

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

Tuesday, August 9, 2016
City of Cape Coral Council Chambers
9:00 a.m.

CALL TO ORDER: The Cape Coral Charter School Authority Governing Board of Lee County, Florida, met on August 9, 2016, at Council Chambers, a Regular Governing Board Meeting. Chair Cosden called the meeting to order at 9:00 a.m.

INVOCATION: Chair Cosden

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA:
All in attendance

ROLL CALL: Boyer, Cosden, Donaldson, Fisher, Lucas-Ross, McMillan, Zivkovic
Jackson-excused
Winstead-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
Jennifer Downs, Teacher, Oasis High School
Shannon George, Teacher, Oasis High School
Janet Omundsen, Teacher, Oasis High School
Mary Hess, Student, Oasis High School
Bryce Corcoran, Student, Oasis High School
Zahra Kahn, Student, Oasis High School
Bailee Peralto, Student, Oasis High School
Cole Logan, Oasis High School
Branden Pearson, Student, Oasis High School
George Calvar, Student, Oasis High School

APPROVAL OF MINUTES:

Motion to approve the minutes for the Regular Governing Board Meeting of June 14, 2016 was made by member Boyer and seconded by member Fisher.

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

All “Yes’s,” motion carries.

APPROVAL OF THE AGENDA REGULAR MEETING:

Motion was made by member Zivkovic and seconded by member Boyer to approve the agenda with the following change:

- To move *Public Comment* from agenda item 9 to before *Superintendent Report*.

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

All “Yes’s,” motion carries.

PUBLIC COMMENT:

Jennifer Downes states that she is an OHS Teacher. She began her teaching career as an elementary school teacher for Lee County School District. The standards bar has been set high by previous principals. Current principal Shannon Treece not only cares about her students and staff but about their families as well. Ms. Downes states that most of the OHS staff feels they are valued. Principal Treece has an infectious and positive spirit when she speaks to the staff. She encourages teachers to do whatever it takes to actively engage their students at all times. Principal Treece does extensive research for teachers and sends many articles to read at their convenience. Students love to be at OHS because it is a place they feel safe and valued. The family vibe at OHS is very strong. Principal Treece is willing to do whatever is right for the OHS students.

SUPERINTENDENT REPORT:

Mr. Stephenson states that he would like to welcome Oasis Elementary School Principal Donnie Hopper.

Mr. Stephenson states that he is excited for the start of this school year. Mr. Hopper is approachable and Mr. Stephenson has received many positive emails.

Mr. Stephenson states that we never really had a chance to celebrate our AdvancED accomplishment. AdvancED is an internationally known and recognized organization. A group of 4 or 5 individuals who are experts in the field come in and basically do an audit of our system. The AdvancED team spends four days talking to parents, students, teachers, administrators and board members. They go through our financials, our grades and other parts of our system. Mr. Stephenson states that for the first time in our schools’ history we have received the AdvancED Accreditation. This accreditation is effective until June

2021. This was a system-wide effort and is a huge accomplishment. Mr. Stephenson thanks everyone involved for being a part of this process.

Mr. Stephenson states the opening day ceremony was focused on family and culture. The Luau for Life organization was specifically highlighted. We have a parent and student in our system that are a part of Luau for Life.

Mr. Stephenson states that Shannon Treece came up with the idea of having our staff members create small 30 second snippet videos about why our system is so great. These were done by multiple members of our staff. The winning video and two runner-up videos were shown. The rest of the videos will be shown on our websites, open house and other public events.

Mr. Stephenson states that he is proud of the veteran staff members who are taking the roll of mentor.

Mr. Stephenson states that we have already had professional development opportunities at our schools.

Mr. Stephenson states the custodial system has been restructured over the summer. The principals are now the main authority over the custodians in their building.

Mr. Stephenson states there will be a common section in the faculty handbooks this year. Principals are still able to have what they want in their individual handbooks.

Mr. Stephenson states the Cape Coral Breeze will include our system in the *What's Cool in School* section.

Mr. Stephenson states that he is going to form several committees and will be asking the board members to volunteer.

CHAIRMAN REPORT:

Chair Cosden states that she attended the kick off day for back to school. She was happy to see the general attitude, people were cheerful. There is still a lot of staff who have been a part of our system since the beginning. It was good to see how excited everyone is for the new school year.

Chair Cosden welcomes Donnie Hopper to our system.

Chair Cosden wishes everyone good luck for the upcoming school year.

FOUNDATION REPORT:

Mr. Stephenson states there will be a more updated report next meeting.

STAFF AND BOARD COMMENT:

Christa McAuliffe Charter Elementary School

Jacque Collins states they are getting ready to kick off the school year. It is an exciting time.

Jacque Collins states there are quite a few new staff members.

Jacque Collins states one focus for this year is the integration of technology into the curriculum. Another focus will be on PBL (Project Based Learning).

Jacque Collins states CME's primary fundraiser this year will be Boosterthon. The money raised will be put towards technology.

Jacque Collins states they have a new kindergarten curriculum this year called Super Kids. If the program goes well, they will purchase it for 1st grade next year and then 2nd grade the year after.

Discussion held.

Oasis Charter Elementary School (OES)

Donnie Hopper shared a little about himself. He was born and raised right here in Lee County. This is his 15th year as an administrator and his 10th year as a principal.

Donnie Hopper invites the board to visit OES any time.

Donnie Hopper states the OES staff is passionate.

Donnie Hopper states there are 895 students registered this year.

Donnie Hopper states that he has met individually with almost every teacher.

Donnie Hopper states the most important focus this year will be to provide a safe and secure learning environment for all of our students.

Donnie Hopper states that we need to insure that our students are receiving the best possible academic experience.

Donnie Hopper states that OES will be doing the same fall fundraiser as CME. The Boosterthon brings together a character education component with an exercise component.

Donnie Hopper states that he looks forward to an amazing school year where OES will earn back their "A" grade from the state of Florida.

Oasis Charter Middle School (OMS)

Keith Graham states that OMS had their open house and it was extremely well attended. They used a different format and it cut down on the amount of time people stood in line waiting.

Keith Graham states they had over 150 students interested in participating in the chorus class. There were also over 250 students interested in participating in this year's production of *Legally Blonde*.

Keith Graham states the new staff is on board and getting caught up with policies, procedures and expectations.

Keith Graham states OMS will use the Schoology platform this year. It will allow students to build upon electronic portfolios that they can use throughout high school and take with them to college. There will be some evening opportunities for parents to learn how to access their students' account.

Keith Graham states they will have their fundraiser kick off in about two weeks. They will be doing *American Fundraising*.

Discussion held.

Oasis Charter High School (OHS)

Shannon Treece states their open house went well. Parents and students were able to come through the building at their own pace. There was a lot of positive feedback.

Shannon Treece states the opening professional development was incredibly positive. It was refreshing.

Shannon Treece states the OHS professional development for the week is training and getting new staff in sync with policies, procedures and handbooks. OHS has also done some team building activities which allowed the staff to get to know each other.

Shannon Treece states they will offer dual enrollment math this year. A teacher has been hired for this position.

Shannon Treece invites the board to stop by and visit the innovation lab. OHS has purchased 173 devices for students. Those devices will be placed into carts by department. Teachers will be able to use them in class. Ms. Treece appreciates the board's support.

Shannon Treece states that three teachers attended PBL (project based learning) training.

Shannon Treece states some teachers attended the *Model School Conference*. They brought ideas back on how to improve on what we are doing.

Shannon Treece states they will not be a "B" school for long. They know where the student gaps are, what interventions need to take place and the curriculum that needs adjustment.

Discussion held.

UNFINISHED BUSINESS

A. Strategic Plan-Nelson Stephenson

Mr. Stephenson states the strategic plan meeting typically is in conjunction with our regular board meeting. The next regular board meeting date is September 13, 2016 from 9:00 AM to 2:00 PM. Members Boyer and Donaldson will not be available for the September 13 meeting. September 20, 2016 date discussed but members Fisher and Donaldson will not be available. Tentative date will be September 22, 2016.

Goal 7.1.2 which relates to our technology infrastructure was completed this summer. It will be implemented in phases. Mr. Stephenson thanks the staff for working around the internet outages and Steve Beuerle for the extra time he put in. Mr. Stephenson thanks the City of Cape Coral IT Director who provided the needed support and personnel to help accomplish this.

Mr. Stephenson states that he believes that this year we need to focus on the specifics of the strategic plan already in place.

B. NEOLA-Nelson Stephenson

Mr. Stephenson states the administrative team met this summer to assist with the procedure piece. Procedures don't have to come before the board but Mr. Stephenson will be submitting them for the boards review. Future meetings will include assistant principals and teachers.

Mr. Stephenson states that he has met with our NEOLA rep. Tom Young and has updated ten of the policies. They are statutory changes and will be brought before the board at the next meeting. Very shortly we will be putting up our policy website. Our staff members will be able to go in and look at the policies.

Discussion held.

NEW BUSINESS

A. JROTC Presentation-Shannon Treece and Students

Battalion Commander Branden Pearson states that he had the opportunity to attend three very prestigious summer programs. He was able to experience fields he didn't even know he was passionate about. He had the opportunity to model our government and he was recognized as the Most Valuable Legislator.

Cadet Lt. Colonel Mary Hess states that over the summer she was able to travel to Annapolis MD and participate in the United States Naval Academy Summer Seminar. This allowed her to experience life at the academy. At the closing ceremonies she was named *Outstanding Candidate* by her company.

Bryce Corcoran had the opportunity to attend numerous programs this summer. West Point Summer Leaders Experience (SLE) gave him the opportunity to get a glimpse into academy life to see if it is truly for him. It covered the three main pillars of the academy: academics, leadership and physical fitness.

Zahra Khan states that over the summer she attended the H2O to Go Experience at Florida Atlantic University. She learned about the Kissimmee, Okeechobee and Everglades watershed. She also traveled to Okmulgee, Oklahoma for a camp called Native Vision where she was the youth volunteer leader. Native Vision is a three day camp that promotes a healthy lifestyle to Native American kids within the region. Zara is grateful for a principal and a high school that supports her.

Discussion held.

B. Global Perspectives Trip Proposal-Shannon Treece

Bailee Peralto states that Cole Logan and she are there to discuss Oasis High students taking a service trip to another country in the upcoming school year. A group of students were able to meet four times over the summer to discuss the possibilities.

Cole Logan states the group honed in on providing the basic need for water. They believe that as high school students they would have the ability to both provide water systems and teach communities the importance of disease prevention. Another idea was teaching sustainable water farming practices to lesser developed communities. The group also thought it would be good to work with local farm Echo to learn about sustainable farming practices if they were to pursue this option further.

Bailee Peralto states that something else they were working on is incorporating this into the AICE Global curriculum. This would be done through understanding and developing solutions to the problems that impact the country they decide to travel to. This will allow students to learn about the communities they will be helping when they are on the ground. The group is currently working with an organization called Global Brigades. Through this organization OHS would be able to choose their service focus from three options: public health, environment and water. FGCU has a medical chapter of Global Brigades and has offered to provide assistance in developing a chapter at OHS.

C. Discussion of 2016-2017 Fundraising—Rob Zivkovic

Motion was made by Vice-Chair Zivkovic and seconded by Member Boyer to table item until the next board meeting.

Board vote: Boyer, Cosden, Donaldson, Fisher, Zivkovic

All “Yes’s,” motion carries.

D. Discussion of 2016-2017 Superintendent Evaluation Format-Rob Zivkovic

Motion was made by Vice-Chair Zivkovic and seconded by Member Boyer to table item until the next board meeting.

Board vote: Boyer, Cosden, Donaldson, Fisher, Zivkovic

All “Yes’s,” motion carries.

E. Discussion of Teacher Retention-Nelson Stephenson

Nelson Stephenson states that there are so many different ways to look at teacher retention. Analysis information provided. Statistics can be disaggregated in various ways. Our system has had tremendous growth. Turnover rates vary widely. With size comes requirements, policies and procedures need to be in place. Mr. Stephenson states that since he has been here he has terminated less than 6 staff members. He can assure the board that many steps are taken before termination.

Discussion held.

*Meeting in Recess-10:54 AM
Meeting Back in Session-11:02 AM*

F. Approval of Requisitions for 2016-2017-Nelson Stephenson

1. 38917 Lee Electric
2. 38980 School District of Lee County
3. 38981 U.S Foods

Motion was made by Member Boyer and seconded by Member Donaldson to approve requisitions for 2016-2017.

Discussion held.

Board vote: Boyer, Cosden, Donaldson, Fisher, Zivkovic

All “Yes’s,” motion carries.

G. Approval of New Job Position, Bookkeeper-Nelson Stephenson

Motion was made by Member Boyer and seconded by Member Donaldson to approve the new job position, bookkeeper.

Discussion held.

Board vote: Boyer, Cosden, Donaldson, Fisher, Zivkovic

All “Yes’s,” motion carries.

H. Approval to Increase the Superintendent’s Purchasing Authority- Bill Buztrey

Motion was made by Vice-Chair Zivkovic and seconded by Member Fisher to approve an increase of the Superintendent's purchasing authority.

Board vote: Boyer, Cosden, Donaldson, Fisher, Zivkovic

All "Yes's," motion carries.

1. Motion was made by Vice Chair Zivkovic to allow Ms. Moniz to come up with a process that understands our budget needs in the summer and remove any road blocks that would prevent us from purchasing items such as electric, food and other necessities in the summer. Motion was seconded by Member Boyer.

Board vote: Boyer, Cosden, Donaldson, Fisher, Zivkovic

All "Yes's," motion carries.

I. Approval of the 2016-2017 Wellness Policy-Danielle Jensen

Motion was made by Member Donaldson and seconded by Member Boyer to approve the Wellness Policy.

Discussion held.

Board vote: Boyer, Cosden, Donaldson, Fisher, Zivkovic

All "Yes's," motion carries.

J. Approval of the 2016-2017 Adopted Operating Budget- Mary Anne Moniz

Motion was made by Member Donaldson and seconded by Member Boyer to approve the 2016-2017 adopted operating budget.

Discussion held.

Board vote: Boyer, Cosden, Donaldson, Fisher, Zivkovic

All "Yes's," motion carries.

BOARD COMMENT:

Member Fisher states that he had a great time at the in-service. The staff was very animated and very enthused.

Member Fisher states that he wants to thank the administrators and Mr. Stephenson for taking the high road on everything and looking out for the best interest of the schools and the kids. We all believe and have faith in you.

- Motion made by Member Fisher and seconded by member Boyer for a vote of confidence in Mr. Stephenson and the administration.

Board vote: Boyer, Cosden, Donaldson, Fisher, Zivkovic

All “Yes’s,” motion carries.

Member Fisher thanks the board for showing a unified front and looking out for the best interest of the schools and more importantly the kids.

Member Lucas Ross states that this past year we have had students come in to show and talk about what’s going on in the schools. It has been so wonderful. It feels good to watch the students. It benefits the community who do not always have the ability to go into the schools.

Member Lucas Ross states that she is excited to have Mr. Hopper on board. Thank you to Mr. Stephenson for the hiring process used to hire Mr. Hopper.

Vice Chair Zivkovic thanks the students for attending the meeting. It is inspiring to hear students speak eloquently and have ideas.

Vice Chair Zivkovic states that what the teachers do to keep the fire lit in the students is important.

Vice Chair Zivkovic welcomes Mr. Hopper.

Vice Chair Zivkovic thanks Mr. Hook. Mr. Hook had a fantastic tenure in the Oasis system. He was a great leader at OES and has helped build the foundation and support the culture.

Member Donaldson wishes everyone at the schools a wonderful 2016-17 school year. The board is here to help in any way, shape or form.

Time and Date of Next Meeting

Regular Governing Board Meeting: Tuesday September 22, 2016, 9:00 a.m., location to be determined.

Adjournment

There being no further business, the meeting adjourned at 11:56 a.m.

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