to increase that number the following year (2012) to 65 and then in 2013 jump to 100 students. Part of the plan is also to continue search for a new alternative location for L.I.F.E. Academy and take a look at options on how we can grow our charter school initiative. Rick, Tom, and Bob will meet with Mike McKinley and Superintendent of Charlotte County Public Schools Dr. David E. Gayler on Wednesday, July 28th to have a preliminary discussion on Charlotte County as a potential option. Bob said our increased enrollment program plan is fully operational. Updated new brochures have been distributed just about everywhere. Lynn and Ketinna have been working on distributing them in places children with special needs are served, Special Populations, Boys and Girls Clubs, as well as all the Goodwill stores, and our Job-Link Centers. Goodwill is

New Business (*continued...*)

also looking at adding the schools' announcements, which play through the musac system in our stores. He further said Goodwill is trying to do an additional print media story for the summer such as the one provided for the board to see today on Chris Walker. Lastly, he said Goodwill is also taking a look at some potential low-cost temporary billboards to help drive the numbers up. We told Lynn that we believe that we will probably exceed the 43 number for the next school year, which is our threshold and Lynn will be working with us on this end and will be making some decisions at that point when to add another teacher. It is based on the needs of the students.

- Bob Haenggi reminded the committee that the Charter School Conference is on Monday November 8, Tuesday November 9, and concludes on November 10. Bob said he needs to know who would like to attend the conference prior to Oct. 22 because after that date the registration jumps up to \$55.00. Stacey and Bob attended last year and reported it was extremely informative with excellent workshops for board members, which he attended as well. If anyone is interested please let Alice or Bob know. To date no agenda has been listed on the website but he will keep checking.
- Stacey reported that until recently the accounts for the Charter School have been with Bank of America but due to increasingly high costs, Lynn and Stacey have been working on changing bank accounts in the interest of saving money and will now be banking with Florida Community Bank. Stacey has the paper work with her and needs required signatures to complete the process.
- John Doramus, Vice President of Finance for Goodwill told the board that Goodwill is in the process of issuing a new RFP for an auditor for both the agency and the school. In the meantime King & Walker, CPAs, PL will conduct the current audit for L.I.F.E. Academy.

Next Meeting

Ron Byrd made a motion to skip the scheduled August meeting since it is only two weeks away and instead meet at the next scheduled meeting. Mike McKinley seconds. All were in favor. Motion carried. The next meeting is **MONDAY, SEPTEMBER 13th 2010 at 4:00 p.m.** at the administrative offices of Goodwill Industries of Southwest Florida, Inc. the board room. **Dale Schneider made a motion to adjourn the meeting; Audrey Edwards seconds. All were in favor. Motion carried.** Board adjourned at 3:40 p.m.