



Ina A. Colen Academy

Governing Board Meeting

** Zoom ID 326 790 1186

**Dial in 929-205-6099

Tuesday, September 15, 2020 @ 6:00PM

VISION

Ina A. Colen Academy will educate the hearts and minds of students and families in an environment where everyone belongs, works together, and thrives.

MISSION

To cultivate passionate learners in an inclusive school community in which individuality and diversity are valued and students develop understanding and empathy for others through collaboration and active learning.

Meeting Minutes for September 15, 2020

Board Members Present: Robert Colen, Janet Behnke, Kay Fleischaker, Dr. Mery Loussada, Dr. Harvey Taub

Staff Present: Ken Colen (Trustee), Rebecca Rogers (Foundation), Dr. Christy Noe (Collaborative Educational Network, Inc./IACA Consultant), Dr. Jennifer Languell (Collaborative Educational Network, Inc., IACA Consultant) Jim Walkup (OTOW PM Construction), Linda Massarella-Aiosa (OTOW Marketing), Kinley Rogers (OTOW).

Public: Member from the public was present but did not speak.

Agenda

1. Call to Order- 1 minute

Meeting was called to order by RC at 6:02PM.

2. Additions or corrections – Up to 2 minutes

None.

3. Approval of Minutes – Up to 2 minutes (Attachment A)

Motion: I move to approve the minutes from the August 18, 2020 board meeting.

Motion: KF; Second: ML; Motion passed.

4. Welcoming Ritual- 5 minutes (Christy Noe)

“One day I wish I could...”

5. Reports – Up to 15 minutes

a. Facility – 5 minutes (Ken Colen, Robert Colen, Christy Noe, Jennifer Languell)

JW reported that a contractor has been selected. The DD were at 90%; would begin construction in April/May 2021 and anticipated to take about 7 months. JL reported on specialty classrooms and talked about equipment in each. Posed question about whether or not to purchase all of the furniture at once or in phases. DiVinci Lab, Science Lab, Robotics Lab, Specialty Studio/Media Production/Photography, STEM room, Music/Chorus room. Had 2 meetings to discuss finishes/colors/FF&E and technology.

b. Finance – 5 minutes (Robert Colen, Christy Noe) **(Attachment B)**

RC reported that team met three times and reviewed responses to RFP. Provided a timeline of activities and thought since we aren't in a hurry to hire someone; we could gather more information and see if there are additional companies we meet at charter school conference and send out RFP again to compare “apples to apples” in responses.

Motion: I move to not make a decision/recommendation on any provider for a back office service provider and re-release the RFP after the charter conference in early November.

Motion: KF; Second: JB Motion passed.

c. Consultant – 5 minutes (Christy Noe) **(Attachment C)**

CN reported on tasks for past month. Focus was on finishing Principal process, timeline and working with finance committee on RFP responses. Working closely with facility team to provide feedback on security cameras, technology, FF&E, etc. , working with OTOTW marketing team on social media and website to continue to get message out. Started charter contract deadline list.

d. Calesa Update – 5 minutes (Ken Colen, Rebecca Rogers, Jim Walkup)

JW gave update. Getting closer to starting construction. Looking at April or May 2021 and taking about 7 months. Have fence up and information coming on homes soon.

6. Old Business – Up to 15 minutes

a. Principal Recruitment Process/Timeline – 10 minutes **(Attachment D)**

CN reported on timeline. Post position in Nov. and resumes/cover letters due by Dec.31. First round of interviews by phone first week of Jan. They will be conducted by her team. Field will be cut in half, then will add a board member to the team and be zoom interviews. Team will use a rubric for each candidate and narrow field down to 2-3 candidates. Board will select final candidate in face-to-face interview. (if possible). Discussion about benefits, job description in year 1 vs opening year. KC, RC, and CN will circle back to discuss.

b. Public Records/Sunshine Laws Policy – 5 minutes **(Attachment E)**

Discussion about policy and cost per copy. JB reviewed after CN and MGA developed and it was sent to board showing comments and track changes. Discussed proposed changes and CN will make decided upon changes and put on consent agenda for next meeting. JB will review before next meeting to ensure all changes are incorporated.

c. Committee Update – 5 minutes (Christy)

CN emphasized the importance of use of committees for “doing the work” and then reporting on the work at board meetings through committee reports. If more than one board member attends a committee meeting, it has to be publicly noticed. Next step is to decide on standing committee meeting dates and post on website so others can attend if they want to. This streamlines the work, especially the closer we get to opening school.

7. New Business

a. Groundbreaking Ceremony- 10 minutes (Ken Colen, Rebecca Rogers)

RR, LM, KR reported that the IACA groundbreaking will be October 23rd at 9AM. Board members should send invitees to RR. They are working on invitation and CN is working on some type of PBL activity for the day.

8. Next Steps

Announcement that the Statewide Charter School Conference is Oct 20-21 in Orlando. Details are on the FLDOE website. Next year they should plan to attend, but this year it is just a good idea if they can attend.

9. Optimistic Closing – 3 minutes (Christy Noe)

Who will I invite to the groundbreaking? As a board member I am the connection from the school to the community.

10. Adjourn

Motion to adjourn was made by JB; meeting adjourned at 7:13PM

Next Meeting: Tuesday October 20, 2020 @ 6PM