



The **Mission** of MYcroSchool is to provide a premiere high school drop-out recovery program engaging students through relationship-focused, high-tech, and rigorous learning experiences resulting in

**Real Learning for Real Life<sup>®</sup>**

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**DUVAL MYcroSchool OF INTEGRATED ACADEMICS AND TECHNOLOGIES**

**BOARD OF DIRECTORS**

**FINANCE WORKSHOP & BOARD MEETING**

**Wednesday, June 3, 2020 \* 4:00 p.m.**

**Minutes**

**1. CALL TO ORDER (Establish Quorum)**

Mrs. Owens-Thompson called the meeting to order at 4:09 pm. A quorum was established.

**Members Present:** Kevin Johnson, Jayne Owens-Thompson, LaDon Washington, Edna Washington

**Members Absent:** Claresa Baggs

**Guests:** Joy Baldree, Danita Smith, John Fuller, Candace Kerns, Hillary Lee

**2. CONSENT AGENDA**

- A. **Approved** Meeting Agenda for June 3, 2020
- B. **Approved** Regular Meeting Minutes for March 25, 2020
- C. **Approved** Emergency Meeting Minutes for April 14, 2020
- D. **Approved** Emergency Meeting Minutes for April 28, 2020
- E. **Approved** Emergency Meeting Minutes for May 13, 2020

***On a single motion from LaDon Washington and seconded by Edna Washington, the Consent Agenda and meeting minutes for March 25, April 14, April 28 and May 13, 2020 with the following corrections: **Corrections to May 13, 2020 meeting minutes: Jayne Owens/Thompson presided, Kevin Johnson absent*****

**3. PUBLIC COMMENT ON AGENDA ITEMS**

None

**4. BUSINESS/FINANCE**

- A. **Received** Financial Statements through April 30, 2020

You are ending the month with a strong cash balance position.

***The Board received the financial statements through April 30, 2020 as presented.***



- B. Approved** Audit Engagement Letter from James Moore & Co., P.L.  
James Moore has sent an audit engagement letter to the Board for signature.

***On a motion from LaDon Washington and seconded by Jayne Owens-Thompson, the Board unanimously approved the Audit Engagement Letter to be signed by the Board President.***

- C. Approved** Asset Disposals  
Before pandemic, the school inventory was taken. There is a list of items that need to be disposed and come off the inventory list for the school. The items will be taken by a free disposal company.

***On a motion from LaDon Washington and seconded by Jayne Owens-Thompson, the Board unanimously approved the asset disposal list for Duval MYcroSchool as presented.***

- D. Approved** Proposed Budget for Duval MYcroSchool FY2020-2021  
1. **Tabled** 2.5% Increase for Teachers and Staff after October 2020 FTE  
Baldree – based on projection of 230 students. This is based on current FTE funding; the FTE funding can change. House based bill that minimum teacher salary will be \$47,500; still waiting on approval from Senate. Will continue to monitor and update. New percentage of fees is approximately 20%

***On a motion from Jayne Owens-Thompson and seconded by LaDon Washington, the Board unanimously approved the Annual Budget for Duval MYcroSchool for SY 2020-2021 as presented.***

***The Board has tabled discussion and approval for the Teacher and Staff increases until after the October 2020 FTE count.***

## **5. PERSONNEL SUPPORT SERVICES**

- A. Approved** NEWCorp to Develop 2020-2021 Employment Letters for Duval MYcroSchool Principal and Staff

***On a motion from Jayne Owens-Thompson and seconded by LaDon Washington, the Board unanimously approved NEWCorp to develop 2020-2021 Employment Letters for Duval MYcroSchool Principal and Staff.***

- B. Approved** Board Chair Designee for Signing Staff Employment Letters

**OUR STUDENTS** will view their future with optimism, find success as self-directed learners, and contribute to society.  
**OUR STAFF** will be empowered to make a difference in an environment of respect, recognition and professional growth.  
**OUR COMMUNITY** will benefit from the success and contributions of our students.

***On a motion from Jayne Owens-Thompson and seconded by LaDon Washington, the Board unanimously approved Mrs. Maldonado as the Board Chair Designee for Signing Staff Employment Letters. Mr. Johnson will sign Mrs. Maldonado's employment letter.***

**C. Discussed/Approved Florida Leadership Evaluation**

Mrs. Smith discussed Mrs. Maldonado's Leadership Evaluation that was presented in the Board packet. For Domains 1, 2 and 4, Mrs. Smith recommends a rating of Highly Effective, Domain 3 recommends a rating of Effective; with an overall rating of Highly Effective. After discussion, the Board agrees with these recommendations.

***On a motion from Jayne Owens-Thompson and seconded by LaDon Washington, the Board approved Mrs. Maldonado's Florida Leadership Evaluation with ratings for domains 1, 2 and 4 of "Highly Effective," a rating of "Effective" for domain 3 and an overall rating of "Highly Effective."***

**D. Approved Florida Leadership Evaluation Process for 2020-2021**

Ms. Baldree discussed the options available for the Florida Leadership Evaluation process for 2020-2021. In the past, the Board has conducted the evaluation with the assistance of NEWCorp's Director of Education.

***On a motion from LaDon Washington and seconded by Jayne Owens-Thompson, the Board unanimously approved that the School Leader Evaluation be conducted using the Florida tool with the assistance of NEWCorp with the process.***

**6. REPORTS TO THE BOARD**

**A. Principal's Report**

Highlights include:

- As of today's date, we are currently at 90 graduates. Congratulations to all the graduates!
- Kudos to teaching staff for their continued work through the ongoing changes with the virtual learning environment due to COVID.
- Registrar hired – Renee Shie; currently interviewing for Administrative Assistant and ITA

**B. Data Report**

Highlights include:

- End-of-Year growth for Math was 1.2 years growth; for Reading 0.8 years growth
- Numbers may be skewed due to virtual learning
- Reading teacher has been hired and we are in the process of hiring ITA. We realize that our students need as much support as possible for Reading.

**C. NEWCorp Florida Update**

Nothing at this time

**7. BOARD BUSINESS**

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**A. Discussed Threat Assessment Policy and Procedure Review**

Mrs. Maldonado discussed the document presented in the board packet. We may need to hold an emergency board meeting to make changes to the current policies and procedures in place. The threat assessment policy and procedures for the school are approved annually. Mr. Washington recommended additional staff training for an active shooter through Paradigm Tactical for approximately \$1500. This training is done by JSO SWAT Team members. Department of Homeland Security will do a reasonable threat assessment free of charge.

**B. Approved Out-of-Field Waiver for Benjamin Scherzer**

Mrs. Maldonado asked the Board to approve an Out-of-Filed for Reading endorsement for Mr.

***On a motion from LaDon Washington and seconded by Edna Harrington, the Board unanimously approved the Out-of-Field Waiver for Benjamin Scherzer.***

**C. Approved TinyEYE Therapy Services Contract for SY 2020-2021**

This is the ESE Speech Therapy virtual services contract renewal for Duval MYcroSchool.

***On a motion from LaDon Washington and seconded by Edna Harrington, the Board unanimously approved the TinyEYE Therapy Services Renewal for the 2020-2021 school year.***

**D. Approved Mental Health Contract with Erica Worthery for SY 2020-2021**

This is a contract renewal for mental health services for Duval MYcroSchool.

***On a motion from LaDon Washington and seconded by Edna Harrington, The Board unanimously approved the Mental Health Contract with Erica Worthery for the 2020-2021 school year.***

**E. Approved High Tech Commercial Cleaning Work Order**

***On a motion from LaDon Washington and seconded by Edna Harrington, The Board unanimously approved the High Tech Commercial Cleaning Work Order.***

**F. Approve DMTM Services to Install ADA Compliant Toilets**

***On a motion from LaDon Washington and seconded by Edna Harrington, the Board unanimously approved DMTM Services to install ADA compliant toilets at Duval MYcroSchool.***

**G. Approve DMTM Services to Replace Lighting Ballasts and Paint Touchup**

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***On a motion from LaDon Washington and seconded by Edna Harrington, the Board unanimously approved DMTM Services to replace lighting ballasts and paint touchup at Duval MYcroSchool.***

H. **Approve** DMTM Services to Pressure Wash Exterior Building and Repair Stucco

***On a motion from LaDon Washington and seconded by Edna Harrington, the Board unanimously approved DMTM Services to pressure wash exterior building and repair stucco at Duval MYcroSchool.***

I. **Accepted** Board Resignations of Parent and Student Representative

The Board received resignation letters from the student representative, Hannah Moore, and the parent representative, Holly Hart.

***On a motion from LaDon Washington and seconded by Jayne Owens-Thompson, the Board unanimously accepted the resignations of the parent and student representative.***

J. **Approved** Board Meeting Calendar 2020-2021

After discussion, the Board agreed to schedule board meetings every other month, every 3<sup>rd</sup> Tuesday at 6 pm, beginning in September 2020. Meeting dates as follows:

- September 15, 2020
- November 17, 2020
- January 19, 2021
- March 16, 2021
- May 18, 2021
- June 15, 2021

***On a motion from LaDon Washington and seconded by Edna Harrington, the Board unanimously approved the 2020-2021 Duval MYcroSchool Board of Directors Meeting Calendar.***

K. Proposed Agenda Items for Next Board Meeting:

1. *Standard Report*

## **8. REMARKS FROM BOARD MEMBERS ON NON-AGENDA ITEMS**

*Mr. Washington thanked everyone for supporting Duval MYcroSchool be successful through the circumstances.*

## **9. ADJOURNMENT**

***Having no further business, the meeting was adjourned at 6:42 pm.***

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Duval Finance Workshop & Board Meeting Agenda  
June 3, 2020

**Minutes Recorder:** Denise Castro

*Jayne Owens-Thompson*

Jayne Owens-Thompson (Sep 17, 2020 17:03 EDT)

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*Jayne Owens-Thompson, Board Secretary*

9/15/2020

*Date*

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# 2020-6-3JVMYBdMtgMinutes

Final Audit Report

2020-09-17

Created:	2020-09-17
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