

## Sebastian Charter Junior High Board of Directors

## Minutes of Meeting November 14, 2022

- 1) Call to Order/Determination of Quorum/Adoption of Agenda
    - a) Meeting called to order at 5:03PM by Amy Speak
    - b) Additional Board Members present: David Puscher, Amber Miller, Kathryn Barton, Muriel Ramos, & Nicole Englert.
    - c) Requirements for meeting notice and quorum were met.
    - d) Administration present: Director Devarney, Mrs. McBride, and Dr. Dodds
    - e) Adoption of Agenda: Motion by Dave Puscher to adopt the agenda with previously approved Abuse & Molestation policy to be stricken from this agenda. Second by Amy Speak. Motion passed unanimously.
  - 2) Consent Agenda
    - a) Approval of Minutes October 17, 2022
    - b) Motion by Amy Speak to approve the Consent Agenda. Second by David Puscher. Motion passed unanimously.
  - 3) Tabled items from previous meetings- none
  - 4) Citizen Input- none
  - 5) Financial Business-
    - a) Monthly and year-to-date reports available upon request.
  - 6) Administrative Report:
    - a) Monthly report:
      - a) No campus damage noted from recent hurricane
      - b) Student engagement has been great
      - c) Monday reading program is very successful, Mrs. Benham is leading this grant-funded program with amazing results
      - d) SCJH will have a space in the Sebastian City Holiday Parade
    - b) Personnel Matters:
      - a) Staff evaluations are being completed tomorrow and all faculty/staff will be retained through to the next semester
      - b) New teacher attendance policy, approved last year, with regards to utilizing sick leave has improved overall staff attendance on a regular basis.
  - 7) Old Business
    - a) Charter Issues update
  - 8) New Business
    - a) Contracts
      - a) Only update to contracts is Dr. Dodds to be renewed at end of the school year. Mr. Devarney recommended increase from 3yr to 5yr contract. Will be revisited closer to when evaluation/contract is due
      - b) Staff Bonuses will be direct deposited November 18, 2022
      - c) Sub Pay- Amy speak made motion to increase pay rate to \$130 per day. Seconded by David Puscher. Motion passed unanimously
      - d) Parking lot sealer and lining
      - e) Chase Bank and SouthState Bank updates
        - a) Chase has been closed and SouthState account opened
        - b) Building project was approved by City of Sebastian and is good for 18 months. Will come back to it at future meetings
  - 9) President's Report none
  - 10) Informational Items and Member remarks.
  - 11) Next meeting December 12, 2022 at SCJH 5pm followed by faculty/staff Christmas party at 5:30pm; Finance committee meeting January 23, 2023 at SCJH at 4:30pm
  - 12) Meeting adjourned at 5:58pm
- Submitted 11/14/22 by Amber Miller

Sebastian Charter Junior High Board of Directors

Minutes of Meeting December 12, 2022

- 1) Call to Order/Determination of Quorum/Adoption of Agenda
    - a) Meeting called to order at 4:38 PM by Amy Speak
    - b) Additional Board Members present: David Puscher, Amber Miller, Muriel Ramos, & Nicole Englert.
    - c) Requirements for meeting notice and quorum were met.
    - d) Administration present: Director Devarney and Dr. Dodds
    - e) Adoption of Agenda: Motion made by David Puscher, seconded by Nicole Englert
  - 2) Consent Agenda
    - a) Approval of Minutes November 14, 2022
    - b) Motion by Amy Speak to approve the Consent Agenda at next meeting as minutes unavailable at this meeting. Second by David Puscher. Motion passed unanimously.
  - 3) Tabled items from previous meetings- none
  - 4) Citizen Input- none
  - 5) Financial Business-
    - a) Monthly and year-to-date reports available upon request.
  - 6) Administrative Report:
    - a) Monthly report:
      - a) Testing just completed, student have done well
      - b) Field trips taken by all grades have been have been amazing
      - c) Special education audit upcoming and report expected to be good.
    - b) Personnel Matters:
      - a) Dr. Dodds recommended an increase of the Director salary to \$60,000
      - b) Motion made by David Puscher to approve increase of Director salary to \$60,000. Seconded by Amy Speak. Motion passed unanimously.
  - 7) Old Business
    - a) Charter Issues update
  - 8) New Business
    - 1) Contracts
      - 1) Phone system needs to be replaced, will increase approximately \$100 per month
      - 2) Basketball court structure bid came back at \$72,588.10 from CNB Metal Structures. Three other quotes requested with no return.
  - 9) President's Report none
  - 10) Informational Items and Member remarks.
  - 11) Next meeting January, 24 2022 at SCJH 5pm followed by faculty/staff Christmas party at 5:30pm;  
Finance committee meeting January 24, 2023 at SCJH at 4:30pm
  - 12) Meeting adjourned at 4:53pm
- Submitted 12/12/22 by Amber Miller