



GOVERNING BOARD MINUTES

City of Cape Coral Charter School Authority

Governing Board Regular Meeting

Tuesday, October 9, 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, September 11, 2018 at Cape Coral Council Chambers. Chairman Michael Campbell called the meeting to order at 5:31 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), Sam Fisher, Vanessa Metzger (CL), Jennifer I Nelson, District 4 (CM), Angela Ticich(Edu), Robert Miniaci, Russell 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

Chris Cann, Principal, Oasis Elementary

Kevin Brown, Principal, Christa McAuliffe Elementary

Donnie Hopper, Principal, Oasis High School

Gary Cerny, Foundation President

Members of General Public - Linda Jo Prince, Paul Prince, Stacy Crum

Officer Hailey Tucker, CCPD Detail

5. Approval of Previous Minutes

Motion made by Member Fisher, Second by Member Traiger to approve the Minutes:

August 14, 2018.

6. Approval of Regular Meeting Agenda

Motion made by Member Nelson, Second by Member Fisher to approve an amended agenda for the City of Cape Coral Charter School Authority Governing Board Meeting on September 11, 2018 as follows: *Unanimous; Motion Carried*

WITHDRAW PUBLIC COMMENT Item 7A: "Student Presentation - Richard Rothausen, Oasis High School"

ADD CONSENT Item 8A: "Teacher Merit Pay: The Best & Brightest Educator Bonus Lists for Highly Effective and Effective Teacher" - Jacquelin Collins

and continue with the balance of the agenda scheduled for October 9, 2018.

7. Public Comment

No Public Comment

8. Consent Agenda

*8A. Motion made by Member Fisher, Second by Member Winstead Approved; Unanimous
Item 8A: "Teacher Merit Pay: The Best & Brightest Educator Bonus Lists for Highly Effective and Effective Teachers" - Superintendent Collins"*

*8B. Motion made by Member Nelson, Second by Member Fisher Approved; Unanimous
Item 8B: "Approval of General Rpersonnel Movements including administrative, certified, support, substitute staff and out-of-field appoitments - Superintendent Collins*

*8C. Motion made by Member Ticich, Second by Member Traiger Approved; Unanimous
Item 8C: "Approval of Charter School Authority Regular Governing Baord Meeting Dates, Location and Time 2019" - Member Ticich*

8D. Motion made by Member Traiger, Second by Member Fisher Approved; Unanimous Item 8D: "Approval of Superintendent Evaluation Forms and Schedule for Submission - Vice Chairman Traiger

9. Superintendent Report

Superintendent Jacquelin Collins Report:

Best & Brightest Teacher Bonus: Teachers are eligible for scholarship program bonus if they were rated "Highly Effective" or "Effective." Personnel evaluation procedures and criteria for category designation are outlined in Florida Statute Chapter 1012/1012.34.

Bonus awarded as follows: \$6,000 for teachers who received a composite score in the 80th percentile for ACT/SAT and who were evaluated as "Highly Effective;" \$1,200 for teachers who are rated "Highly Effective"; \$800 for teachers who are rated as "Effective"

By November 1, teachers must submit to Lee County School District for eligibility review. By December 1, the Lee County School District must report to the Department of Education the number of eligible classroom teachers who qualify in the district. By February 1, the State will disburse funds to the school district. By April 1, each school district will award the scholarship to each eligible classroom teacher.

Chairman Campbell clarified this bonus comes directly from the State and not the Charter School Authority. All B&B funding is provided through the Florida Department of Education.

Further Discussion

Troop Movements: Hired the following- Brent Richardson: Charter School Building Maintenance Supervisor; Mark Clark: IT Support Specialist; Gianna Reese: Social Worker (system wide); John Ferrara, Maintenance Tech. The system is still recruiting for a Transportation Coordinator. This position will still be necessary in the event that the transportation is outsourced because we would need a liaison between the parents and the vendor to work through issues and keep communication open and flowing.

Transportation: A routing software will be purchased to analyze our current routes to identify changes that could increase efficiency of our current routes. The cost of the software is \$179 per month / \$2500 per year (roughly) and can be cancelled any time.

Earlier this year, maintenance issues were discovered in our current fleet. Five busses had major issues - 2 of which are not 'repairable' (too costly). Therefore, a contract with Goodwheels was initially entered into for 30 days (at the start of the school year) but has been subsequently extended through December to keep our bus process flowing as smoothly as possible. The contract with Goodwheels entails the use of Goodwheels 4 busses/drivers. Goodwheels is leveraged when our drivers are sick or one of our busses breaks down. This is a

temporary solution as we move forward with the RFP Process (request for proposal) to investigate long term solution options for transportation. Our need is to provide bussing services for daily before/after school as well as field trips and sporting events. *Discussion Held*

Town Hall Meeting: The Town Hall Meeting on September 26th was very positive and productive. City Council Members Gunther and Nelson attended. Nelson wanted to publically thank Gunther for attending as she had to leave the meeting early.

Governing Board Chairman Mike Campbell indicated that all feedback the board has received has been positive, and commended leadership for the changes that have been made to improve things after the spring Town Hall Meeting

Governing Board Member Ticic commented how thoroughly impressed she was with all that Principal Britton had to say at the session and was really 'wowed' by her presentation of info for all the activities and opportunities taking place at OHS. *Further Discussion*

"Stop the Bleeding Coalition" Charity Drive: The 'Stop the Bleed Coalition' is a 501©3 charitable organization whose mission is to provide resources that enable collaboration and cooperation between the many people and organizations looking to train and equip the nation to reduce the loss of life due to traumatic bleeding. One facet of this initiative is the purchase of Bleed Control Kits. The Charter School Authority will begin a charity drive where parents can contribute financially toward the purchase of classroom kits. Information will be posted on our websites shortly. Further discussion regarding whether or not The Charter School Foundation determines if there is opportunity to leverage a grant for the supplies. *Further Discussion Held*

Teacher Advocay Group: The teachers within our charter school system would like to organize a 'Teacher Advocacy Group' that would improve communication and transparency with leadership and our teaching/support staff. The intent of this group is to be sure all teachers are 'kept in the loop' of what is going on in our system. Administration will work with principals from each of our schools to define protocols for this group before moving forward. All meetings will be held once on month. *Further Discussion*

City Economic Development Office Marketing: The Charter School Authority is working with the Economic Development Office to create a 30-minute piece about our Charter School System. The current target is an October filming. We are also discussing the possibility of a Chinese student exchange to compliment the Sister City project. *Discussion Held*

Strategic Planning Workshop: Scheduled for October 18th at 8:00am at the Yacht Club. We will serve a light breakfast will be served beginning at 7:30, and lunch will be provided. During this session, leadership will: Clarify: Review Vision and Mission Statements, SWOT Analysis, Gap Analysis Plan: Identify Primary Objectives Evaluate: Compare to Existing SMART Goals/Develop New SMART GoalsExecute: Focus on implementation of the plan. Pre-workshop workbooks have been distributed to attendees so they prepapre themselves for active discussions and multi-level participation. *Further Discussion*

10. Chairman Report

10A. Chairman Campbell praised Superintendent Collins and her staff for their professionalism and comprehensive presentation during the Town Hall Meeting. He also thanked Councilmember Gunther for attending and even answering a question. Campbell said he did not receive any negative input only positive and is looking forward to the next Town Hall. Go Sharks, Football!

10B. Board Reorganization: Vice Chair Traiger asked for clarification from Dolores Menendez, City Attorney, regarding the exact timing of a possible Governing Board reorganization and City Council elections, appointments, etc., alignment. Ms. Menendez clarified that the CSA Governing Board reorganizes itself in March for reset in April. Chairman Campbell agreed with the City Attorney that the Board will revisit reorganization in March 2019.

11. Foundation Report

Gary Cerny, Foundation President

Recognized the Foundation Board and its members for their dedication and efforts: Eric Feichthaler (Vice President), Jennifer Hoagland (Treasurer), Kristina DeMoya (Secretary), and members Chris Porter, Samantha Richardson, Jen-Hope Belis, Jami DiMaria, Heather Dinkel, Robert Hick's, and Gail Hawthorne. Thanks for all you do!

Great things are in the works for the 2018-2019 School Year among them: Teacher Grants: Eligibility for grants is reserved for existing teachers and administration who are seeking to attain or match funds for a qualifying project. Visit the Foundation website for access to the grant guidelines, grant assessment rubric, and the grant application. So far this year, grants have been issued for Shark Shed at OHS; Readers for 1st Graders at OES; private bussing for Salvadore Dali Field Trip (note: bussing is usually not covered by grants but this had extenuating circumstances); Family Science Night; Culinary Program at OHS to purchase supplies. There are currently 14 more applications to be reviewed by the Foundation next week

Upcoming Foundation Events:

December 2, 2018 : 80's Flashback Party at Dixie Roadhouse. Please go to the Foundation's website for news and fun costume ideas.

March 9, 2019: "Rally on the Green" This year the approach to the annual charter school rally has changed and will no longer be held at the German American Social Club. Activities will be the same; it's just at a different location with a fun theme.

May 3, 2019: Lighthouse Awards at the Yacht Club

12. Staff Comment

Chris Cann, Principal Oasis Elementary School (slide show presentation of Before and After projects)

There have been a ton of updates made to the physical appearance; it has been quite a transformation that the students, parents and staff LOVE! Changes include: Painted floor in the breezeway; Organization of Main Office; Mural added to the clinic/nurse area ; Additional shelving added inside the library; Newsroom has been added ; Mural added to the café entrance; Inside the café: spackled & painted, decals put up, informational cases put up to recognize student achievements; Mural added to the classroom entrance in the breezeway; Created an art room; Updated the stem lab (moving in the direction of STEAM). All of this was accomplished using monies from PTO and other fundraising events and did not impact the charter school budget

Two events upcoming at OES: Halloween Parade on October 31st at 9:30; Veteran's Day Program November 8th (8:45 for K-2 ; 10:15 for grades 3-5). The most exciting thing about this program is that it is being organized entirely by the students who are in the afterschool Leadership Club.

Dr. Christina Britton, Principal Oasis High: JROTC out-of-county Field Trip, Nov 16-18, 2018 in Punta Gorda for the annual Fall Camp.

13. Unfinished Business

CME Expansion Project - Superintendent Collins, Kevin Brown, Principal, Christa McAuliffe Elementary and MaryAnne Moniz, Business Manager

The options along with detailed cost criteria will be reviewed at the November 13, 2018 Regular Governing Board Meeting. This review and discussion is necessary because of a contract deadline approaching with the current portables. *Discussion Held*

14. New Business

MaryAnne Moniz, Business Manager:

Enrollment numbers at the charter school - Overall, the net effect is that we are over enrollment target by roughly 36 students across our four schools. This is great news. Discussion held regarding the need to scrub the enrollment targets for closer to actuals in order to ensure the targets are realistic going forward. Open seats at OES prompted this discussion, because there really is no room to fit more students though target shows as under. *Discussion Held*

Moving forward Mary Anne would like to review budget numbers monthly with the Governing Board: Specifically, a comparison of budgeted versus actual with an understanding of the variance (either positive or negative). The board agreed this would be useful going forward, and also suggested that the review include actual for current year and prior year. *Discussion Held*

Variances that have positively impacted our budget vs. actual: higher PICO funding received, Title 2 funding increased for teacher training purposes, change to legislature increasing teacher classroom funds by approximately \$51 per, and Title 4 grant for enrichment that Mr. Fennell applied for last year to offset the cost of Chromebooks at OES.
Discussion Held

Variances that have negatively impacted our budget versus actual: increase to insurance for workers compensation, cost of single source audit, Fleet Services and /GoodWheels contract, cost of maintenance and repairs of busses, cost of facilities maintenance support by the city, backflow system at Oasis campus is in dire need of repair, outsourcing of custodial services. *Discussion Held*

There was discussion around the tracking of assets and depreciation schedule of those assets. The city at this time tracks all assets but all assets don't belong to the city so the board is interested in seeing a list of assets along with the depreciation schedule of each and who is in charge of it. *Discussion Held*

15. Final Board Comment and Discussion

Member Ticich expressed appreciation to Superintendent Collins for continuing to do such a great job with the Town Hall. It appeared that you and your team were very well prepared and it left little room for parents to have any complaints. This was very well done. Also, I was very impressed with Dr. Britton from the high school - she was very eloquent and had many positive things to say about all the activities and events going on in her building; too bad more parents could not have been there to appreciate all this good information and stuff. Good job, keep it up! I teach children on a daily basis who live in China, so I'd love to be part of the Sister City Project.

Member Fisher: Great, great job all around. It's nice to hear so many positive words about the schools and the turn around this year has been amazing. Thank You

Michael Campbell reiterated praise for Superintendent Campbell and reminded everyone it's Cancer Awareness Month.

Member Nelson was very impressed with Town Hall graphics and procedures. She commented a lot of great things are happening with the charter schools and she is very impressed and happy about what she is seeing and hearing.

Member Winstead: Echoed the progress that has been made in a relatively short time. The perception and real work is very good and he would like to see the Superintendent keep moving on and and keep doing good.

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 7:18 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**

NOV 13 2018

CITY OF CAPE CORAL
CHARTER SCHOOL AUTHORITY

Secretary

Date of approval