

INTERNATIONAL STUDIES CHARTER HIGH SCHOOL, INC.

Board of Directors

Ileana Melian, President & Board Chair *(Present)*
Roger Pardo, Secretary *(Present)*
Corinne Pollini *(Present)*
Jose Ramon Purroy *(Present)*
Gabriel Cremades *(Absent)*

**Meeting of the Board of Directors
May 15, 2019**

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 March 14, 2019 Board of Director's Meeting.
- b. **APPROVED:** The board approved to withdraw the notification to Miami-Dade County Public Schools of the intent for ISCHS schools to receive Title II funds on a reimbursement basis.
- c. **APPROVED:** The board approved to adopt the Proposed Board of Directors Meeting Schedule for the 2019 – 2020 School Year.
- d. **APPROVED:** The board approved of 2019-2020 Parent Conflict Liaison:
 - i. International Studies Charter Middle School – Jeanette Nunez
 - ii. International Studies Charter High School – Maggie Fresen
 - iii. International Studies Virtual Academy – Kelly Mallon
- e. **APPROVED:** The board approved Ratification of Board Slate for the 2019-2020 School Year:
 - i. Ileana Melian, President & Board Chair
 - ii. Roger Pardo, Secretary
 - iii. Corinne Pollini
 - iv. Jose Ramon Purroy
 - v. Gabriel Cremades
- f. **APPROVED:** The board approved Ratification & Reapproval of Board Policies & Procedures, including:
 - i. Conflict of Interest *(Each Board Member is required to sign and return the written acceptance form)*
 - ii. Ethics
 - iii. Selection and Service of Directors
 - iv. Student Enrollment / Lottery
 - v. Internet Safety Policy
 - vi. Out of State and International Field Trips
 - vii. Florida High School Athletic Association (FHSA)

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- viii. Professional Development Plan for Administrators
- ix. Whistle Blower

- g. **APPROVED:** The board approved to Receive and File the financial statements for the period ending March 31, 2019.

- h. **APPROVED:** The board approved of Wellness Policy

Motion to approve the consent agenda by Corrine Pollini; Second by Roger Pardo: motion passed unanimously

4. Action & Discussion Items

- a. Principal Report – Written report provided

- b. **APPROVED:** The board approved of Financial Report (Bella provided update)
 - i. Final Annual Budget for the 2018-2019 School Year
 - ii. Proposed Annual Budget for the 2019-2020 School Year
 - iii. Financial Policies & Procedures addressing facility lease payments, shared expense reimbursements, PO exemptions, and procurement.
 - iv. HLB Gravier, LLP engagement letter extension through 2022
 - v. Authorized the Board Chair the ability to approve any year-end financial items which may be necessary to close the books.
 - vi. Piggyback letters with Hertz, IT Savvy, and CDW.

Motion to approve by Roger Pardo; second by Jose R Purroy; motion passed unanimously

5. Notifications and Announcements

- a. National Charter School Conference is June 30 – July 3 in Las Vegas (For more info: <https://ncsc.publiccharters.org>)

- b. End of the Year Celebration will take place on June 1st

6. Adjourned Meeting

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 September 18, 2019.