

**INVEST Collegiate Consortium, Inc.
d/b/a INVEST COLLEGIATE – Transform
and
d/b/a INVEST COLLEGIATE – Imagine**

Board of Directors

SPECIAL MEETING MINUTES

Meeting Date: November 12, 2015, 8:00pm,

Location: Invest Collegiate Transform

Directors Present: Linda Comer, Patricia Robinson, Carolyn Smith, Dr. Eddie Hoover

Advisory Board Members Present: Dr. Antoinette Ellison (for Transform)

Others Present: Dr. Thomas Miller, executive director

6:30pm Linda Comer calls the meeting to order. Welcome to all board members and advisory members present.

➤ **Meeting Agenda**

- **Motion** by Carolyn Smith to add the technology platform item to the agenda. Second by Megan Medley.
- **Vote**
 - Unanimous approval. Motion carried.

➤ **October Meeting Minutes**

- **Motion** by Carolyn Smith to approve meeting minutes from October 15, 2015. Second by Patricia Robinson.
- **Vote**
 - Unanimous approval. Motion carried.

➤ **Nominating Committee Report**

- The board has interviewed Debra Frazier and brings her forward as a board member and recommends that she join the board.
- **Motion** by Carolyn Smith that Debra Frazier become our newest board member. **Second** by Patricia Robinson.
- **Vote**
 - Unanimous approval. Motion carried.

➤ **Public Comment**

- Parents and community forward express their opinions and concerns.
- Overall Trends:

- Execution of its charter—gaps between the charter and the school.
- No gym
- Too much time spent on behavior
- Not good effort made in restructuring classroom size
- No collaboration among collegiate leaders
- Promise about a high school not being delivered
- Lack of parental involvement before deciding problems
- Communication is late and not timely
- No technology, no technology plan.
- Teachers don't have laptops

➤ **Transform High School Plan**

- Carolyn Smith asks if parents are willing to have a limited 9th grade curriculum. Dr. Ellison explains that parents have been informed of the potential limitations.
- Patricia asks about the financial situation. Dr. Ellison says space each year would be different. We will still be in a deficit at the end of this year. Current reality is that we are operating at a major deficit.
- Dr. Miller said that the parent responses were about 50/50 on the two options.
- Linda Comer asks Dr. Ellison what she will do if the board moves forward with Plan B. She said she has already been considering this option. The obstacles include:
 - Space
 - Course offerings
 - Virtual high school
 - Up-fit to have a science class to meet all the students
 - Think about safety and security
 - How to create that high school experience
- Carolyn says that fiscally it might not be the best decision for all our students
- Megan Medley asks about virtual high school options. Dr. Ellison says there are many course offerings. Dr. Miller says that this could be a challenge given that we are a year round school and virtual schools are usually traditional school model.
- Dr. Ellison says adding 9th grade would strain staffing resources and financial resources. She says she doesn't want to continue to break promises and let people down. Adding 9th grade would add stressors.
- Dr. Miller says the costs of the additional permitting is good for 3 years.
- Patricia asks if the building could be done in phases. Dr. Miller says yes.
- Linda asks what would be different if we became a K-8 school. What is her vision that would be different and better?
 - Dr. Ellison says we would put the resources into curriculum and professional development.
- Linda mentions creating a committee to continue planning the Transform High School Option with high school.
- Patricia asks about how we will support 8th grade families. Dr. Ellison says she has already been meeting with families to discuss specialty programs, magnet schools, IB programs, and local charter school schools. We have 58 8th graders and will support all of them.
- Jenn speaks about the costs of a high school curriculum

- **Motion** by Carolyn Smith that Invest Collegiate move forward with option A to maintain a K-8 school with the high school option on pause to be considered in the planning in the coming years. Second by Dr. Hoover.
 - **Vote**
 - Unanimous approval. Motion carried.
 - Carolyn Smith asks for staff to be advocates for 8th graders
- **Imagine Campus Search Committee**
- Carolyn Smith presents an update from the committee. Currently, there are two potential sites:
 - Location 1: existing structure, existing classrooms. But will require expensive repairs
 - Location 2: lots of land and fields, but vacant lot that would require a building.
- **Imagine Head of School Report and Finance Report**
- Linda Comer asks about academic achievement goals
 - Discussion about appropriate goals for end of grade tests
 - Jennifer Townley presents the finance report
 - EC count needs to be updated, that should increase our state funding
 - We will wait to make a motion on the budget until January
 - Imagine Budget needs some adjustments.
 - **Motion** by Carolyn Smith to accept the budget report imagine. Second by Debra Frazier.
 - **Vote**
 - Unanimous approval. Motion carried.
- **Transform Head of School Report**
- Dr. Ellison present the Transform head of school report
 - Discussion around discipline plan
 - **Motion** by Carolyn Smith to approve the new hires as listed in Dr. Ellison's report. **Second** by Patricia Robinson.
 - **Vote**
 - Unanimous approval. Motion carried.
 - Patricia asks about school climate report for Transform. Dr. Ellison responds that the report is coming. She also reports that all EC compensatory services have been completed
- **Transform Finance Report**
- Dr. Miller and Dr. Ellison explain that as we lose students, we lose the funds that follow the students. We are looking at bringing in new students in January
 - With this budget, we will have a net surplus of \$216,000
 - Dr. Miller hopes to bring forward:
 - Short term loan to cover short term expenses—furniture paid at the beginning of the school year.
 - Phase II architecture costs--\$600,000—would like to put this in with the bond

- Will be resuming conversations with the bond
- **Motion** by Carolyn to accept the financial report by transform. Second by Dr. Hoover
- **Vote**
 - Unanimous approval. Motion carried.

➤ **Executive Director Report**

- We still need to establish
 - Finance Committee
 - Governance/Policy Committee
- Technology structure
 - Laptops for teachers, smart tvs, and ipads for students
 - Already approved in the budget
 - Need technology plans in place
- Board Retreat Dates
 - Will discuss via email
- Compliance reports
 - Based on the results of the audit, Dr. Miller's guess is that we will not be removed for non-compliance status
- Architecture invoice
 - Dr. Miller recommends offering something in good faith—probably 5% or 10%
 - Motion by Carolyn to make a 10% payment of the Architecture bill. Second by Dr. Hoover.
 - Carolyn withdraws her motion and Dr. Hoover
 - Megan Medly discuss setting up a payment plan.
 - Ms. Frazier suggests paying them a good faith payment of 10% and then doing a payment plan.
- **Motion** by Carolyn that IC pay 10% of the Little Architecture invoice around \$18,000. **Second** by Debra Frazier.
- **Vote**
 - In favor: Debra Frazier, Patricia Robinson, Megan Medley, Carolyn Smith.
 - Opposed: Linda Comer.
 - Motion carried.
- Proposed revise fiscal policy
 - Allow electronic payment system
 - **Motion** by Carolyn Smith that IC adopted the revise policy. **Second** by Debra Frazier
 - **Vote**
 - Unanimous approval. Motion carried.
- **Treasurer**
 - **Motion** by Carolyn Smith that we appoint Debra Frazier as treasurer. Second by Patricia Robinson.
 - **Vote**
 - Unanimous approval. Motion carried.
- **Vice-Chair**

- **Motion** by Patricia Robinson that we appoint Dr. Hoover as the vice chair for the board. **Second** by Carolyn Smith
- **Vote**
 - Unanimous approval. Motion carried.

➤ **Upcoming meetings:**

- Next board meeting—January 14th
- Board retreat in December

➤ **Adjournment**

- **Motion by Carolyn to adjourn. Second by Megan Medley**
- **Vote**
 - Unanimous approval. Motion carried.
- Meeting adjourned at 9:02pm

Respectfully submitted by Patricia Ryan Robinson, board secretary