

Ivy Hawn Special Board Meeting
April 25th, 2019
MINUTES

ATTENDEES:

Kelly Conway, April Atkinson, Michelle Chin, Greg Ruffin, Desiree Drager, Annette Martinson, Angelo Patane,

Meeting was called to order at 6:03 pm by Angelo Patane

Public Comment

None

Approval of Minutes

The minutes from the February 28th and March 28th meetings were read and discussed:

- Motion to approve – April Atkinson
- Seconded the motion – Annette Martinson
- All approved.

Finalize Management Company Terms

Mrs. Conway passed out a document titled “Loan Agreement Covenants” regarding the bond and the compliance pieces the management company was responsible for.

Ms. Martinson asked to add a disclaimer to include “any change/ additional financial reporting by the state” be added to document. Mr. Ruffin suggested that the board come together and appoint two people to work with him to come up with a new management contract with some new parameters based on what the board decides tonight (rehiring the company and the cost). The preliminary budget for next year was addressed with the proposed staffing changes. The proposed management fees of \$250,000 were used in this budget draft.

A motion was made by Michelle Chin to rehire Ed Futures for a fee of \$250,000. Ms. Martinson and Mrs. Conway will meet with Mr. Ruffin to finalize the contract before signing.

- Motion to approve – April Atkinson
- Seconded the motion – Annette Martinson
- All approved.

Principal’s Report

Ivy Hawn will have an alternative bell schedule next year due to the changes to the district schools’ schedules. We will now operate from 7:50am to 3:00pm. The new traffic pattern is going well. We can clear the after school parking lot in 11 minutes in a much safer manner. One

issue that we are having involves students crossing on Ohio Street. There are some disconnected sidewalks and no crosswalks. Mrs. Conway has a meeting with the Lake Helen Police Department and a school district traffic representative to help us with these concerns.

Ed Futures Update

Mr. Ruffin discussed that a board of directors was formed to develop an Ivy Hawn High School two years ago. This board was never dissolved once the project was dropped. Ed Futures is currently working on the process of dissolving that board. Ms. Chin requested that once the board is dissolved, Mr. Ruffin made a statement in the paper saying the high school board is dissolved and that it does not reflect or relate to Ivy Hawn.

Maintenance Position

Ivy Hawn advertised in the paper for the maintenance supervisor position. Mrs. Conway collected the resumes that were turned in and presented them to the board. Ms. Martinson said that the board needs to ask each candidate the same questions and a line needs to be added to the contract for this person saying that they must hold a valid driver's license. The board decided that Mr. Patane and Ms. Martinson will sit on the interview team on May 10th for the interviews.

Financial Reports

A first reading of the budget was completed. The budget cannot be approved until the second read and must be approved by the end of May.

Net Zero

Mr. Ruffin passed out a copy of the Net Zero invoice for the LED lighting. This invoice is for work that was outside the original scope of work that the board had already approved. It had to be done in order to keep us in compliance with building code. The board asked to see the original contract with line items in order to make sure that there are no duplicate charges. Mr. Ruffin brought in the final invoice for the project as a whole and it came up less than the board approved estimate.

April Atkinson made a motion to approve payment of the Net Zero invoice

- Motion to approve – Michelle Chin
- Seconded the motion – Annette Martinson
- All approved.

Construction Update

We received an invoice for two issues that had to be fixed after the construction was complete. One involved the air conditioner for the new building. It was based on the air unit in the Volleyball Gym which became non-operational. It was discussed that these amounts were not brought before the board. The maintenance worker approved several items on this invoice without going through board approval. The board recommended paying this invoice for everything but the shelving charge and requested a meeting with Ticon to discuss.

A motion was made to approve payment all but the \$9,000 shelving charge for this invoice

- Motion to approve – Michelle Chin
- Seconded the motion – Annette Martinson
- All approved.

Motion to Adjourn: Angelo Patane at 8:44pm