

# LANGUAGE & LITERACY ACADEMY FOR LEARNING MINUTES



**Date:** March 6, 2019

**Time:** 5:00PM

**Called to Order:** 5:24PM

**Adjourned:** 6:34PM

## PRESENT

**Facilitator:** Tandria Callins & Markeishia Smith

Chris Roy – Board Member

Angela Matthews – Board Member

Marcia Strang – Board Member

Markeishia Smith – Board Member

Jennifer Jackson- Board Member

Tandria Callins – Principal

## NOT

Paulette Napier – Board Member

The minutes were read from the January 16, 2019 meeting. A motion to approve the minutes was made by Marcia Strang and was seconded by Angela Mathews. All present voted in favor of approving the minutes.

## Old Business

The financial report for the school was distributed to all in attendance and summarized by Dr. Callins. Dr. Callins gave an update that facility renovations were partially completed, and we were waiting on the renovations to the bathroom to be completed.

Dr. Callins stressed the importance of the board members being fingerprinted by April 10, 2019. If a board member is not fingerprinted by this time they will be dismissed from the board.

## New Business

Culture Change, Therapy Services, Billing Services & Medicaid Provider were all discussed collectively. Dr. Callins informed all present that Special Kids Innovation Program (SKIP) and

Language & Literacy Academy for Learning (LLAL) were intermingled and that while some things worked with the two, there were some things that did not. The current contract with SKIP, who provides the therapists that in turn service the students at LLAL is expensive. The school currently owes SKIP a large sum of money for therapy services provided this year. Dr. Callins stated the purpose of this emergency meeting was to put the board members on notice of the upcoming vote that would take place in April 2019, regarding whether to keep the contract with SKIP in place for another year.

Terry, SKIP representative discussed that not utilizing SKIP would mean that all the therapists would be replaced. This brought about questions and concerns from the board members present. Many of the questions and concerns focused on how a change in therapists could affect the students being served, whether the school could continue to financially operate while contracting with SKIP and whether negotiations had been held with SKIP regarding costs. A considerable amount of discussion was had regarding replacing SKIP and what the alternatives would be. It was decided that Dr. Callins would reach back out to SKIP to in an effort to negotiate costs as well to present the board with additional facts prior to them making a decision. Terry Gier, SKIP representative made herself available for questions. She also gave an email address: [terry.gier@ourchildrens.org](mailto:terry.gier@ourchildrens.org)

Dr. Callins stated that she would like the board to meet monthly during the building phase. Christopher Roy and Markeishia Smith suggested a meeting be scheduled two weeks out, but to set additional meetings on an as needed basis.

Dr. Callins shared the information that she had regarding the end goal being to eventually have all therapists hired from within the school internally. Dr. Callins shared that Victory Ridge, a school with a similar make-up chose to do their own billing using Orange Tree Staffing. Dr. Callins reminded the board that she chose to stay with SKIP during the first year because she did not want to commit to having to bill and was unaware of the specifics of the process. Dr. Callins has hired a **finance manager** who has a background in education and finance who will assist with billing. Dr. Callins has also started the process for applying for a Medicaid number for the school.

There are out of field teachers: Voted and unanimously approved the following out of field teachers:

- Rosemond Fening – Business & Administration (Temporary Teaching Certificate *updated*)
- Breanna Sanders – English, Communication (Applied for SOE)
- Courtney Davis – Communication Arts (Applied for SOE)
- Tandria Callins – Special Education (Temporary Teaching Certificate *updated*)
- Nurissa Christie – Business & Administration (Temporary Teaching Certificate)
- Caleb Rutland – Physical Therapy & Exercise Management (Applied for SOE)
- Terry Tinsley- Marketing and Business (Applied for SOE)
- Roksha Carter- English and Elementary Education (Teaching Certificate Renewal)

The school will add high school student for the next school year. The current 8<sup>th</sup> grade students that are enrolled in the school will become the 9<sup>th</sup> grade class. The school will open up enrollment to 10 students each in grades 10, 11 and 12.

New portable plans will be put on hold so that the school can determine whether the portable plans that were submitted previously are usable. The goal for now remains to get the students out of the auditorium.

The school has two general contractors that they are looking at which are SRD and Whitehead to perform work for the school.

Dr. Callins presented the board with a project proposal for the Audit – RFP that the school is required to do. As of now, only one company, Keefe McCullough has presented the school with a proposal to be able to do audits for the school.

Dr. Callins has resubmitted that grant and will inform the board when she gets word back on whether the grant was approved or denied.

The sprinklers were red tagged during an inspection. Dr. Callins was informed that this was a concern with the previous administration. Dr. Callins has reached out to Haines City Fire and has not been able to get a response for a quote. Christopher Roy stated that he would stop by their office to see if he would be able to get a response.

The board has an opening for a treasurer. Please reach out to Dr. Callins you know of anyone that may be qualified to serve in this capacity.

Corrections were made to FTE and Dr. Callins anticipates that there will be an increase in allotment.

## Next Meeting

March 20, 2019 at 5:00PM

Location: 330 Avenue C SE, Winter Haven, FL 33880

The meeting was adjourned at 6:34PM.