

MINUTES OF THE
CAPE CORAL
CHARTER SCHOOL AUTHORITY GOVERNING BOARD
REGULAR MEETING

Tuesday, September 27, 2016
City of Cape Coral Yacht Club
9:00 a.m.

CALL TO ORDER: The Cape Coral Charter School Authority Governing Board of Lee County, Florida, met on September 27, 2016, at the City of Cape Coral Yacht Club, a Regular Governing Board Meeting. Chair Cosden called the meeting to order at 9:04 a.m.

INVOCATION: Chair Cosden

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA:

All in attendance

ROLL CALL: Boyer, Cosden, Fisher, Jackson, McMillan, Winstead, Zivkovic
Donaldson-excused
Lucas-Ross-excused

ALSO PRESENT: Bill Buztrey, Assistant City Attorney
Nelson Stephenson, Superintendent, Cape Coral Charter School Authority
Shannon Treece, Principal, Oasis Charter High School
Keith Graham, Principal, Oasis Charter Middle School
Donnie Hopper, Principal, Oasis Charter Elementary School
Jacque Collins, Principal, Christa McAuliffe Charter Elementary School
Danielle Jensen, Director of Procurement and Food Services, Cape Coral Charter School Authority
Mary Anne Moniz, Business Manager, Cape Coral Charter School Authority
Vicki McAtee, City of Cape Coral, Human Resource Liaison to Charter Schools
Deanna Brock, Parent at Oasis High School; Teacher at Oasis Elementary School
Katrine Berge, Parent at Oasis Elementary School; Teacher at Oasis Elementary School
Penny Faulkner, Parent at Oasis Middle School and Oasis High School;
Bookkeeper, Cape Coral Charter School Authority
Matt Laubhan, Teacher, Christa McAuliffe Elementary School
Brian Montag, Athletic Director, Oasis High School
Tanya Sykes, Teacher, Christa McAuliffe Elementary School
Nichole Moore, Teacher, Christa McAuliffe Elementary School
Stephanie Bloch, Parent, Oasis High School and Oasis Middle School; Sub-Teacher

Amy Ursitti, Parent, Oasis High School; Teacher, Christa McAuliffe Elementary School
Susan Taylor, Parent, Oasis High School; Teacher, Oasis Elementary School
Melissa Meehan, Teacher, Christa McAuliffe Elementary School
Nicolle Rockenbaugh, Teacher, Oasis Middle School
Nancy Oukasse, Teacher, Oasis High School
Kevin Brown, Assistant Principal, Christa McAuliffe Elementary School
JenHope Belis, Oasis Elementary School; Oasis Middle School
John Wilson, Oasis Booster Club
Vicki McAtee, Human Resources, Charter School Liaison
Shannon George, Teacher, Oasis High School
Chris Porter, Foundation
Eric Feichthaler, Oasis Elementary School; Foundation
Steve Cole, IT, Oasis High School
Adam Prawitz, Teacher, Oasis High School
Rick Theriault, IT, Oasis Middle School

APPROVAL OF MINUTES:

Motion to approve the minutes for the Regular Governing Board Meeting of August 9, 2016 was made by member Boyer and seconded by member Fisher.

Board vote: Boyer, Cosden, Fisher, Jackson, Winstead, Zivkovic

All “Yes’s,” motion carries.

APPROVAL OF THE AGENDA REGULAR MEETING:

Motion was made by member Fisher and seconded by member Boyer to approve the agenda with the following changes:

- Approval of the Formal Lease Agreement between the Charter School Authority and the City of Cape Coral-Bill Buztrey
- Approval of the Oasis Middle School TSA Field Trip on November 5, 2016 to Lake Buena Vista, FL-Keith Graham
- Table item 12E

Board vote: Boyer, Cosden, Fisher, Jackson, Winstead, Zivkovic

All “Yes’s,” motion carries.

SUPERINTENDENT REPORT:

Mr. Stephenson states that he is excited to discuss the strategic plan today.

Mr. Stephenson states the Rally will take place again this year. There is an organizational meeting tonight (9/27/16) at 5:00 PM at Oasis Elementary School for anyone who would like to attend.

Mr. Stephenson states that Chick-fil-A has allowed us to have 3 days to raise funds. On November 1st, 2nd and 3rd during breakfast, lunch and dinner Chick-fil-A will give 20% back from your food purchase if you mention one of our schools.

Mr. Stephenson states Chick-fil-A will rotate between Christa McAuliffe and the Oasis campus every other Thursday. Staff members are able to preorder lunch from a limited menu and pick up between 11:00 AM and 12:00 PM.

Mr. Stephenson states that he sent the board members a sample lobbying letter. He states that he will be attending either Southwest Florida Days or Cape Coral Days; they haven't decided the format yet. A group will travel to Tallahassee to discuss capital dollars. The lobbying letter will go out to the press as well.

Mr. Stephenson states that our system will be able to help out a local animal shelter. They are looking for people to help build boxes to collect monies. CME and OHS have people willing to build these boxes for the shelter.

Mr. Stephenson states the OES Booster-Thon was awesome. They were able to use the field and it played an integral role in the success of Booster-Thon.

Mr. Stephenson states Oasis High School has started an athletic booster program along with a parent/teacher/student organization.

Mr. Stephenson states that he is waiting for an arts booster program. A unified arts booster program will allow all of our programs to have donations given to them directly.

Mr. Stephenson states that he visited classrooms to see hands on learning. Lori McLain's class had students doing mock surgery and stitching. Andy McCarthy's class conducted a Colonial Fair. Another OHS teacher is having class in Oasis Woods, which is next to the school.

CHAIRMAN REPORT:

Chair Cosden states that she has no report today to keep the meeting brief.

FOUNDATION REPORT:

Chris Porter states there have been more people at the foundation meetings.

Chris Porter states that new officers have been elected.

Chris Porter states that Joe Nichols will perform at the rally for free.

Chris Porter states they have a banner sponsor who donated \$10,000.00.

Chris Porter states the money that coming back to the rally this year will go through the foundation and be divided between the schools. One hundred percent of the money raised will go back to the schools, teachers and students.

Chris Porter states there will be a meeting tonight, September 27, 2016 from 5:00-7:00 PM.

Chris Porter states Jami DiMaria has agreed to stay on as the rally chairperson.

Chris Porter states the Light House Awards have been scheduled for May 5, 2017 at the Yacht Club.

Chris Porter states that our system will participate in a website for donations called Donors Choose. The foundation will start the program off by giving donations. Teachers design a project on the website and then others can make donations.

PUBLIC COMMENT:

None

STAFF COMMENT:

Director of Procurement and Food Services

Danielle Jensen states national school lunch enrollment is currently at 34%.

Danielle Jensen states they started the verification process for the National School Lunch program on Friday. They take three percent of lunch applications and verify income.

Danielle Jensen states the official administrative review will be the week of February 6, 2017.

Danielle Jensen states she has been busy working on the \$100,000.00 list for the city. She has worked on 7 projects with various vendors. The total came to just under \$100,000.00.

Discussion held.

Christa McAuliffe Charter Elementary School

Jacque Collins states they had over 300 families attend the WATCH D.O.G.S kick-off. WATCH D.O.G.S. is a father figure organization.

Jacque Collins states Melissa Meehan was on ABC. She works with the Gulf Coast Humane Society on Saturdays bringing children with their favorite book to read to the dogs.

Jacque Collins states that one of their 4th grade students was featured on the news. She is raising money for buddy benches by selling soaps. She has raised \$627.91 so far. The Naples Soap Company will match her donations dollar for dollar.

Jacque Collins states her staff participated in ALICE training. ALICE training is an active shooter on campus training. The training teaches different ways of countering an active shooter.

Jacque Collins states their Booster-Thon will be held on October 10, 2016.

Jacque Collins states they started working on their School Improvement Plan.

Jacque Collins states they are receiving great results from their new kindergarten reading program *Super Kids*. Next year they will expand the program to first grade and on to second and third grades the year after that.

Oasis Charter Elementary School (OES)

Donnie Hopper states that he is thankful to be part of this system.

Donnie Hopper states the Booster-Thon is the biggest fundraiser they've had in a number of years. Teachers, support staff and PTO did an amazing job. It is time intensive. The event raised over \$35,000.00.

Donnie Hopper states it was nice to be able to use the back field for the Booster-Thon. It saves time and money by not having to bus students to another location.

Donnie Hopper states that he did a couple of *Meet the Parent* nights. Parents received information and were able to ask questions.

Donnie Hopper states that all grade levels have had curriculum nights.

Donnie Hopper states they have had a PTO meeting.

Donnie Hopper states they have had a spaghetti dinner.

Donnie Hopper states their school improvement plan has been written under their school advisory council. Their goals are in place for this year.

Donnie Hopper states that just as CME they have students who are struggling. Just as they have accelerated classes for the higher achieving students they need classes for their struggling students. These classes will start within the next couple of weeks. Reading will be the main focus at first. Those students will all be together in one room with two certified teachers and a paraprofessional.

Donnie Hopper states that he attended a reception at Broadway Palm for the *Keep Lee County Beautiful* calendar winners. Our schools were well represented. The elementary school had two winners recognized and their drawings will be in the 2017 calendar.

Oasis Charter Middle School (OMS)

Keith Graham states that students from the Cape Coral Technology College came and taught laparoscopic surgery techniques, orthopedics, surgical instruments and emergency room duties to the Science, Health, Engineering and Career classes.

Keith Graham states he has met with a dozen or so teachers to discuss cross curriculum planning and co-teaching their lessons.

Keith Graham states the girls and boys basketball and cross country athletic seasons have come to a close.

Keith Graham states this Thursday, September 29, 2016, there will be a *Schoolology* parent night.

Keith Graham states the week of October 10, 2016 will be their fall book fair. Parent night will be October 11, 2016.

Keith Graham states they are looking to send two teachers to Branson, MO. to attend the S.T.E.M. conference.

Keith Graham states the student council is going through their student government elective process.

Keith Graham states the student council is hosting a dance (sock hop) in the OMS gym.

Keith Graham states Red Ribbon week is coming up for alcohol awareness.

Keith Graham states that October is cancer awareness month and they will be doing some fundraising.

Discussion held.

Oasis Charter High School (OHS)

Shannon Treece states that OHS had a *Schoolology* training a couple of weeks ago. It was attended by 10-12 parents. They may need a follow-up session now that grading has begun. The program has been well received.

Shannon Treece thanks those who supported the Legion of Valor. Colonel Epkins and Sargent Smith did a wonderful job planning the ceremony. One student was recognized and all 735 attending students showed full respect and full participation.

Shannon Treece states they are trying to do specific things to support the new teachers on staff. Several teachers have already attended AICE training and a couple more are leaving tonight, September 27, 2016 for AICE training in Orlando. Those teachers who have attended came back feeling more confident in what they are doing.

Shannon Treece states that OHS teacher leaders will be present at the strategic planning meeting and she hopes the board gets to engage with them.

Shannon Treece states that much of what they have focused on in the beginning of this year has been the engagement piece. Getting students engaged in the environment, engaged in the conversations that are happening in class and doing learning.

Shannon Treece states that some of the upper level junior and senior students want to give back to the system by implementing *Reading Buddies* between them and elementary school students.

Shannon Treece states that October 4, 2016 is *Exhibition Night*. Students who have participated in a true project based learning activity will showcase their work.

Shannon Treece states the athletic boosters have begun and have made a lot of progress.

Shannon Treece states that a group of parents have been meeting every other week organizing a PTSO (Parent/Teacher/Student Organization). They are working on getting officers in place and then will determine where the volunteers need to be plugged into the school.

UNFINISHED BUSINESS

A. Strategic Plan-Nelson Stephenson

Mr. Stephenson states the strategic planning meeting will follow the regular governing board meeting. There will be a 10 minute break between meetings.

B. NEOLA-Nelson Stephenson

Mr. Stephenson states that he has met on three occasions with NEOLA representative Tom Young. The plan is to go live next week with the NEOLA policies. A link will be sent out to staff. Not all of the procedures will be complete at that time. Although procedures do not have to come before the board, they will be provided.

Mr. Stephenson states that he is meeting with principals and will develop a uniform travel form for field trips.

Discussion held.

NEW BUSINESS

A. Global Perspectives Trip Update-Shannon Treece

There will be more information coming. OHS will be in search of a new partner, Global Brigades does not allow for high school chapters.

B. Approval of the CME 4th Grade Overnight Trip to St. Augustine, FL. May 15-16, 2017- Jacque Collins

Motion was made by Member Boyer and seconded by Member Jackson to approve the CME 4th Grade Overnight Trip to St. Augustine, FL. May 15-16, 2017.

Board vote: Boyer, Cosden, Fisher, Jackson, Winstead, Zivkovic

All “Yes’s,” motion carries.

C. Approval of the Florida Municipal Insurance Trust Installment Billing-16/17 Fund Year-Mary Anne Moniz

Motion was made by Member Fisher and seconded by Vice-Chair Zivkovic to approve the Florida Municipal Insurance Trust Installment Billing-16/17 Fund Year.

Board vote: Boyer, Cosden, Fisher, Jackson, Winstead, Zivkovic

All “Yes’s,” motion carries.

D. Approval of the 2016-2017 Best and Brightest Teacher Scholarship Program Applicants-Nelson Stephenson

Motion was made by Member Boyer and seconded by Vice-Chair Zivkovic to approve the 2016-2017 Best and Brightest Teacher Scholarship Applicants.

Discussion held.

Board vote: Boyer, Cosden, Fisher, Jackson, Winstead, Zivkovic

All “Yes’s,” motion carries.

E. Approval of the OMS TSA Field Trip, Lake Buena Vista, FL., November 2-5, 2016-Keith Graham

Motion was made by Vice-Chair Zivkovic and seconded by Member Jackson to approve the OMS TSA Field Trip, Lake Buena Vista, FL., November 2-5, 2016.

Discussion held.

Board vote: Boyer, Cosden, Fisher, Jackson, Winstead, Zivkovic

All “Yes’s,” motion carries.

F. Approval of the Formal Lease Agreement Between the Charter School Authority and the City of Cape Coral-Bill Buztrey

Motion was made by Member Jackson and seconded by Member Winstead to approve the Formal Lease Agreement between the Charter School Authority and the City of Cape Coral.

Discussion held.

Board vote: Boyer, Cosden, Fisher, Jackson, Winstead, Zivkovic

All “Yes’s,” motion carries.

BOARD COMMENT:

Board members thanked Principals and staff for a great start to the school year.

Time and Date of Next Meeting

Regular Governing Board Meeting: Tuesday October 11, 2016, 9:00 a.m. in Council Chambers.

Adjournment

There being no further business, the meeting adjourned at 10:32 a.m.

Respectfully submitted,
Shannon Arthur
Executive Assistant to the Superintendent
Cape Coral Charter School Authority