



GOVERNING BOARD MINUTES

City of Cape Coral Charter School Authority

Governing Board Regular Meeting

Tuesday, August 14, 2018 at 5:30p.m.
Cape Coral City Council Chambers

1. Call to Order

A meeting of the City of Cape Coral Charter School Authority Governing Board of Lee County, Florida, met on Tuesday, August 14, 2018 at Cape Coral Council Chambers. Chairman Michael Campbell called the meeting to order at 5:30 p.m.

2. Moment of Silence

Chairman Michael Campbell

3. Pledge of Allegiance to the Flag of the United States of America

Chairman Campbell

4. Board Member Roll Call

Present: Chairman Michael Campbell, Tami Traiger (VC), Vanessa Metzger (CL), Jennifer I Nelson, District 4 (CM), Angela Ticich(Edu), Robert Miniaci (

Absent Excused: Fisher, Winstead

Also Present: Jacquelin Collins, Superintendent

MaryAnne Moniz, Business Manager

Danielle Jensen, Director of Procurement and Food Services

Dolores Menendez, City Attorney, City of Cape Coral

Mark Moriarty, Assistant City Attorney, City of Cape Coral

Angela D.Cline, Classification & Compensation Manager, City of Cape Coral

Britt Martin, Senior Accountant, City of Cape Coral

Jeanette Kreuz, Senior Accountant, City of Cape Coral

Kevin Brown, Principal, Christa McAuliffe Elementary

Chris Cann, Principal, Oasis Elementary

Donnie Hopper, Principal, Oasis High School

Dr. Christina Britton, Principal, Oasis High School

Tim Loughren, Assistant Principal, Oasis High School

Marjorie Galyon, Transportation Coordinator

Christine Hoffman, Payroll Supervisor/Substitute Coordinator

Members of the City of Cape Coral Charter School Authority Transportation Department

Health Sterk, Educator, City of Cape Coral Charter School Authority

Michelle Hildebrand, general public

Barbara Klepper, general public

Kimberly Bruns, Assistant City Clerk

Members of General Public

5. Approval of Previous Minutes

Motion made by Member Nelson, Second by Member Ticich to approve the Minutes:

Regular Governing Board Meeting Minutes - June 12, 2018

Special Governing Board Meeting Minutes - July 13, 2018

6. Approval of Regular Meeting Agenda

Motion made by Member Traiger, Second by Member Ticich to approve an amended agenda for the City of Cape Coral Charter School Authority Governing Board Meeting on August 14, 2018 as follows: *Unanimous; Motion Carried*

WITHDRAW NEW BUSINESS, Item 14D: "Approval of City of Cape Coral Charter School Internal Funds Operating Guide Updates, July 2018 - MaryAnne Moniz, Business Manager and Penny Faulkner, Bookkeeper"

WITHDRAW NEW BUSINESS, Item 14F: "Approval of Charter School Network Support Analyst Job Description and Salary - Superintendent Collins"

ADD: UNFINISHED BUSINESS, Item 13B: “ Charter School Authority Instructional Staff Pay Parity Increase - Superintendent Collins, Angela D. Cline, Classification & Compensation Manager, City of Cape Coral”

ADVANCE “Item 12A: Staff Comment - Dr. Christina Britton, Principal, Oasis High School To “Public Comments - Item 7A: Staff Comment”

AND CONTINUE with the balance of the agenda items in the following order: Items 8-11, and 13 - 17.

7. Public Comment

- A. STAFF COMMENT - Dr. Christina Britton, Principal, Oasis High School went over some of the activities the high school has engaged in over the summer and gave a brief overview of the year ahead at OHS:**
- 13 new teachers and 2 new Guidance Counselors were recruited and hired; many with several years of experience and all with certifications that match their subject areas.
 - The OHS buildings were updated with both exterior and interior painting, including the lobby and some classrooms. *Further Explanation*
 - Parent-Administration “Meet and Greets” were had over the summer and it was a productive and positive exchange between everyone involved. In total there were three sessions with 55 parents and 23 teachers attending. *Further Explanation*
 - Open House was a big success as well. We had a smooth operation with little to no lines and students and parents getting information quickly. *Further Explanation*
 - AICE diplomas are in and 65 of our students passed! This is huge especially in terms of the financial support scholarships provide for many of our families. *Further Explanation*
 - Teacher training is starting to establish a schedule and we are trying to send teachers out as soon as possible. *Further Explanation*
 - Plans and Goals for the new school year include maintain an “A” school status, offer some exciting electives including journalism, drama, theater and chorus, increase the number of industry certifications and the CTE program, increase students involved in athletics and student activities, increase opportunities for student accountability to receive recognition and praise for positive behaviors, and finally increase parental involvement and positive public relations. *Further Explanation*
 - Please check our school calendar for upcoming events. Our homecoming this year is September 21st vs. Canterbury, and it’s also our school’s 10th Anniversary. *Further Explanation Thank You*

Dr Britton also introduced Timothy Loughren, her new assistant principal, who will also team with Tod Baldwin, Assistant Principal. Mr Loughren has more than 30 years of educator experience.

Chris Cann, Principal, Oasis Elementary introduced MaryBeth Grecsek his new assistant principal. Ms. Grecsek has data background, technology, and PLC experience. She has more than 23 total years in education, seven of them in administration, and she is very comfortable with culture of elementary students and their families Ms Grecsek spoke a few words.

Superintendent Collins introduced some members of her staff and teachers who also attended the meeting. She emphasized changing the time and meeting place from last year's morning meetings was designed to benefit higher attendance from teachers and staff.

B. No Public Comment

8. Consent Agenda

Motion made by Member Nelson, Second by Member Metzger. Approved with Unanimous Consent, Item 8A. "NEOLA Policy Updates: Policy Numbers - 0100, 0172, 1121.01, 1129, 1130,1150, 1210, 1220, 1242, 1419, 1419.03, 1420, 2260, 2261, 2280, 2417, 2421, 2431, 2431.01, 3120.08, 3121.01,3130, 3210, 3220, 3419, 3419.03, 3420, 4129, 4130, 4210, 4419, 4411, 4419.03, 5111.01, 5111.03, 5121, 5136, 5136.01, 5200, 5421.01, 5460, 5500, 5517.02, 5540, 5610.05, 5780, 5830, 6110, 6111, 6112, 6114, 6116, 6550, 6605,7310, 7410, 7450, 7540, 7544, 8305, 8330, 8340, 8390, 8475, 8500, 8510, 8600, 8800, 9130, 9150, 9160.01 - Superintendent Collins"

Motion made by Member Nelson, Second by Member Metzger. Approved with Unanimous Consent, Item 8B: "NEOLA Policy Updates: Policy Numbers- 1124, 1128, 1139.01, 1140, 1140.01, 1150, 1362, 3113, 3128, 3139.01, 3140.01, 3150, 3430, 4139.01, 4140, 4140.01, 4150, 5113, 5330.01, 5517, 5517.02, 5610, 5610.04, 5820, 7230, 7440, 7530.01, 7543, 8141, 8210, 8330, 8442, 8462, 8700 - Superintendent Collins"

Motion made by Member Nelson, Second by Member Metzger. Approved with Unanimous Consent, Item 8C: General Personnel Recommendations including administrative, certificated, support, and substitute staff appointments - Superintendent Collins"

*Motion made by Member Nelson, Second by Member Metzger. Approved with Unanimous Consent Item *D: Employee Add Pay for Additional Duties 2018-2019" - Superintendent Collins*

Motion made by Member Nelson, Second by Member Metzger. Approved with Unanimous Consent, Item 8E: "Transportation Agreement between Good Wheels Service, LLC and Cape

Coral Charter School Authority for Student Transportation Services beginning August 7, 2018”
- Superintendent Collins

9. Superintendent Report

Superintendent Jacquelin Collins Report:

After the summer break it was nice to see everyone back again - teachers were rejuvenized, students were happy and alert , and of course, and oyu could see and feel that everyone, students and staff was there because they wanted to be, and it was a beautiful first couple fo days. Yes, we’ve had some bumps with transportation but I’m very proud of everyone for giving their best effort and things have started to smooth out and we are ready to start a new school year.

Over the summer I’ve been sending you updates about the CME construction project around the school. Mr Brown and Ms Weeks have been meeting with UEP contractors and directors to come up with a way to make thinsg better, and traffic less congested and more open. Their plan is definitely working and should get better as parents become more familiar with the area. I would also like ot thank the City for helping us to quickly come up with solutions and a plan to move things along efficiently. *Further Explanation*

Our charter school system Threat Assessment Team met this week. One of the drills we must complete is an “Active Shooter” drill that will be discussed and previewed with students before the drill is actually run so that they are familiar with what they can do during this type of incident, and don’t become overwhelmed during the practice. Before we do the drills we will let parents know what drills we are running and when *Further Explanation*

The sliding gates and guard gate is almost here. Mark Ridenour said that he will have everything in place and usable by the end of September and at that point we will also hire a Security Guard. *Further Explanation*

This year’s first Town Hall meeting is scheduled for September 26th. The Strategic Planning Workshop is being scheduled and the Board Secretary will get back to you with dates and times. *Further Explanation.*

10. Chairman Report

No Report

11. Foundation Report

Gary Cerny, Foundation President

We took a break during the summer but before we left we cut the scholarship checks for all the students so now those kids are off to college and we are glad to help them. We also cut some checks for the Principal Non-Discretionary Funds which were raised by no uniform and jean passes fundraising.

Our focus this year is on coming up with creative and innovative ways to raise funds for our students. We believe this year especially, there is such a positive vibe amongst the schools.

Last but not least, in the next few days we are going to be releasing a process to apply for mini-grants that are small in the \$200-\$500 range, and later follow those up with a few larger grants for our teachers, as well. *Further Explanation*

12. Staff Comment

This Item was moved to: Item 7A: *PUBLIC COMMENT*

13. Unfinished Business

Motion made by Member Nelson to Table Item 13A: "Christa McAuliffe Elementary Expansion Project Proposal Options with Discussion of Options 1, 2, and 3, including Approval for Presentation to the City Council - Superintendent Collins, and Grady Minor & Associates, LLC for Further Information which is to be presented at the upcoming Regular Governing Board Meeting, September 11, 2018. Second by Member Traiger. Unanimous Vote

Board Member Jennifer Nelson would like to see a more comprehensive presentation to include illustrations of the three expansion options, and a detailed commentary from Grady Minor & Associates representatives before this item is offered to City Council for a vote.

Motion made by Member Traiger, Second by Member Nelson. Approved Unanimous, Item 13B: "Charter School Authority Instructional and Support Staff Pay Parity Increase" - Superintendent Collins and Angela D. Cline, Classification & Compensation Manager, City of Cape Coral

14. New Business

Item 14A: Motion made by Member Nelson, Second by Member Traiger. Approved Unanimous FY2017-18 Budget Amendment No. 2 - MaryAnne Moniz, Business Manager Further Explanation

Item 14B: Motion made by Member Nelson, Second by Member Traiger. Approved Unanimous FY2019-2021 Adopted Operating Budget - MaryAnne Moniz, Business Manager Discussion Held

Item 14C: Motion made by Member Nelson, Second by Member Metzger. Approved Unanimous School Resource Officer Program Agreement between the City and the City of Cape Coral Charter School Authority System - Superintendent Collins Discussion Held

Item 14E: Motion made by Member Traiger, Second by Member Ticich. Approved Unanimous Charter School Secretary Job Description and Salary Range - Superintendent Collins

Item 14G: Motion made by Member Nelson, Second by Member Metzger. Approved Unanimous Charter School Technical Support Specialist - Superintendent Collins

15. Final Board Comment and Discussion

Member Metzger wished everyone a good school year and also wanted to congratulate Mr Hopper for doing such an amazing job as the students and parents are very happy with our middle school.

Member Ticich says she appreciates the positive and happy tone that Oasis Elementary principal Chris Cann has set with his teachers, students and parents. She wishes everyone a good school year.

Vice-Chair Traiger complimented principals for getting their procedures in place so early and so smoothly. She also complimented Superintendent Collins for her teacher orientation day which was exciting and inspiring. She also wishes all four schools a happy and productive new school year.

Member Nelson welcomed MaryBeth Grecsek to our school system and teased “we are stealing all the good ones from Gulf.”

Parent Representative Robert Miniaci encouraged members of the public (Charter School Bus Drivers and the Transportation Coordinator) to speak. Member Nelson said that she had received an e-mail from them prior to the meeting expressing fear of losing their jobs, etc. Superintendent Collins briefly spoke about the assistance the City’s Fleet Dept has been in providing transportation support including personnel and vehicles. She cautioned it’s too early to tell what the department is eventually going to look like and operate within the next 30 days, but in the meanwhile, we are maintaining status quo, and she will be able to give more precise information about drivers and vehicles perhaps at the next meeting.

Superintendent Collins thanked Mark Moriarty and Angela Cline for all their assistance in helping update the NEOLA policies and warns there will be more updates in the very near future.

16. Time and Date of Next Regular Meeting

The next Regular Governing Board Meeting will be held on Tuesday, October 9, 2018 at 5:30 p.m., in Council Chambers.

17. Adjournment

The Governing Board adjourned at 7:10 p.m.

Respectfully Submitted,
Kathleen Paul-Evans
Charter School Authority Board Secretary
Executive Assistant to the Superintendent
City of Cape Coral Charter School Authority

**BOARD
APPROVED**

SEP 11 2018

CITY OF CAPE CORAL
CHARTER SCHOOL AUTHORITY


Secretary

Date of approval