



Visible Men Academy
Board Meeting Minutes

Meeting Date: Wednesday, October 14, 2020

Meeting Time: 1:00pm – 2:30pm

Meeting Location: Zoom Call

Attendance:

Board Members: Patrick Amoaku, David Kuhn, Charlotte Perret, Mark Smith,

VMA: Neil Phillips, Tiffany Mickens, Louis Parker, Willie Clemons, Turk Lewis, Josephine Eisenberg

Guest: Jenny Glassmoyer

The meeting was called to order at 1:06pm

I. Approval of meeting minutes from the September 16, 2020 meeting

MS made a motion to approve the minutes, PA seconded the motion. The meeting minutes were unanimously approved.

II. Capital Campaign Presentation

- Turk Lewis updated board members on the recent progress and achievements of the VMA Capital Campaign. The Steering Committee has been created and is meeting weekly with the goal of recruiting and onboard campaign leadership and supporting the creation of a campaign cabinet. Turk reviewed the various ways board members can be engaged in the Campaign.
- Recent Campaign achievements include the creation of a campaign plan, a working draft of the Case for Support, campaign leadership development, prospect engagement, a draft prospect tracking document, weekly building planning meetings, ongoing integration with the development team, and an updated pledge agreement form.
- Board members were asked to create their 'VMA Story' that can be shared with others in a meaningful way when discussing VMA and the campaign.
- The VMA website has the most updated information regarding the campaign and is the place to go for information when someone asks about the campaign.
- Turk will schedule meetings with the board members to discuss in more detail the role they see themselves participating in regarding the Campaign.

III. Approval of Capital Campaign Documents

LP gave an update on campaign leadership news. Announcement: Jim Cash has agreed to serve as Co-Chair of the Campaign. LP will send board members a link to the recent naming ceremony held in honor of Jim.

MS will meet with CP to address concerns that board members are not receiving updated campaign information in a manner that is useful for the board. NP recognizes this is a board procedural issue and it will be addressed.

- **Gift Acceptance Policy**
After some discussion, it was agreed that this document required several edits before asking for the board's approval. Those edits will be made, and the revised document will be sent to the board for approval.
- **Preliminary Capital Campaign Budget**
This budget lists the overall anticipated costs of the campaign. DK made a motion to approve, PA seconded the motion. The Preliminary Capital Campaign Budget was unanimously approved.
- **Gift Pyramid**
This document is an overview of the anticipated path that will allow VMA to reach the provisional campaign goal. MS made a motion to approve, CP seconded the motion. The Gift Pyramid was unanimously approved.

IV. Financial Update

- Jenny with Kerkerio Barberio gave a comprehensive overview of VMA's finances. The current budget was updated with the amendments that were approved at the previous board meeting. The actual months and future budgeted months were reviewed to create a forecast budget which can now be compared to the current approved budget. A cash log has been established to record all money coming in. The current fiscal year is being reconciled and should be completed within the next few weeks.
- Nonprofit basic financial reports are being created with input from the board members to ensure the board is receiving the financial information they need in a meaningful way.
- Jenny will continue to work with the Development Team to reconcile the Donor Perfect database.
- VMA is in the process of completing their application for forgiveness for the PPP loan they received.

V. School District Items for Approval

- **House Bill 641 (Teacher Salary Increase)**
VMA's allocation is \$16,861 for the salary increase provided by HB-641. This bill provides funding to increase teacher's minimum base salary statewide to at least \$47.5K or to the maximum achievable based on each district's allocation.

VMA's starting salary is \$50,000 for our 6 classroom teachers. These starting salaries were set to \$50,000 for teachers starting the 2018-2019 school year. This was approved by the board May of 2018. Starting salaries for our Classroom Teachers who teach Art and PE are \$36,000-\$37,080. VMA currently has 6 classroom teachers and 2 teachers for Art and PE.

Recommendation to the board:

Requesting that the 6 classroom teachers receive a 2% increase. All teachers will receive \$1,000 with the exception of one teacher who has a salary of \$59,440 and will receive an increase of \$1,188.80. Teacher salaries to be increased to \$51,000 for 5 teachers and \$60,628.80 for 1.

Requesting that the two teachers for Art and PE will receive a salary increase of \$6,744.50 each. This would raise their salaries to \$42,744.50 and \$43,824.50.

DK made a motion to approve, CP seconded the motion. The House Bill 641 salary increase was unanimously approved.

- **Teachers who are teaching out-of-field**

Teachers need to be cleared through the district certification office before they are formally offered a position at the school. This has been completed for our new teachers and the teachers who have been here. However, many are teaching out-of-field. This means that they may be missing a certification or endorsement in a certain area. This must be approved by the board.

Tanisha Knight-ESOL

Jackie Hinds-ESOL however, she has completed the coursework and the district has to send her check and documentation in.

Kim Kassin-ESOL

Suzi Shea-ESOL

Rudolph Graber-Elementary Education, ESOL

Edward James-Elementary Education, ESOL

DK made a motion to approve that teachers continue teaching while they are actively pursuing the required additional certification or endorsements. CP seconded the motion. The motion was unanimously approved.

- **Enrollment Procedures**

In compliance with FS1002.33(10)(e)(4) & (7), regarding Eligible Students, the enrollment process was explained and reviewed by board members and included information about the steps VMA adheres to in order to achieve a racial/ethnic balance, how VMA provides equal opportunities for students with disabilities, how students in the ELL programs are served and how VMA conducts a random lottery for eligible students.

Interested families are asked to complete an application and bring a copy of their child's last report card and IEP plan (if applicable). All students who apply are accepted if VMA has space in the grade the student is entering and if we are able to provide the services required per the student's IEP. If space is not available, then a waiting list is created. If a space becomes available, families on the waiting list are notified with a date and time of the lottery and are invited to attend.

VMA attempts to achieve racial/ethnic balance by actively recruiting students/families from diverse backgrounds in the Bradenton/Sarasota area. This is done by visiting community events and sending marketing materials to all homes in the 34203-zip code.

VMA provides accommodations and services through our ESE specialist, ELL specialist, SLP and OT to all students who require these services. Parents of potential students are informed of the services we provide.

DK made a motion to approve the VMA guidelines in compliance with FS1002.33(10)(e)(4) & (7), regarding Eligible Students. CP seconded the motion. The motion was unanimously approved.

VI. Onboarding New Board Members

WC reminded board members of the goal to have a full board of 15 members by mid January 2021. Each board member will complete a New Board Member Suggestion Matrix document by Friday, October 23rd. The Governance Committee will reach out to each board member after receiving this information.

VII. Appointment of Honorary Board Member Don Lerner

MS mentioned the appointment of Don Lerner as a VMA Honorary Board Member.

VIII. New Business

- Board guidance on Neil accepting invites to serve on local nonprofit boards. MS requested that board members send him an email with their thoughts or concerns regarding NP accepting invitations to serve as a board member of local nonprofit. NP is asking for board guidance.

IX. Next Board Meeting

Wednesday, January 13, 2020 / 1:00pm – 2:00pm

The meeting was adjourned at 2:50pm.

Note: The board chair apologizes for running over the allotted scheduled time for the meeting. He will consider either extending future meeting times or finding other time blocks to help accommodate the schedules of all board members.