

MINUTES BY: Ruthie Bunkelmann

PRESIDENT SIGNATURE



DATE: 2/23/23

TIME: 12:00

Reviewed : 3/30/23

Members present: Dick Busto,,Ruthie Bunkelmann, , Ivy Lima,

Video Conference Members: Paola Herrera, Colette de Labry, Sherry Bernal, Hank Schmidt,

Board Member Ex Officio present: Marlene Sotelo

Guests: Cyndee Zack, Kathryn Steele

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 12:02				
2	Public Comment - None				
3	D,M Review and approve revised 1/26/23 Board Meeting Minutes	Sherry	Ruthie	ALL	
4	D Cyndee Zeck 1.Employee retention credit-discussion with PayMaster, needs discussion with board members before moving forward and signing. PayMaster requesting statement of impact from both TLA and TLC (from no summer program, COVID & no therapy services etc.) 3/31/23 is the deadline to submit. 15% is the gain by PayMaster. 2.Essex 2 & 3 grants, categories on how money is spent, American Rescue Plan, Toby and Cyndee to submit \$59,000 total amount 3.25 <sup>th</sup> bonus paycheck program – distributed to staff, staff not get full amount as they did not meet criteria, based on point scale 4.PBCSD waiting on audit and financial report for this year, audit taking longer, up to 60 days, no penalty- due by 6/30/23.				
5	D -Executive Director's Report written by Dr Toby Honsberger and read by Dick Busto 1.25 <sup>th</sup> Paycheck \$148,000 2.PBCSD annual charter review went very well				

*BB*

	<p>3.Scholarship – 4 staff received \$1500 each. Staff must apply. State goals, program benefits. Applicants are reviewed by TLA Admin.</p> <p>4.Staffing is good- New OT to cover for 2 going out on maternity leave.</p> <p>5. FTE week 124 students present &amp; 1 home= 125 students</p> <p>6.Starting potential student interviews and lottery for SY 23/24. Completed by June. Opening up class room as the classroom adult services is currently occupying will be empty as the ADT moving to their new building. Predicted 23/24 SY 125 + 6 to 12 new students</p>				
6	<p>D,M – Buying 2 new vans – bought 1 which is on campus and another one is on its way.</p>	Ruthie	Ivy		
7	<p>D-Els Foundation Marlene Sotelo-</p> <p>1.Re-creating Recreation Conference next month 3/23 &amp; 24. Discount code still available to teachers and families.</p> <p>2. 3/25/23 Roots and Ruts off the road 5k</p> <p>3. Golf schedule is out</p> <p>4. Spots open for Spring Break Camp</p> <p>5. Movie Nights on Campus</p> <p>6.Out of School Days program (PDD days)- vendors brought in for great activities, there is a cost and parents need to sign the students up- Marlene to share information</p> <p>7.Summer Camp starts after TLA program ends, part of June and all of July.</p> <p>8. Adult Services Building on schedule, grand opening mid-June. Planning first week of May to move in.</p> <p>9.Jose Martinez BCBA-D, Autism services analyst, he observed all programs, TLA, TLC and Els Foundation – going well and provided training.</p>				

	10. Merrill Winston, BCBA-D invited by TLC providing training to parents and staff. Parents > Physical management. Staff Use of + reinforcement. Training recorded for Physical Management				
8	Motion to Adjourn 12:41	Ruthie	Ivy	All	

**Next Meeting Date: March 30,2023 at 12:00 to 2:00 at TLA at Els Center of Excellence \*video conference available**