

Chesapeake Lighthouse Foundation

6151 Chevy Chase Drive

Laurel, MD 20707

(301) 776-2300

www.clfmd.org

CLF Regular Board Meeting Minutes

February 20, 2020

1. CALL TO ORDER

1.01 Meeting was called to order at 7:09 pm by Board Chair, Dr. Subasi.

ROLL CALL

	<u>Present</u>	<u>Absent</u>
Mr. Spear Lancaster	<u>X</u> via phone	
Mr. Lufti On	<u>X</u>	
Mrs. Claudia Chang	<u>X</u>	
Dr. Sefik	<u>X</u> via phone	
Dr. Subasi	<u>X</u>	
Mr. Hawkins	<u>X</u>	
Mrs. Kelley	<u>X</u>	
Mrs. Andrews		<u>X</u>

2. PUBLIC REMARKS

2.01 No Public remarks

3. DISCUSSION ITEM – Update by Community Partnerships – Mr. Sutherland

3.01 Mr. Sutherland spoke to the board about the two upcoming events - Black History Month Reception to be held on 2/25/2020 at CMIT North Middle School and the SumoBot challenge to be held at CSP on 3/28/2020.

3.02 Mr. Sutherland showed the board a news spot done by Laurel TV about the Black History Month display at the schools at the CLF main office.

3.03 Mr. Sutherland played a “Month in a Moment” highlight video of the accomplishments and happenings at the CLF schools over the last 30 days.

4. DISCUSSION ITEM – Update by Director of Operations - Mr. Derin

4.01 The acoustical project at South Elementary has been completed in both the gym and the Maker Lab.

4.02 Mr. Derin spoke to the board about the external LED lighting project currently in progress at the South cluster. The project is scheduled to be completed by the middle of April.

4.03 Mr. Derin gave an update on the Green Field project. This project will add a 2 car drive lane, 18 additional parking spaces, a full sized football field, and a 100-yard straight track. The bid process will begin in May with the work scheduled to be done over the summer. The field should be ready before the end of the 2020-2021 school year.

4.04 The roof on the CMIT Elementary building needs to be replaced. The replacement of the roof is planned for the summer and will likely cost \$300k. This money will come from CLF and not the school's budget. Arium will handle the bid process for the project.

4.05 CMIT North turf field project phase 1 has been completed. Mr. Derin showed the board a video spot done by Laurel TV about the project. Phase 2 of the project will include soccer netting and flags for the field.

4.06 North Middle School has asked that we look into ways to reduce the noise in the cafeteria. The acoustical project is underway.

4.07 North Elementary School received a donation in the amount of \$16,442.50 for new Promethean Smart Boards in the school. CLF has matched this donation.

4.08 Mr. Derin gave the board an update on the Enrichment program. The program is going well this school year and there is a plan to provide a Summer Day Camp program at both North and South again this summer.

5. DISCUSSION ITEM – Update from CAO – Mr. Ak

5.01 The Maryland Report Card has been released. CSP is once again rated as a 5 star school. The North and South clusters were evaluated as a K-12 unit and both clusters received a 4 star rating. The North HS and the South HS, if evaluated separately from the rest of the cluster would have received a 5 star rating. The results have been discussed with each of the schools.

5.02 Mr. Ak introduced Mr. Leonard Upson to the board. Mr. Upson has joined CLF as our parent liaison recently.

6. DISCUSSION ITEM – Update by CFO – Mr. Dogan

6.01 The audit report and the board communication letter for the 2018-2019 fiscal year was shared with the board. CLF's net assets have increased and there are no material findings on the audit.

6.02 Mr. Dogan has met with the bond investors for the 2nd quarter recently. We are on target and all requirements have been met.

7. ACTION ITEM – Approval of the Updated budgets for 2019-2020 FY

7.01 Mr. Dogan presented for board approval, the updated budgets for the 2019-2020 fiscal year. These budget revisions reflect the annual increase in our per pupil funding.

Motion: Mr. On moved to approve the updated budgets for the 2019-2020 FY.

Second: Mrs. Chang

Vote: Unanimous

8. ACTION ITEM – Consent Agenda - Approval of board terms and positions

8.01 Mrs Wilson presented the board with the following items for their approval:

- 1) Extension of Dr. Subasi's board term by 3 years; Dr. Subasi would retain his positions of Board President, Executive Committee Member and Finance Committee member. His new term would end on 4/30/2023
- 2) Extension of Mrs. Chang's board term by 3 years; Mrs. Chang would retain her position of Executive Committee Member. Her new term would end on 4/30/2023.
- 3) Extension of Mr. Hawkins board term by 2 years; and the appointment of Mr. Hawkins as Board Secretary. Mr. Hawkins' new term would end on 2/28/2022.
- 4) Extension of parent board members Erika Kelley and Cathyann Andrew's terms by one year, and the appointment of Mrs. Kelley as Board Treasurer and Finance Committee Member. Mrs. Kelley and Mrs. Andrews' new term would end on 2/28/2021.
- 5) The appointment of Major Pete Smith on CLF board for a 1-year probationary term beginning on 4/1/2020 and ending on 4/30/2021. Biography included in the meeting packet for review.

Motion: Mrs. Kelley moved to approve all 5 items as stated above.

Second: Mr. On

Vote: Unanimous

9. MOTION TO ADJOURN

Motion: Mrs. Chang moved to adjourn.

Second: Mr. Hawkins

Vote: Unanimously approved

The meeting adjourned at 8:10 pm