

**Liza Jackson Preparatory School
Board Meeting Minutes
May 21, 2019**

The Board of Directors of Liza Jackson Preparatory School convened at 4:00 PM on Tuesday, May 21, 2019. This meeting was advertised and posted.

MEMBERS IN ATTENDANCE: Ms. Annette Lee, Board Member, Ms. Mary Gunter, Board Member, Ms. Julie Jenzen, Board Member and Dr. Amy Semenov, Board Member.

MEMBERS ABSENT: Ms. Jo Henderson (Ms. Lee stepped in to chair meeting)

GUESTS PRESENT: Mead family and Allan family

Ms. Lee convened the meeting at 4:00 PM with a call to order. Ms. Lee welcomed the Board Members and guests and opened the meeting with staff and student recognition. Ms. McKinley and Ms. Roberts presented Olivia Mead with a certificate recognizing her achievement of Best in Show for the Okaloosa County Art Show. Next Ms. McKinley and Ms. Roberts recognized Rachel Allan for her achievement as the Liza Jackson Geography Bee winner and her accomplishment of State Qualifier status. Finally Ms. McKinley and Ms. Roberts presented Ms. Jenzen with the Liza Jackson Lion award for her 17 years of service. Finally, SRO Cullen Coraine was recognized for SRO of the Year and the Angels in the Midst piece.

Item 1: Call to Order Minutes from the previous Board meeting were reviewed. Ms. Lee called for a motion to approve the minutes from the previous meeting. Dr. Semenov made the motion, Ms. Jenzen seconded, and the motion carried.

Item 2: Ms. Lee called for a motion to approve the agenda. Ms. Jenzen made a motion to approve the agenda, Dr. Semenov seconded, and the motion carried.

Item 3: Public Comment: none

Item 4: Staff and Student Recognition: Moved to before meeting was convened.

Item 5: Board Training: Ms. Lee asked Ms. McKinley to lead the Board in the required Transgender Training.

Item 6: Consent Items: Ms. Lee asked Ms. McKinley to present the personnel changes to the Board. Ms. McKinley reported that there were no personnel changes.

Item 7: Principal and Staff Reports and Discussion Items: A Principal's report was presented by Ms. McKinley informing the Board of the many accomplishments of Liza's athletic teams and art students and also gave an introduction to Project Based Learning and her plans for implementation in the Fall. Ms. McKinley also reported the upcoming important events at Liza and informed the Board of the progress on the STEAM program. Next Ms. Jenzen gave an overview of the AdvancED results and the Annual Implementation Plan. Ms. Roberts presented her CEO report and gave an update on the successful use of the Ron Crawford Recreation Center as well as plans for the use of the current facility with regard to

security, creating a gender neutral bathroom, cameras on twelve busses and the purchase of three new buses.

Item 6: Action Items: Ms. Lee asked Ms. Roberts to review the action items.

Ms. Roberts gave an update on the Budget Amendments. The budget was increased by the Best and Brightest award as well as an increase in FTE. Ms. Lee called for a motion to approve the Budget Amendment. Ms. Gunter made the motion, Ms. Jenzen seconded and the motion carried. Next, Ms. Roberts reviewed the Quarterly Financial Statements. Ms. Lee called for a motion to approve the Quarterly Financial Statements. Ms. Jenzen made the motion, Ms. Gunter seconded and the motion carried. Finally, Ms. Roberts presented the Preliminary Budget for FY 2109-2020. Ms. Lee called for a motion to approve the preliminary budget. Dr. Semenov made the motion, Ms. Gunter seconded and the motion carried. Ms. Lee asked Ms. McKinley to review the Equity Policy. Ms. Lee called for a motion to approve the Equity Policy. Dr. Semenov made the motion, Ms. Jenzen seconded and the motion carried. Ms. Lee asked Ms. Walker to review the changes to the Wellness Policy. Minor changes to the policy include providing suggestions for healthy foods for celebrations and opportunities for physical activity before and after school, continuing to have annual wellness screenings available for staff and providing a school representative to oversee the program. Ms. Lee called for a motion to approve the Wellness Policy changes. Dr. Semenov made the motion, Ms. Gunter seconded and the motion carried.

Item 7: Ms. Lee asked if there were any Emergency Items. None were reported.

Item 8: Ms. Lee asked if there were any Board Member Matters. Ms. Roberts requested to retain her status as CEO in a volunteer capacity, while she transitions through the retirement process. The length of time will be determined by the FL Retirement System. During such time, Liza Jackson will continue with insurance benefits. Ms. Lee called for a motion to approve the request. Dr. Semenov made the motion, Ms. Gunter seconded and the motion carried.

Board meetings for 2019-2020 School Year were set at August 6, 2019, November 19, 2019, February 17, 2020 and May 19, 2020.

Item 9: Ms. Lee asked for a motion to adjourn the meeting. Ms. Gunter made the motion and Ms. Jenzen seconded, and the motion carried.

The Board meeting was adjourned at 5:50 pm.