



PALM BEACH
SCHOOL *for* AUTISM

Palm Beach School for Autism, Inc.
Board of Directors Meeting
March 5, 2018

Present:

Randee Gabriel – President
Dawn D’Amato – Vice President
Ruth Menor - Treasure
Jerry Zel - Board Member
Russ Feldman- Board Member
Ann Levene-Eisenberg – Executive Director
Louisa Legato – Business Director
Allison Ballin - Associate Director of Education and Behavioral Services
Abby Girton – Director of Marketing and Development
Jon Coyle – Principal, High School

Excused: Steve Carroll – Board Member

Call to Order: Randee Gabriel called the meeting to order at 4:10pm

Board of Directors Approvals:

- Board members reviewed minutes from the November 16, 2017 board meeting. Russ Feldman made a motion to approve the minutes, Jerry Zell seconded the motion. All board members voted in favor.

Business Manager – Louisa Legato:

- Attention was drawn to Page 5, noting the general funds are looking better than normal.
- It was stated we have to budget higher for student attendance because if we go over our budgeted number, we won’t get paid.
- It was stated there was some issues with the District on how our accounting policy and procedures were written, so we needed to add some new language on how we handle grants. We updated the policies and procedures. Jerry Zell made a motion to approve the updated polices, Russ Feldman seconded the motion. All board members voted in favor.

Executive Directors Report – Ann Levene-Eisenberg:

- It was stated one of our Board Members, Myra Mahoney, needed to resign. Myra stated she will continue to support us and work with us; however, could not make a commitment to be on our board.
- Jon Coyle was introduced as the new High School Principal, effective March 16, 2018, replacing Nick Miles, who left and moved back up north. It was stated Jon was working on our first graduation and transitioning Dayna into his old position as the new ESE Director. Dayna was the ESE Coordinator. We are currently looking for an ESE

Coordinator and have a couple of leads; however, we do have someone working temporary right now to help out.

- It was stated our first graduation would be held on May 24, 2018 at 6:30pm at Woodlands Middle School. We have 16 graduates. Our plan is to have it last approximately 1 hour. It will be a beautiful event and hope you can attend.
- It was stated we have been practicing our active shooter procedures since the Parkland shooting. Our first drill went well and we are planning to do another school wide drill this summer. We continue to work with PBSO on this effort.
- It was stated construction will be starting soon, but still waiting on permits. We will have a PBSO Officer parked at the entrance to help with traffic control.
- It was stated we got another grant from Lost Tree to purchase another bus. One bus will be used for Project Next and the other will be used as it is now for CBI's.
- It was stated we have put together a new presentation packet for our Capital Campaign. If anyone knows of anyone interested, please let Ann know. We currently have two major donors and many smaller donors.

Associate Director of Education & Behavioral Services - Allison Ballin

- It was stated Patrick Pierre would move from teaching to our Director of Project Next. We are also looking for several more job coaches, which we have posted the position within our school. They will be accepting resume and conducting interviews after spring break.
- Patrick will start his new position July 1st. It was been on campus with community-based instruction until the new building is complete.

Director of Marketing and Development - Abby Girton

- It was again stated we got another grant from Lost Tree for a new bus, which has been ordered.
- The Italian Dinner was a sell out and we netted over \$46,000.
- It was stated we are having our first Golf Outing and invitation were handed out.
- It was stated Saks is having another event this year, but now it will be in Boca, which means more attendance and larger event.
- It was stated we received a grant and were able to send our staff to the CARD Conference.

Other Miscellaneous Announcements

- No other business.

Future Meetings:

- May 21, 2018 @ 4pm.

Adjournment:

- Russ Feldman made a motion to adjourn, Jerry Zell seconded the motion. All were in favor and the meeting was adjourned at 5:00pm.

Respectfully submitted: Sherri Gallagher



5/21/18