

INTERNATIONAL STUDIES CHARTER HIGH SCHOOL, INC.

Board of Directors

Ileana Melian, President & Board Chair (Present)
Roger Pardo, Secretary (Present)
Guillermo Gabarain (Present)
Corinne Pollini (Present)
Jose Ramon Purroy (Present)

**Meeting of the Board of Directors
October 11, 2017**

Minutes

1. Opening Exercises

- a. Meeting called to order
- b. Established a quorum

2. Public Comment

- a. There were no comments by the public.

3. Consent Agenda

- a. **APPROVED:** The Board approved to adopt the minutes from the May 17, Board of Director's Meeting.
- b. **APPROVED:** The Board approved the Conflict of Interest Policy (*Annual Adoption*).
- c. **APPROVED:** The Board approved to accept the resignation of Massimo Spiga from the Board of Directors.

Motion to approve by Roger Pardo; second by Corinne Pollini; motion passed unanimously.

4. Action & Discussion Items

- a. Principal Report
 - i. **APPROVED:** The Board approved the out of field waiver(s) for instructional personnel with out of field assignments.
Motion to approve by Roger Pardo; second by Corinne Pollini; motion passed unanimously.
 - ii. **APPROVED:** The Board approved the use of the Florida Consortium of Public Charter School's (FCPCS) State-Approved Evaluation Systems.
Motion to approve by Roger Pardo; second by Corinne Pollini; motion passed unanimously.
 - iii. Blue Ribbon Award
 - iv. US News and World Report – 3rd in the State and 24th in the Country
- b. Financial Report
 - i. **APPROVED:** The Board approved the Revised 2017-2018 Annual Budgets for the individual schools.
 - ii. **APPROVED:** The Board approved to Receive and File the Financial Statements and Independent Auditors' Report for the period ending June 30, 2017.
Motion to approved itesm 4bi and ii by Corinne Pollini; second by Roger Pardo; motion passed unanimously
 - iii. Discussed: Future need to amend financial policy regarding payment approvals.
- c. **APPROVED:** The Board approved to authorize the Board Chair and Principal the ability to alter the 2017-2018 school year calendar, as necessary, due to the missed days as a result of Hurricane Irma.
 - i. MDCPS is expected to make a decision on this at their meeting today. The schools have enough hours worked into their calendars that any changes are not mandatory, but the district may make the recommendation to follow their calendar.
Motion to approve by Roger Pardo; second by Corinne Pollini; motion passed unanimously

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- d. Other Items by Board Members, Staff, Consulates, or ESSP
 - i. **APPROVED:** The Board approved to renew International Studies Virtual Academy (#6017) Contract for a five-year term; contract expires June 30, 2018.
Motion to approve by Corinne Pollini; second by Roger Pardo; motion passed unanimously

5. Notifications and Announcements

- a. The Florida Charter School is being held November 1-3 in Daytona (<http://charterschoolconference.com>)
- b. Next Board Meeting Date: December 13th
- c. Congratulations on being named a Blue Ribbon school! - Awards Nov. 6-7 in Washington D.C.

6. Meeting Adjourned

The undersigned hereby certifies that he/she is a Director and/or Officer of INTERNATIONAL STUDIES CHARTER HIGH SCHOOL, INC., a not-for-profit corporation organized and existing under the laws of the State of Florida, and that the above is a true and correct copy of the meeting minutes of the Board of Directors of said corporation.

*The minutes were adopted by the Board of Directors at a meeting held on December 20, 2017.

INTERNATIONAL STUDIES CHARTER HIGH SCHOOL, INC.

Board of Directors

Ileana Melian, President & Board Chair (Present)
Roger Pardo, Secretary (Present)
Guillermo Gabarain (Present)
Corinne Pollini (Present)
Jose Ramon Purroy (Present)

Meeting of the Board of Directors December 20, 2017

Minutes

1. Opening Exercises

- a. Meeting called to order at 9:01 am
- b. Established a quorum

2. Public Comment

- a. There were no comments by the public at this time.

3. Consent Agenda

- a. **APPROVED:** The Board approved to adopt the minutes from the October 11, 2017 Board of Director's Meeting.
- b. **APPROVED:** The Board approved to authorize all eligible teachers to apply for and receive Florida's Best and Brightest funding.
- c. **APPROVED:** The Board approved the Resolution which authorizes the chair to take any and all necessary action in response to the legal challenges filed against HB 7069.
- d. **APPROVED:** The Board approved the out of field waiver(s) for instructional personnel with out of field assignments.
- e. **APPROVED:** The Board approved for all High-Performing (HP) schools to submit allowable HP amendment notifications, at the discretion of the Board Chair, by the March 1st deadline.

Motion to approve the consent agenda by Corinne Pollini; second by Roger Pardo; motion passed unanimously

4. Action & Discussion Items

- a. Principal Report
 - i. Virtual School Update – working hard on marketing; creating a video to market the school; ARC renewal meeting upcoming in January
 - ii. Posse Winner – a student was just awarded a full scholarship for \$250,000
 - iii. Senior Update - \$2.2 million in scholarships have been offered already; over half of seniors accepted into a 4-year university either in the U.S. or abroad
 - iv. Blue Ribbon banner has been received and hung
 - v. **APPROVED:** The Board reviewed to adopt the Florida Consortium of Public Charter Schools (FCPCS) evaluation system for administrators, teachers and counselors.
Motion to approve by Guillermo Gabarain; second by Roger Pardo; motion passed unanimously
- b. Financial Report
 - i. **APPROVED:** The Board reviewed, discussed, and approved the Revised 2017-2018 Annual Budgets.
 1. Reviewed variances, budgets contain HB funding

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- ii. **APPROVED:** The Board reviewed, discussed, and approved to revised Financial Policies and Procedures.

Motion to approve the financial report by Roger; second by Guillermo Gabarain; motion passed unanimously

- c. Other Items by Board Members, Staff, Consulates, or ESSP
 - i. Roger congratulates Victor and his staff for their hard work and success of the school.

5. Notifications and Announcements

- a. Next Board Meeting Date: March 14th

6. Meeting Adjourned at 9:20 am

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The minutes were adopted by the Board of Directors at a meeting held on March 14, 2018.

INTERNATIONAL STUDIES CHARTER HIGH SCHOOL, INC.

Board of Directors

Ileana Melian, President & Board Chair (Present)
Roger Pardo, Secretary (Present)
Guillermo Gabarain (Absent)
Corinne Pollini (Present)
Jose Ramon Purroy (Present)

Meeting of the Board of Directors February 26, 2018

Minutes

1. Opening Exercises

- a. Meeting called to order
- b. Established a quorum

2. Public Comment

- a. None

3. Action & Discussion Items

- a. Virtual School Renewal
 - i. Update on ARC Meeting & District Approval Items
 1. **APPROVED:** The Board approved to extend the current contract for International Studies Virtual Academy for one additional year.
 2. **APPROVED:** The Board approved the Reassignment and Consolidation with Mater Academy, Inc. and Somerset Virtual Academy, Inc. Virtual Charter Schools for the 2018-19 school year.
Motion by Roger Pardo; second by Corinne Pollini; motion passed unanimously
 - ii. Other Items by Board Members, Staff, Consulates, or ESSP
 - i. Principal Rodriguez discussed the immediate need for a PA system; quote is for approx. \$67k; same unit that is being used at Mater High; system has a lighted system which would inform students and teachers what type of emergency is occurring; this system will replace the current system completely.
 1. **APPROVED:** The Board approved for the PA System purchase for an amount not to exceed \$70,000.
Motion by Roger Pardo; second by Corinne Pollini; motion passed unanimously
 - ii. Principal Rodriguez discusses the upcoming accreditation visit.

4. Announcements & Notifications

- a. Next Board Meeting is scheduled for March 14th

5. Meeting Adjourned

INTERNATIONAL STUDIES CHARTER HIGH SCHOOL, INC.

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The minutes were adopted by the Board of Directors at a meeting held on March 14, 2018.

INTERNATIONAL STUDIES CHARTER HIGH SCHOOL, INC.

Board of Directors

Ileana Melian, President & Board Chair – Present
Roger Pardo, Secretary – Present
Guillermo Gabarain – Absent
Corinne Pollini – Present
Jose Ramon Purroy – Present

Meeting of the Board of Directors March 14, 2018

Minutes

1. Opening Exercises

- a. Meeting called to order
- b. Established a quorum

2. Public Comment

- a. There were no comments by the public at this time.

3. Consent Agenda

- a. **APPROVED:** The Board approved to adopt the minutes from the December 20, 2017 Board of Director's Meeting.
- b. **APPROVED:** The Board approved to adopt the minutes from the February 26, 2018 Board of Director's Meeting.
- c. **APPROVED:** The Board approved to Receive and File the Financial Statements for the period ending December 31, 2017.
- d. **APPROVED:** The Board approved the Out of State and Country Field Trip Requests:
 - i. Washington D.C. – 8 students and 1 teacher attending Close Up
 - ii. Spain for one student to take "la Selectividad"

Motion to approve the consent agenda by Corinne Pollini; second by Roger Pardo; motion passed unanimously

4. Action & Discussion Items

- a. Principal Report
 - i. Working to get the new PA system installed over Spring Break
 - ii. Graduation information to be sent soon; venue changing to the Actors Playhouse on Miracle Mile in Coral Gables
 - iii. Upcoming middle and high school grad bash trips to Islands of Adventure
 - iv. French curriculum is changing
- b. Financial Report
 - i. **APPROVED:** The Board reviewed and approved the Revised 2017-2018 Annual Budgets.
Motion to approve by Corinne Pollini; second by Roger Pardo; motion passed unanimously
 - ii. Update on HB7055
 1. Deferrals can now be for up to 3 years instead of 2 years
 2. High performing schools can replicate more than once no matter where they are
 3. Applications received in February can still open the coming fall
 4. High performing status is based on receiving 2 A's in a row, even if school was a C grade 3 years before
 5. Consolidation language added so if you decide to consolidate voluntarily it is noted as a consolidation and not a closing

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6. Language that will help make Doral Leadership institute an official Level 1 and Level 2 Principal Program
 7. Capital Outlay
 - a. Funds State Capital Outlay with \$120,000,000 for 2018-19; this equates to about \$456/student capital outlay; this is about what Dade county received this year as a combination of state and local funds, so it funds all counties with state capital outlay equivalent to what Dade received
 - b. In 2018-19 districts will not have to share local millage funds; this \$456 per student becomes the base capital outlay funding moving forward so charters must receive this amount per student plus CPI.
 - c. In 2019-20 and beyond if the state does not fund \$456 + CPI per student for charters then the districts must provide the difference.
 - d. This encourages districts to lobby with charters to make sure the state funds charter capital outlay
 8. HB7055 Bill Full
Text: <https://www.flsenate.gov/Session/Bill/2018/7055/BillText/er/PDF>
 9. HB7055 Bill Staff
Analysis: <https://www.flsenate.gov/Session/Bill/2018/323/Analyses/h0323a.EDC.PDF>
- c. Other Items by Board Members, Staff, Consulates, or ESSP
- i. There were no additional items at this time.

5. Notifications and Announcements

- a. Next Board Meeting Date: May 16th (Annual Meeting / Last Meeting of the 2017-2018 School Year)

6. Meeting Adjourned

*The minutes were adopted by the Board of Directors at a meeting held on May 16, 2018.

INTERNATIONAL STUDIES CHARTER HIGH SCHOOL, INC.

Board of Directors

Ileana Melian, President & Board Chair (Present)
Roger Pardo, Secretary (Present)
Guillermo Gabarain (Present)
Corinne Pollini (Present)
Jose Ramon Purroy (Absent)

**Meeting of the Board of Directors
May 16, 2018**

Minutes

1. Opening Exercises

- a. Meeting called to order
- b. A quorum was established
- c. Congratulations to Principal Rodriguez, Assistant Principal Cruz, and their entire staff and student body on being named the 3rd best high school in the state, the 9th best charter high school in the nation and the 26th best overall high school in the nation by U.S. News and World Report.

2. Public Comment

- a. There were no comments by the public.

3. Consent Agenda

- a. **APPROVED:** The Board approved to adopt the minutes from the March 14, 2018 Board of Director's Meeting.
- b. **APPROVED:** The Board approved the out of field waiver(s) for instructional personnel with out of field assignments for the 2018-2019 School Year.
- c. **APPROVED:** The Board approved to Receive and File the Financial Statements for the period ending March 31, 2018.
- d. **APPROVED:** The Board approved to adopt the Proposed Board of Directors Meeting Schedule for the 2018 – 2019 School Year.
- e. **APPROVED:** The Board approved the 2018-2019 Parent Involvement Representatives:
 - i. International Studies Charter Middle School – Jeanette Nunez
 - ii. International Studies Charter High School – Maggie Fresen
 - iii. International Studies Virtual Academy – Kelly Mallon
- f. **RATIFIED:** The Board ratified the Board Slate for the 2018-2019 School Year:
 - i. Ileana Melian, President & Board Chair
 - ii. Roger Pardo, Secretary
 - iii. Guillermo Gabarain
 - iv. Corinne Pollini
 - v. Jose Ramon Purroy
- g. **APPROVED:** The Board approved the Out of County Field Trip to Italy.
- h. **APPROVED:** The Board approved to authorize the Board Chair to approve, execute, and submit the 2018-2019 Title 1 Budget Appropriation Details form for the individual schools, as necessary.

Motion to approve the consent agenda by Corinne Pollini; second by Guillermo Gabarain; motion passed unanimously

INTERNATIONAL STUDIES CHARTER HIGH SCHOOL, INC.

4. Action & Discussion Items

- a. Principal Report
 - i. Leaving today to Italy
 - ii. Child of Bic pens is starting school and has donated money to the school and to the French program
 - iii. Over \$5mm in student scholarships; close to 100% of students going to college; 50% of seniors have been offered scholarships; see below for more details.
 - iv. Announcement of Graduation
 - v. End of year ceremonies
 - vi. Want to install a canopy over PE area
 - vii. Hiring an off duty police officer
- b. Financial Report
 - i. **APPROVED:** The Board reviewed and approved the Proposed 2018-2019 Annual Budgets.
 1. Includes large technology purchase
 - ii. **APPROVED:** The Board approved the Revised Financial Policies & Procedures to include accounting for fixed assets section.

Motion to approve the financial report by Roger Pardo; second by Guillermo Gabarain; motion passed unanimously
- c. Mr. Guillermo Gabarain announces his resignation from the Board, effective today. He and his family are moving back to Spain.
 - i. **ACCEPTED:** The Board accepted the resignation of Mr. Guillermo Gabarain from the Board of Directors.

Motion to accept by Roger Pardo; second by Corinne Pollini; motion passed unanimously

5. Notifications and Announcements

- a. End of Year Party – June 2nd (See Save the Date attached)
- b. National Conference – June 17-20 in Austin, TX (<http://ncsc.publiccharters.org>)

6. Meeting Adjourned

CAP Office Facts

To date, the senior scholarship total is \$5,091,506 (figure will go up a bit more before being finalized).

To date, 50% of seniors have received a scholarship (this may also go up as I do final checks).

In addition, over 50% of the seniors have been accepted to FIU.

We have one Posse winner, Stella Garcia. She will be attending Mt. Holyoke in the Fall.

Colleges students have been accepted to (to date; NOTE that European schools respond a little later):

USA: MDC, MDC Honors, FIU, UF, FSU, FAU, UCF, USF, FGCU, Flagler, St. Thomas, Barry, Nova, University of Jacksonville, Tulane, UCLA, Stetson, Marymount Manhattan, Queen's College, NYU, Pace, Mary Baldwin, Valdosta State, Johnson and Wales, Ave Maria College, UM, Fordham, Georgia Tech, New College of Florida, Boston U., University of New Orleans, Hawaii Pacific U., Carthage Coll., Wartburg Coll., Savannah Coll. of Art and Design, University of Illinois Chicago, UMass Amherst, Mt. Holyoke, Oglethorpe, Auburn U., Texas A&M, University of Texas Austin, Arizona State, Grove City Coll., Penn State, Stonybrook Coll., Lynn U., Loyola, University of Tampa, St. Leo U., Rollins College, Indiana University Bloomington, Purdue, University of Chicago, Brooklyn College.

Canada: McGill, U. Toronto, Queens U., Concordia, Bishops

Europe: Westminster Coll., EFAP Bordeaux, Universite Pierre et Marie Curie, King's College London, Pompeo Fabra,

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In JUNIORS news: we have two juniors who have been selected for the Quest Bridge Summer Scholars program (Alexia Couyutas and Nathalie Martinez)

*The minutes were adopted by the Board of Directors at a meeting held on September 12, 2018.