

## Minutes

**Dr. Kiran C. Patel High School**

**Location: Holiday Inn Express 8310 Galbraith Rd. Tampa, FL 33647 (Conf. room)**

**Date/Time: Monday, July 9, 2018 5:30PM**

**Members Present:** Kavita Jain, Ray Jacobs, Mo Kasti, Jeff Mitchell

**Staff Present:** Ash Bagdy, Christy Noe

**Guests: School Financial Services-Keith , Amanda Eldridge, Desirae Kennemur**

### **Vision**

Patel Institute for Innovation will be a model for transformative teaching and learning, demonstrating methods and techniques that are replicated in high quality public high schools across the state and the nation.

### **Mission**

The mission of Patel Institute for Innovation is to educate, inspire, and empower students by providing a mutually transformative educational environment that integrates 21<sup>st</sup> century knowledge and skills with personalized and innovative instruction, school/community partnerships, and a focus on social responsibility and leadership.

### **Agenda**

**1. Call to Order-**The meeting was called to order by the Chair, KJ at 5:14PM.

#### **2. Additions or corrections**

Move Facility Report/Update to end of agenda to allow School Financial Services time to present.

#### **3. Approval of Minutes (2 min)**

*Motion: I move to approve the minutes from June 11, 2018.*

*Motion: JF, Second: MK*

*Motion Passed*

**4. Public Comment on Agenda Item -**Public comments are limited to 3 minutes.

#### **5. Reports**

a. Consultant Report -Christy (**Attachment A**) (3 min)

#### **6. Old Business**

a. Charter Contract Update-Christy (2 min)

b. Website- Christy (4 min)

*Motion: Designate Ray Jacobs and Christy Noe to revise RFP and solicit responses for branding and marketing campaign. Authorize them to make a decision on firm by Friday, July 20<sup>th</sup>.*

*Motion: MK, Second JM*

*Motion Passed*

**6. New Business**

a. Employee Handbook-draft v1- (**Attachment B**)

b. Budget/Financial Forecasting- Amanda Eldridge, Desirae Kennemur, Kelly Goddin-  
School Financial Services. (**Attachment C**)

**Motion:** *Authorize Chair (Kavita Jain) and Treasurer (Spero Demetrides) to open bank  
account for the school and sign checks.*

*Motion: KJ Second: MK*

*Motion Passed*

c. Facility Update- Ash (5 min)

*Ash will send out notes from builder on possible revisions to current plan. Established  
that ideally 26 classrooms is sufficient for 600 students.*

**Next Meeting: Monday August 13, 2018 @ 5:30PM.**

**Reminder- Charter Contract approval before Hillsborough County School Board-  
July 17<sup>th</sup> @ 3:00PM.**

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Signature by board Secretary

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Date