



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®**

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**PINELLAS MYcroSchool OF INTEGRATED ACADEMICS AND TECHNOLOGIES  
BOARD OF DIRECTORS MEETING**

**Tuesday, October 30, 2018 \* 6:00 PM EST**

840 3rd Avenue South \* St. Petersburg, FL 33701

**Members Present:** Traci Steen, Susan Reiter, Jody Lane, Connie Going, Chad Jones

**Via Phone:** Nicole Hall

**Guests:** Steven Humphries, Joy Baldree, Dr. Christopher Warren

**Via phone:** Denise Castro, Debra Anderson, Dr. Linda Dawson, Lin Miller

**AGENDA ITEM #1 CALL TO ORDER** (Establish Quorum)

*The meeting was called to order at approximately 6:03 pm. Traci Steen welcomed board members and guests and the meeting was called to order.*

**AGENDA ITEM #2 CONSENT AGENDA**

A. **Approved** Meeting Agenda for October 30, 2018

B. **Approved** Meeting Minutes from August 28, 2018

*On a motion by Chad Jones and a second by Connie Going, the Board unanimously approved the meeting agenda of October 30, 2018 and the meeting minutes from August 28, 2018.*

**AGENDA ITEM #3 PUBLIC COMMENT ON AGENDA ITEMS - None**

**AGENDA ITEM #4 BUSINESS/FINANCE**

A. **Discussed** Executive Summary with Budget Projections. Joy Baldree and Principal Humphries reviewed projections based upon October's FTE count. Mr. Humphries shared Principal's Executive Summary and recommendation that two positions that do not fall into the current staffing model be eliminated to maintain the financial sustainability of the school. The reduction if staff would affect the Student Services Coordinator position and the Curriculum/Testing Specialist position. The duties of these two positions would be redistributed among remaining staff members to reduce the impact on students.

The Board discussed current enrollment numbers and the need to increase enrollment to at least 214 by February to make up for the short-fall in October. The Board reviewed budgets based upon 175 student count and a 180 FTE count.



**Approved:** *On a motion by Connie Going and a second by Susan Reiter, the Board unanimously approved Mr. Humphries Executive Summary recommendation to eliminate to positions.*

- B. **Discussed:** Financial Procedures Manual updates as required Code of Federal Regulations. Joy Baldree reviewed requirements for updates.

**Approved:** *On a motion by Susan Reiter and a second by Connie Going, the Board unanimously approved updates to the Financial Procedures Manual and the Chief of Schools - NEWCorp authority make required edits and signing authority.*

- C. Traci Steen invited guest Dr. Christopher Warren to address the Board. Dr. Warren introduced himself to the Board and made several recommendations for increasing school visibility within the community and student enrollment numbers. He suggested focusing on three major components:

- I. Recruitment & Retention
- II. Marketing & Community Outreach
- III. School Culture & Staffing

- D. **Discussed:** Dr. Warren discussed his plan to increase enrollment at Pinellas MYcroSchool. Highlights included:

- 30 Day Goal – re-enroll 25 withdrawn or new students;
- 60 Day Goal – establish a community based referral system for future student enrollment; and
- 90 Day Goal - provide data on recruitment and enrollment at monthly advisory council meeting.

**Approved:** Retaining Recruitment Consultant.  
*On a motion by Susan Reiter and a second by Connie Going, the Board unanimously approved hiring of Dr. Christopher Warren as a recruitment consultant under a contract with Pinellas MYcroSchool.*

## **AGENDA ITEM #5 REPORTS TO THE BOARD**

### **A. State of the School Report by Principal Humphries**

*Highlights included:*

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

- Continuing relationship with St. Petersburg Job Corps.
- Increased average daily attendance (ADA) during student “dress down” (no uniform enforcement) days.
- Supervisor of Elections presentation and register took place at school on October 4<sup>th</sup>.
- St. Petersburg College continues to working with our students on-site, bi-weekly.
- January 31<sup>st</sup> field trip planned to St. Petersburg College Midtown and Downtown campuses and Pinellas Technical College. *Traci Steen, Susan Reiter, Jody Lane, Connie Going and Chad Jones volunteered to chaperone.*
- Our current graduation rate is 11%, with ten (10) confirmed graduates.
- Mr. Humphries attended the Status of Black Men in St. Petersburg – An Action Planning Meeting of the 2020 Taskforce and the City of St. Petersburg Urban Affairs at SPC on October 23<sup>rd</sup>.
- Board members and staff attended the YMCA of Greater St. Petersburg Mayor’s Prayer Breakfast with keynote speaker Dr. Rick Rigsby on October 30<sup>th</sup>.
- The school has a School Security Officer/Guardian currently in training at the Pinellas County Sheriff’s Office.
- The school has two new volunteers: Ms. Gloria Allen, a former professor at Bethune Cookman University, and Mr. Steven Arsht of Skanska. Ms. Allen is tutoring in our math classroom and Mr. Arsht is mentoring several male students.

**B. DOE Data Update**

- Joy Baldree reviewed interim student STAR testing data and advised that mid-year review will be discussed at the next meeting.
- Traci Steen stated the testing goal should be 100% tested.

**C. NEWCorp Florida Update**

- Joy Baldree shared that the organization is reviewing a possible return to the 4-hour of instruction model. This would allow students to return to one hour of work-study or volunteering. Further research is being reviewed.
- Our schools did not qualify for the Dell computer leasing opportunity as discussed at the last meeting.

**D. Superintendent/CEO Report to Boards – *Dr. Linda Dawson’s Report was included in Board Packets.***

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#### AGENDA ITEM #6: BOARD BUSINESS

- A. **Discussed:** Joy Baldree explains edit to 2018-19 Employment Handbook: Addition of Section II - A. (page 15) Introductory Period as recommended by legal counsel. New employees will be hired under a 90-day “trial period” for performance evaluation and retainment.

**Approved:** *On a motion by Jody Lane and a second by Chad Jones, the Board unanimously approved the update to the Employee Handbook.*

- B. **Discussed:** School representation at Pinellas County Urban League 41st Annual Equal Opportunity Day Gala (December 8, 2018). Dr. Christopher Warren and Connie Going will represent the school at the annual gala. Susan Reiter and Connie Going will pay for tickets. No school funds will be used for this event.

- C. **Discussed:** Graduation 2019 Venue/Dates confirmed
- Pinellas MYcroSchool 2019 Commencement ceremony will take place on Thursday, May 30<sup>th</sup> at 6:00 pm at the Palladium Theater.

- D. **Proposed** Agenda Items for Next Board Meeting

- Standard reports
- Budget Amendment – *for approval*
- Board Self-evaluation – *for discussion*
- Board Goals – *for discussion and approval*

#### AGENDA ITEM #7 REMARKS FROM BOARD MEMBERS ON NON-AGENDA ITEMS

Chad Jones shared that he met with a group of MYcroSchool students today and reemphasized the importance of the planned college and university tours. Mr. Jones shared that a college tour was a “life changing event” for him and encouraged support of such endeavors.

Ms. Faune Walker reminded the Board of the need for approximately \$4,700 in donations to successfully implement the planned April 2019 statewide, 3-day college and university tour.

Board members offered to drive students to local colleges for further postsecondary exploration.

#### AGENDA ITEM #7 ADJOURNMENT

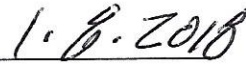
*On a motion from Susan Reiter and a second by Chad Jones, the Board unanimously agreed to adjourn the meeting at approximately 7:50 pm.*

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Minutes Recorder: Faune Walker

  
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SUSAN REITER, BOARD SECRETARY

  
\_\_\_\_\_  
DATE

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