

MINUTES BY: Ruthie Bunkelmann

PRESIDENT SIGNATURE *RBusto*

DATE: September 24,2020

TIME: 12:00

MEMBERS PRESENT (all by video conference due to Covid-19): Dick Busto, Marlene Sotelo, Colette de Labry, Ruthie Bunkelmann, Kyle Henderson

Phone: Hank Schmidt

Guests: Cyndee Zeck, Toby Honsberger

LOCATION:

18370 Limestone

Creek Rd, Jupiter, FL

#	MEETING MINUTES MOTION (M) or DISCUSSION TOPIC (D) or ACTION ITEM (AI)	MOTION	SECOND	FOR	AGAINST
1	The Meeting was called to order at 12:02pm				
2	Public Comment – None				
3	D,M - Review and approve ,August 27 2020 Board Meeting minutes.	Marlene	Hank	All	
4	D,M - Review and approve draft audit and FY20 financial statements. Auditor Michael Becker will present at the October meeting. The school had a good year with revenue exceeding expenditures by 94,000. Fund balance is in a good financial position	Hank	Kyle	All	
5	D,M - Review and approve 2020-21 financial reports for July & August. School is back on track. Review of regular reports and bills (insurance, operating cost). Reminder that TLA pays all 3 centers and TLC and Els Center reimburse TLA for Cigna health insurance bill. PPP Loan update -BankUnited indicated October will open application for Forgiveness process, TLA will be in front of the line, anticipate 100% forgiveness of loan.	Hank	Colette	All	
6	D- Executive Director's Report – Dr Toby Honsberger: School reopened to students, option for continued Innovative Instruction or in person learning on 9/21/20. 77 students in person, 40 continued innovative instruction. Doing well in both. Parents were informed if they decided to change from innovative instruction to in person, they had to give the school notice in order to prepare the environment and staffing. The return would be schedule with in 1-2 weeks. 4 families informed school this week they would like to return to the in person learning and they will return on 10/5/20. The returning students go into existing classrooms. 12 students occupancy is the largest classroom, Toby does not expect any issues when all students return to in person with space, staffing and keeping everyone safe and following guidelines.				

	<p>For school year 20/21 120 enrolled and 3 withdrew in the last month which gives a total of 117. Will not bring on any new students for the October FTE week, wait till Jan 2021. Toby feels the first week could not have gone any better. Kids are sliding right back into routine. Students are doing great with wearing the mask, can tell parents have been working on it.</p> <p>3 staff requested to continue working innovative instruction for approved reasons, they are coming to the school and going to secluded rooms to work innovative instruction.</p> <p>2 staff have not returned to working, 1 resigned and 1 applying FMLA and if that is not approved then will likely resign. None are teachers. All Teachers are in classrooms.</p>				
7	<p>D-Els Center update: Marlene: Glad to see the police officer back on campus, Rec programs going well, tennis, golf, art. hybrid models, some in person, some private. Marlene sent out information on all programs.</p> <p>Adult Day Program and the staff is amazing, 12 adults, 2 days a week, will go to 4 days the 2nd week of Nov. Julie doing a great job!!!</p> <p>New cleaning company doing great, looking at air and surface cleaning.</p>				
8	Motion to Adjourn 12:38pm	Kyle	Hank	All	

**Next Meeting Date: October 29, 2020 at 12:00PM
(scheduled to occur via videoconference)**