

Goodwill Academies of Southwest Florida, Inc.

MINUTES

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

September 13, 2010

Present:

Ron Byrd, <b>Vice President</b>	Raymond Holland, Goodwill Chair	Tom Feurig, Goodwill President
Roger Bradley, <b>Secretary/Treasurer</b>	Pat Mann, Ex-Officio Board	Rick Evanchyk, Sr. V. P.
Michael McKinley, <b>Board</b>	Lynn Pottorf, Principal	Bob Haenggi, V. P. of C.D.S.
Audrey Edwards, <b>Parent Rep.</b>	Stacey Pianka, Finance Director	Alice DeClemente, Minutes
Allen Humfleet, <b>Board</b>	Tom Young, Representative from NEOLA®	

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**Ron Byrd called the meeting to order at 4:05 p.m. Betsy Russell had a family emergency and could not be present.**

Approval of Minutes

Ron Byrd asked if the committee had any comments or corrections to the minutes and there were none. **Mike McKinley made a motion to accept the Minutes as presented; Allen Humfleet seconds the motion. All were in favor. Motion carried.**

Public Comment on Agenda Items

There were none.

Policy and Procedure Update

Mike McKinley introduced **NEOLA®**, representative, Tom Young, Esquire who is an Educational Consultant developing and updating Board policies, administrative procedures, and correlated forms in electronic or printed format for boards under the License Agreement with them. Tom Young presented a detailed PowerPoint presentation on the process and reviewed the License Agreement and basic structure of the partnership. He stated that the name **NEOLA®** is an acronym for N. E. Ohio Learning Association. Its clientele covers 7 states with over 1,000 clients, 10 school districts, and one charter school; we would be the second. Mr. Young said **NEOLA®** would develop a brand new set of policies for the school, which will be followed by procedures. The forms will all be hyperlinked and will work together on line; and are very user friendly along with a word searchable program. However, **NEOLA®** has one feature that is not negotiable, and that is the number system. Changes are made bi-annually and come two times a year and if there is an emergency, there will be a legal alert sent. There is no timeline; it's up to Goodwill. **NEOLA®** provides its clients with a set of template policies and there are ten sections, which were noted in the presentation. Tom Feurig stated this is a big task but it is to protect Goodwill especially as we move forward and grow. Mike McKinley suggested one board member and someone for the school along with a representative from Goodwill work on this. **Bill McDaniel made a motion to form a committee to be comprised of Lynn Pottorf, Bob Haenggi, and one board member to take on this task. Roger Bradley seconds the motion; all were agreed. Motion passed.** Bob Haenggi said he will communicate to the board on the progress.

Review/Approval of July 2010 Financials

Stacey Pianka reviewed the financials for July 2010 and asked if there were any questions. Stacey stated that the financials were not completed by the time the budget was done but it is still favorable. There was a brief discussion followed by a **motion from Roger Bradley to accept the Financials as presented; Bill McDaniel seconds. All were in favor. Motion carried.**

### **Budget 2010-2011**

Committee reviewed 2010-2011 Budget, which included potential for 4 buses and 4 drivers and is more than the previous year. Lynn Pottorf also stated that there is a 2% raise for the teachers and all staff. She also stated there may be a need for another driver but not at this time. Bill McDaniel asked Lynn to provide a comparison to last year. A short discussion followed and then **Allen Humfleet made a motion to accept the budget as presented; Audrey Edwards seconds the motion. All were in favor. Motion carried.**

### **Principal Update**

- Lynn stated the opening went great and that they started out with 41 students but now have 40.
- Lynn also said that 10 students have already relocated, which has caused problems with the bus routes.
- Lynn said the state is required to evaluate the performance of all students in public schools and that includes L.I.F.E. Academy to make sure they have made adequate yearly progress (AYP). L.I.F.E. Academy students are not required to take the FCAT but are under the AYP Plan for improvement and that includes specific criteria for determining and reporting and for us it must be in by September 30<sup>th</sup>. She further stated there is no sub-group for special needs, which is the whole school. They won't grade us but will put us in Prevent 1 and Prevent 2 but won't close us down. This will not affect our funding as 90% of schools did not make letter grade A and did not make AYP.
- Lynn reported that there are lots of new students and younger ones, which is great for the school and for the students to have this continuity where they are in middle school at L.I.F.E. Academy and an easy transition to our high school.
- Lynn stated that her referrals to date are still coming from other teachers, parents, and schools rather than media sources.
- Ms. Pottorf also said there is a new magazine called SWFL Special Needs Family with its first edition introduced September 2010. She would like to get the L.I.F.E. Academy targeted in it, possibly in their October issue because it is Down Syndrome Month.

### **Advisory Council Representative Comments**

- Audrey Edwards said she was thankful to Goodwill who invited her and her son, Hunter to Goodwill's Christmas in July event on July 22<sup>nd</sup> and said it was a wonderful experience. Tom Feurig thanked Ms. Edwards for being a presenter at the event and for her and Hunter's participation.
- Ms. Edwards would like to display penny containers identifying the Penny Power program for customers to contribute to if they want to and asked if it was allowed. Lynn P. said it was allowed and appreciated.
- Ms. Edwards expressed concern over the lack of security at the school and inquired about doing a fundraiser to purchase equipment or find someone to donate it.
- Audrey also said it would be great if there was a recreational space for the students outside, and she would be very interested in helping with a project like that if others were interested too. Ron Byrd said to work with Bob Haenggi and Lynn about spearheading either one or both project(s).

### **Board Bonus and Performance Goals**

Bob Haenggi stated that Lynn Pottorf received both her bonuses and met annual performance goals. The handout distributed at this meeting is a copy of her new goals, which Bob reviewed with the board numbered 1-5. He asked if there were any questions and there were none.

### **Board Member Terms**

Bob Haenggi said some of Academy board members' terms will expire this month (Roger Bradley, Dale Schneider, Bill McDaniel, and Hatton Rogers). We will discuss with Betsy at the October meeting. Bob also asked that if any board member would be interested in serving as an officer please let him know.

**New Business**

Bob Haenggi announced that the monthly Board Minutes starting with July 19<sup>th</sup> 2010 will now be posted on the L.I.F.E. Academy's website. The plan at this time is to always run the three most current ones.

**Public Comment on any Related Topic**

There was no comment.

**Next Meeting**

The next meeting is **MONDAY, OCTOBER 4th 2010 at 4:00 p.m.** at the administrative offices of Goodwill Industries of Southwest Florida, Inc. the board room. **Bill McDaniel made a motion to adjourn the meeting; Audrey Edwards seconds. All were in favor. Motion carried.** Board adjourned at 5:41 p.m.