

INTERNATIONAL STUDIES CHARTER HIGH SCHOOL, INC.

Board of Directors

Eleonora Cuesta, President & Board Chair *(Present)*

Roger Pardo, Secretary *(Present)*

Corinne Pollini *(Present)*

Jose Ramon Purroy *(Present)*

Sofía Ruiz del Árbol Moro *(Present)*

Meeting of the Board of Directors

September 18, 2024

In an effort to allow greater public participation and to best accommodate stakeholders, this meeting was held via communications media technology with physical access site at the individual schools located in Miami-Dade and Broward Counties.

Minutes

1. Opening Exercises

- a. Meeting called to order at 10:00am
- b. Established a quorum

2. Public Comment – None

3. Consent Agenda - All items listed with letter designations are considered routine and will be enacted by one motion.

- a. **APPROVED:** The Board approved the Board of Directors Meeting Minutes dated May 28, 2024.
- b. **APPROVED:** The Board approved the Board Resolutions for Out of Field and/or ESOL Waiver Assignments for the 2024-2025 school year; further authorizing the authority to review and make necessary changes and execute for submission (including any necessary additions).
- c. **APPROVED:** The Board approved the Individual Charter School Title I Budget Appropriation Details Forms for the 2024-2025 school year for the Title 1 distinguished schools; further authorizing the authority and direction to review and make necessary changes and execute for submission (including any necessary revisions).
- d. **APPROVED:** The Board approved to submit the Teacher Salary Increase Allocation Plans.
- e. **APPROVED:** The Board approved to authorize the Board Chair to approve to submit the Financial Statements and Independent Auditors' Reports for the period ending June 30, 2024.
- f. **APPROVED:** The Board approved to receive & file the Financial Statements for the quarter ending June 30, 2024.
- g. **APPROVED:** The Board approved the Out of State and/or Country Field Trips:
- h. **APPROVED:** The Board approved the Progressive Discipline Acknowledgement & Policy; further directing all school to add the Acknowledgement & Policy as an attachment to the "Policy and

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Procedures for Charter School Compliance with School Safety and Security Requirements Set Forth in Florida Statutes and Rule 6A-1.0018; and Florida Administrative Code” manual, as created by each school using the board adopted template in June 2024.

- i. *Each district school board and charter school governing board shall adopt a progressive discipline policy for addressing any instructional personnel as defined in s. 1012.01(2) and any administrative personnel as defined in s. 1012.01(3) who knowingly violate school safety requirements.*
- i. **APPROVED:** The Board approved to Ratify the Instructional Continuity Plans for the 2024-2025 school year; further requesting public comments if applicable.
- j. **APPROVED:** The Board approved to Ratify the Mental Health Plans, as submitted by the schools by the required due dates.
- k. **APPROVED:** The Board approved to Ratify Resolutions by the Chair:
 - i. Approved the Title 1 Budget Appropriations Forms for the 2024-2025 school year.
 - ii. Approved the implementation of the 2024-2025 Parent/Student Handbooks.
- l. **APPROVED:** The Board approved the School Improvement Plans, as necessary.
- m. **APPROVED:** The Board approved the French Program School Improvement Plan for International Studies Charter High School.

Motion to approve the consent agenda by Roger Pardo; second by Corinne Pollini; motion passed unanimously

4. Action & Discussion Items

- a. Principal Reports – Updates on enrollment, staffing, safety and security, PM1 data, school grade, interventions, events, etc...
 - i. International Studies Academy (Principal Jennifer Jaynes)
 - ii. International Studies Charter Middle / High School (Principal Alina Lopez)
 - iii. International Studies Virtual (Principal Noelle Iglesias)
- b. Financial Report
 - i. The audits are being finalized and will be presented at the next meeting.
 - ii. A budget update will be presented after we have the official FTE.
- c. Other Items by Board Members, Staff, Consulates, or ESP

5. Announcements & Notifications

- a. The next Board Meeting in on December 11th.

6. Adjourned Meeting at 10:31am

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*The minutes were adopted by the Board of Directors at a meeting held on December 11, 2024.

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Board of Directors

Eleonora Cuesta, President & Board Chair (*Present*)

Roger Pardo, Secretary (*Present*)

Corinne Pollini (*Present*)

Jose Ramon Purroy (*Present*)

Sofía Ruiz del Árbol Moro (*Present*)

**Meeting of the Board of Directors
December 11, 2024**

In an effort to allow greater public participation and to best accommodate stakeholders, this meeting was held via communications media technology with physical access site at the individual schools located in Miami-Dade and Broward Counties.

Minutes

1. Opening Exercises

- a. Meeting call to order at 10:01am
- b. Established a quorum

2. Public Comment – None

3. Consent Agenda - All items listed with letter designations are considered routine and were enacted by one motion.

- a. **APPROVED:** The Board approved the Board of Directors Meeting Minutes dated September 18, 2024.
Motion to approve by Corinne Pollini; second by Jose Ramon Purroy; motion passed unanimously

4. Action & Discussion Items

- a. Principal Reports - Updates on enrollment, staffing, safety and security, PM data, school grade, interventions, events, etc...
 - i. International Studies Academy (*Principal Jennifer Jaynes*)
 - ii. International Studies Charter Middle / High School (*Principal Alina Lopez*)
 - iii. International Studies Virtual (*Principal Noelle Iglesias*)
- b. Financial Report
 - i. **APPROVED:** The Board reviewed & approved the Financial Statements and Independent Auditors' Reports for June 30, 2024.
 - ii. **APPROVED:** The Board reviewed & approved the Revised Annual Budgets.
Motion to approve the financial report by Roger Pardo; second by Corinne Pollini; motion passed unanimously
- c. Other Items by Board Members, Staff, Consulates, or ESP

5. Announcements & Notifications

6. Adjourn Meeting

The minutes were adopted by the Board of Directors at a meeting held on February 26, 2025.

INTERNATIONAL STUDIES CHARTER HIGH SCHOOL, INC.

Board of Directors

Eleonora Cuesta, President & Board Chair *(Present)*

Roger Pardo, Secretary *(Present)*

Corinne Pollini *(Present)*

Jose Ramon Purroy *(Present)*

Sofía Ruiz del Árbol Moro *(Present)*

Meeting of the Board of Directors

February 26, 2025

In an effort to allow greater public participation and to best accommodate stakeholders, this meeting was held via communications media technology with physical access site at the individual schools located in Miami-Dade and Broward Counties.

Minutes

1. Opening Exercises

- a. Meeting called to order at 10:00am
- b. Established a quorum

2. Public Comment - None

3. Consent Agenda - All items listed with letter designations are considered routine and were enacted by one motion.

- a. **APPROVED:** The Board approved the Board of Directors Meeting Minutes dated December 11, 2024.
- b. **APPROVED:** The Board approved the Quarterly Financial Statements for the period ending December 31, 2024.
- c. **APPROVED:** The Board approved to Ratify Resolutions by the Board Chair:
 - i. Misc. Waivers
- d. **APPROVED:** The Board approved to authorize the schools to select and submit the Mental Health Assistance Allocation Plan Opt-In/Opt-Out Form.
- e. **APPROVED:** The Board approved to authorize the individual Principals (as the board designee) to sign all state and federal grant forms as they relate to their school.
- f. **APPROVED:** The Board approved the 2025-2026 Venture Design Premium Services Agreements for the Broward County schools.

Motion to approve the consent agenda by Corinne Pollini; second by Roger Pardo; motion passed unanimously

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4. Action & Discussion Items

- a. Principal Reports - Updates on enrollment, staffing, safety and security, PM data, tutoring, interventions, events, college acceptances, etc...
 - i. International Studies Academy (*Principal Jennifer Jaynes*)
 - ii. International Studies Charter Middle / High School (*Principal Alina Lopez*)
 - iii. International Studies Virtual (*Principal Noelle Iglesias*)
- b. Financial Report
- c. Action & Discussion Items
 - i. Ben Gamla sublease/nest at International Studies Broward
 - ii. **APPROVED:** The Board approved to move forward to allow Ben Gamla South Broward (as a 6-8) to co-locate on the International Studies Broward campus, effective the 2025-2026 school year, as follows:
 - 1. International Studies Academy Middle School requests an amendment to the Charter Agreement to co-locate with International Studies Academy High School and Ben Gamla Charter School South Broward.
 - 2. International Studies Academy High School requests an amendment to the Charter Agreement to co-locate with International Studies Academy Middle School and Ben Gamla Charter School South Broward.

Motion to approve Roger Pardo; second by Corinne Pollini; motion passed unanimously
- d. Other Items by Board Members, Staff, Consulates, or ESP

5. Announcements & Notifications

- a. Next Board Meeting – May 21st (Annual meeting/last meeting of the year)

6. Adjourned Meeting at 10:35am

The minutes were adopted by the Board of Directors at a meeting held on May 21, 2025.

INTERNATIONAL STUDIES CHARTER HIGH SCHOOL, INC.

Board of Directors

Eleonora Cuesta, President & Board Chair (*Present*)

Roger Pardo, Secretary (*Absent*)

Corinne Pollini (*Present*)

Jose Ramon Purroy (*Present*)

Sofía Ruiz del Árbol Moro (*Present*)

Annual Meeting of the Board of Directors

May 21, 2025

In an effort to allow greater public participation and to best accommodate stakeholders, this meeting was held via communications media technology with physical access site at the individual schools located in Miami-Dade and Broward Counties.

Minutes

1. Opening Exercises

- a. Meeting called to order at 10:02am
- b. Established a quorum

2. Public Comment – None

3. Consent Agenda - All items listed with letter designations are considered routine and were enacted by one motion.

- a. **APPROVED:** The Board approved the Board of Directors Meeting Minutes dated December 11, 2024.
- b. **APPROVED:** The Board approved to Ratify Resolutions by the Board Chair:
 - i. Approved to renew the following charter school contacts which are expiring June 2026 (*for the maximum term permitted*): International Studies Academy Middle School #5556 and International Studies Academy High School #5555
- c. **APPROVED:** The Board approved to receive & file the quarterly financials for the period ending March 31, 2024.
- d. **APPROVED:** The Board approved the Parent Involvement Representatives for the 2025-2026 school year and adoption of revised Procedures for Addressing Concerns.
- e. **APPROVED:** The Board approved the Annual Ratification & Reapproval of Board Policies & Procedures, including:
 - i. Conflict of Interest (*Each Board Member is required to sign and return the written acceptance form*)
 - ii. Ethics
 - iii. Whistle Blower
 - iv. Bylaws

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- f. **APPROVED:** The Board approved the Annual Ratification & Reapproval of Student Policies, including:
 - i. Anti-Discrimination Policy / Title IX
 - ii. Out of State and Country Field Trip Policy
 - iii. Student Enrollment Lottery Policy
 - iv. Internet Safety Policy
- g. **APPROVED:** The Board approved to Ratify the Financial Policies.
- h. **APPROVED:** The Board approved the Annual Ratification & Updates to Policies: Policy and Procedures for Charter School Compliance with School Safety and Security Requirements template (each school must complete their own document using the approved template). Further approving attached additional policies that are not included in the state template (Involuntary Examinations, Tornado Watch, Progressive Discipline).
- i. **APPROVED:** The Board approved to authorize the Board Chair the ability to approve any year-end financial items which may be necessary to close the books.
- j. **APPROVED:** The Board approved the Preliminary Board of Directors Meeting Schedule for the 2025-2026 School Year.
- k. **APPROVED:** The Board approved to Accept the Annual Family Educational Rights and Privacy Act (FERPA) Notice for Directory Information. Further approving to adopt the FERPA Hearing Procedures and authorizing the Board Chair the ability to make necessary changes as reviewed by legal and staff.
- l. **APPROVED:** The Board approved the Out of State and/or Country Filed Trips:
 - i. International Studies Broward High School – Spain and Italy in March
- m. **APPROVED:** The Board approved the Mental Health Plans for the 25-26 School Year for the schools that did not opt-in to use their Sponsor's plan.
- n. **APPROVED:** The Board approved the Board Members and Officers for the 2025-2026 School Year:
 - i. Eleonora Cuesta, President & Board Chair
 - ii. Roger Pardo, Secretary
 - iii. Corinne Pollini
 - iv. Jose Ramon Purroy
 - v. Sofía Ruiz del Árbol Moro

Motion to approve the consent agenda by Corinne Pollini; second by Sofía Ruiz del Árbol Moro; motion passed unanimously

4. Action & Discussion Items

- a. Principal Reports - Updates on enrollment, staffing, safety and security, PM data, school grade, interventions, events, etc...

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- i. International Studies Academy (*Principal Jennifer Jaynes*)
 - ii. International Studies Charter Middle / High School (*Principal Alina Lopez*)
 - 1. Discusses a concern with 8th grade students leaving the school; more than half are going to Coral Gables French IB; reason why is rigor and feeling that the dual diploma is not needed; the IB program offers dual enrollment and AP courses which offer a higher GPA.
 - iii. International Studies Virtual (*Principal Noelle Iglesias*)
- b. Financial Report (*Alina Chester*)
- i. **APPROVED:** The Board reviewed and approved the Final 2024-2025 Annual Budgets.
 - ii. **APPROVED:** The Board reviewed and approved the Proposed 2025-2026 Annual Budgets.
Motion to approve the budgets by Corinne Pollini; second by Jose Ramon Purroy; motion passed unanimously
- c. Other Items by Board Members, Staff, Consulates, or ESP

5. Announcements & Notifications

6. Adjourned Meeting at 10:34am

*The minutes were adopted by the Board of Directors at a meeting held on October 10, 2025.