



Superintendent's Interim Report to the City of Cape  
Coral Charter School Authority Governing Board  
August 1 – September 3, 2019

# *From the Desk of*

## Jacquelin Collins, Superintendent

Brian Blackwell, who is running for House of Representatives, District 77 stopped by our campus last week. It was for an informational session that focused on municipal charter schools and how we differ from traditional public schools. We discussed inequities in funding for charter schools, teacher salaries, lack of mental health resources for students, and the need to increase educational funding in Florida as a whole, amongst other topics. It was a productive conversation and I am always delighted to talk about how wonderful our system is.

- In August I attended the Women's Leadership Conference sponsored by the Cape Coral Chamber of Commerce. The annual conferences are designed to explore key topics that affect business women in South West Florida, and is a great opportunity to network with the local community.
- FYI, I will be a guest speaker at the Rotary Club of Cape Coral Goldcoast Chapter luncheon on Friday, September 13th to discuss what makes our Charter School System so unique, and our plans for the future.

# CSA System Update

*Jacquelin Collins, Superintendent*

The Parent survey as been developed and sent to parents to help us identify areas of parent satisfaction; it will be used for discussion at the September 26th Town Hall meeting. Questions were developed around the three major goals of the Strategic Plan: Student Achievement, Continuous Improvement, and Community Engagement, as well as some of the AdvancED accreditation categories from the 2015 process.

MaryAnne Moniz, CSA Business Manager, and I attended the City's four Budget Workshops to present our proposed and adopted budget to City Council. No changes to the existing budget have been recommended by Council. Additionally, on September 16th, Council will also adopt our new finance policy updates (with certain exceptions) so as to make our financial policies and procedures as closely aligned as possible with City policies. We have been working on this project for the last year.

Sometime in October follow-up discussions will take place to review the school system's sustainability ; some items to be discussed will include re-examining the lease agreement, assisting with debt payment, etc.

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# Business Management

*MaryAnne Moniz, Business Manager*

The FY 2019 Audit is still in progress by Clifton, Larson and Allen (CLA) and we anticipate a final report to be distributed sometime in September/October for Year Ending June 30, 2019.

- We continue to provide information to the City Auditor for the FY 2018-2019 Internal Funds/Best Practice Audit. This includes updating/developing new policies. These policies are being reviewed by City Finance for approval and continue to be presented to the Governing Board as we receive approval.
- The FY 2020 Operating Budget was approved on August 13, 2019 and has been uploaded into the general ledger system.
- Updating substitute positions in Kronos to eliminate City Payroll from having to perform unnecessary steps and to ease the process. This will be a team effort between the Business Manager, Human Resources and City Payroll.
- Finalizing Title IV expenditures for submission to the School District for reimbursement.
- Preparing FY 2019-20 Budget Amendment No. 2 for presentation at our next Governing Board Meeting. This will close out our last fiscal year. Once this is completed the FY 2020 Adopted Operating Budget Book will be updated and disbursed.
- City Budget Workshop was held on Tuesday, August 20, 2019. Discussion of the Charter Schools financial position is expected to begin in October.

# Maintenance

*Brent Richardson, Building Maintenance Supervisor*

- Working with B&I and Tekplan to finish up minor issues with install of new chiller at OHS gym building
- Normal daily maintenance issues/work orders are being completed in a timely fashion
- PMs of all HVAC and Refrigeration systems were completed and logged.
- Issued PO for Electric Gate at Christa (still need to run electric out to gate)

# Procurement and Food Service

*Danielle Jensen, Director*

- The Charter School is continuing to work on our technology plan to work on updates to the teacher workstations at CME, OHS and OES, purchase more Chromebooks across the campuses and determine a resolution to the upgrading of the classroom's Smartboards. Working with vendors to use competitively bid contracts to ensure the Charter School is getting the best pricing available.
- Annual Purchase orders have been issued for the 2019-20 school year. Many additional miscellaneous purchases have been issued with the beginning of the school year.
- The purchase of 2 school buses was completed and delivered in August.

# Procurement and Food Service

*Danielle Jensen, Director*

- Processing NSLP applications and still have 300 students that need to reapply by September 20 to keep their current status. Reminders to parents will go out in September.
- Training for all staff was completed by August 30. Except for one member that is on maternity leave, all staff has the annual requirements for the NSLP completed.
- Successful start of the school year with meals and participation at all cafeterias.

# IT /Tech Support

*Steve Cole, Network Support Analyst*



- Asset tagging is moving along, Mark has tagged computers in his two schools, as well as me in OMS, and OHS. Used it to check out Chromebooks to students, and it worked well.
- Working with City IT department and Mark on getting the Elementary schools up and running with Montage.
- Repairing keys and screens on Chromebooks.
- Checked on Server issue at CME, found power supply disconnected and it is now working. However, still need to replace logic board fan.

# Transportation Services

*William Wolter, Director of Transportation*



## **Student Assignment** **FY 2019/20**

Safety and reliability are the top two goals of our Transportation Services Department. Over the summer we carefully rerouted all of our bus routes for better coverage of most of the city's sectors, as well as looked into route timeliness, and cost efficiency. In addition, to address safety concerns we joined in a collaborative agreement with the City and the LCSD to align our buses with the District's semi-permanent stops. You should know many of these stops are scheduled for additional safety initiatives including street lights and raised benches.

In the meanwhile, the CSA provides "depot" stops or targeted bussing areas that are centralized between multiple family residences. By virtue of the way they are established, each depot stop is not within walking distance of a student's home. Therefore, parents are required to transport their student from home to the designated depot stop and back.

Furthermore, parents have been informed that bus assignments are linked to only the student residence(s) on file. Requests for specialized drop-offs at other organizations, day-care or other businesses will not be honored with the exception of our City-owned William Austen Youth Center, which offers an after care program similar to the ones currently held on our campuses.

# Human Resource

*Leisa Orcutt, S-CP, Human Resources Manager  
and Vicki McAtee, HR City Liaison*



## Hiring/Personnel Movement

During the summer HR processed over 48 personnel movements and new hires combined; this is down from last year's 53. Currently:

- Hiring ITS Administrator
- Hiring Bus Driver

## Resource Management

Tracked and archived all signed 2019-2020 contracts and employee evaluations for 2019. Currently:

- Developing with City guidance the job description and salary range for Senior IT Systems Administrator new hire.
- Updating KRONOS with CSA Business Manager and City Payroll to better track substitute duty station(s).

# Athletics

*Frank Haba, Oasis High School Athletic Director*



- OHS Athletic department is in compliance with the FHSAA and its Home Campus website for fall sports in regards to inputting schedules, rosters and other mandatory state requirements.
- OHS fall coaches have completed their First Aid/CPR/AED training and are certified
- OHS fall head coaches have received literature relating to all things dealing with concussions and were asked to share with their coaching staff.

New head coach hires for OHS fall sports include Jeannine Bandemer (boys and girls cross country), Ken Fritz (boys and girls golf) and Samantha Vanco (jv volleyball). All doing an amazing job for the Shark student-athletes!



# Christa McAuliffe Elementary

*Kevin Brown, Principal*

Things have started off on a positive note at CME! It's been exciting to get back into the swing of things.

**Open House** - was a huge success. All but a few families were present and the teachers/staff enjoyed meeting all of our new Students and their families.

**Curriculum Nights** - these are going well. We still have a few more grades next week.

**STAR testing** - all STAR testing is complete and we are currently analyzing the results.

**Christa Writes** - students participated in the first Christa Writes of the year and teachers felt good about the results.

**Spirit Night** - our first spirit night at Chick-Fil-A was a great!





# Oasis Elementary School

*MaryBeth Grecsek, Interim Principal*

OES has started their MindUp SEL curriculum. Students are learning about the brain, growth mind set and ways to regulate their emotions.



# Oasis Elementary

## OES WELCOMES NEW SRO!

OES welcomes SRO Officer Kolby Baty. This year students will see his well-trained smiling face around the campus, and in classrooms.



## MEET THE WATCH DOG DADS

Big Shout out to the Watch Dog Dads who helped out in the car line and gave everyone a warm 1<sup>st</sup> Day Welcome!



# Oasis Elementary

OES hosted a Parent Information Night for our *Growing Leaders* guest speaker, Josh Isenhardt. Parents learned about raising GenZ and how to help them be successful.





# Oasis Middle School

Donnie Hopper, Principal



A welcome back meeting was held with all students in 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grades. We spent time celebrating their academic and athletic success over the past year. Our current expectations were discussed, as well as the rewards and celebrations we have planned for this year.

# Oasis Middle



OMS held their first PTO Meeting of the year and it was a huge success with more than 50 people in attendance. Four new board members were selected for this school year.

# Oasis Middle

## EF CHINA TOURS OMS

A group of students from EF Tours China spent one day with us during the first week of school. The 19 students spent time in classrooms and ate lunch with students.



## NATION'S CAPITAL TRIP

June 15-18, 2020

Contact: Mrs Kreamer, Room 112

This summer social studies teacher Barbara Kreamer is expecting to take 20-40 students to Washington, D.C. She's hoping the educational tour will allow students to connect to our nation's history and culture.

The cost of the four-day trip is \$1942 inclusive with a parent payment plan of \$185 per month for 10 months. There will be one chaperone for every 10 students.

Students and parents interested in this life-changing city tour please contact Ms Kreamer at [Barbara.kreamer@capecharterschools.org](mailto:Barbara.kreamer@capecharterschools.org) or call the school at: 239-945-1999, Ext 121



# Oasis High School

Dr. Christina Britton, Principal

## OPEN HOUSE

The opening of school went very smoothly. We had a great freshmen orientation with a great turnout, and our evening open house was very well attended with hundreds of parents and students. OHS teachers spent the first few days of school getting to know their students, and reviewing our expectations for the year.

We are thrilled with the curriculum of our new Leadership class for our underclassmen. The students enjoy learning about themselves, their learning styles and personality types, as well as habits that make them successful students and people.



Our first SAC meeting was held August 28th with about 20 parents in attendance. We discussed our data from the previous year and goals for the upcoming school year, as well as developed a list of topics and potential guest speakers that our parents would like to learn about at upcoming meetings.

# GOVERNING BOARD CALENDAR

## SEPTEMBER DATES

- **2:** Labor Day - Schools Closed
- **10:** Regular Meeting, 5:30p.m.
- **25:** Student Early Release Day
- **26:** CSA Town Hall, 6:00-7:30p.m., OMS Cafe
- **30:** Rosh Hashanah – Schools Closed