

GOVERNING BOARD MINUTES

City of Cape Coral Charter School Authority

Governing Board Regular Meeting

Tuesday, April 10, 2018 at 6:00 p.m.
Oasis High School - Cafeteria

1. Call to Order

A meeting of the City of Cape Coral Charter School Authority Governing Board of Lee County, Florida, met on Tuesday, April 10, 2018 at Oasis High School - Cafeteria. Vice-Chairman Michael Campbell called the meeting to order at 6:05 p.m.

2. Moment of Silence

Vice-Chairman Campbell

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

Vice-Chairman Campbell

4. Board Member Roll Call

Present: Vice-Chairman Campbell, Vanessa Metzger, Angela Ticich, Traiger, Winstead

Absent Excused: Fisher, McMillian, Nelson - District 4, Ross

Also Present: Jacquelin Collins, Superintendent

MaryAnne Moniz, Business Manager

Danielle Jensen, Director of Procurement and Food Services

Dolores Menendez, City Attorney

Mark Moriarty, Assistant City Attorney, City of Cape Coral

John Szerlag, City Manager

David Newlan, Chief of Police, City of Cape Coral

Jeanette Kreuz, Senior Accountant, City of Cape Coral

Gary Cerny, President, Charter School Foundation

Amanda Sanford, Principal, Oasis High School

Janet Altini, Teacher, Oasis Elementary School

Members of the Oasis Elementary 4th Grade Class - Janet Altini

Members of the General Public

5. Approval of Previous Minutes

Motion made by Member Winstead, Second by Member Traiger to approve the Minutes of the March 13, 2018. *Unanimous; Motion Carried*

6. Approval of Regular Meeting Agenda

Motion made by Member Traiger, Second by Member Winstead, to add "CONSENT: Item A: "Approval of Allocation of Funds for School Safety and Security" to the agenda, and approve the balance of the Agenda of the Regular Governing Board Meeting, April 10, 2018. *Unanimous; Motion Carried*

7. Public Comment

A. No Comments from the Public.

B. Board Reorganization:

C. The Members of the City of Cape Coral Charter School Authority Governing Board *unanimously* elected the following: Chairperson is Michael Campbell; Vice Chairperson is Tamisen Traiger. *By Unanimous; Nominations Accepted*

Board Nominations and Vote for Chairperson Michael Campbell: Campbell, Metzger, Traiger, Ticich, Winstead; Unanimous; Nomination Accepted

Board Nominations for Vice-Chairperson:

for Member Traiger: Ticich, Traiger, Winstead

for Member Metzger: Campbell, Metzger

Vote for Vice-Chairperson Tamisen Traiger: Campbell, Metzger, Ticich, Traiger, Winstead; Unanimous; Nomination Accepted

The New Governing Board Chairperson is: Michael Campbell

The New Governing Board Vice-Chairperson is: Tamisen Traiger

Board Chairman Campbell acknowledged two new Governing Board Members:

Angela Metzger, *General -at-Large* and Angela Ticich, *Education*

Dolores Menendez, City Attorney, advised the new members of their Sunshine Law responsibilities now that they are somewhat semi-public figures. She also encouraged them to seek advice from her office if they are unsure of what is prohibited speech and/or prohibited engagements with each other. The City Attorney reminded all members that if two or more members are present outside of a Board Meeting, they should not engage in any type of communication including emails, telephone conversations, texts, letters, etc., if it involves matters that are reasonably foreseeable to come before the Board for action. They must also assume that any document they have is a public record. All Board members nodded in agreement. *Further Explanation Continued*

8. Consent Agenda

8A.[Approved] Allocation of Funds for School Safety and Security - Chairman Campbell Motion made by Vice-Chair Traiger, Second by Member Winstead that with mutual intention and a formalized agreement to follow, the City of Cape Coral Charter School Authority agrees to contribute funds to the City of Cape Coral in the amount not to exceed \$530,650, which is to be used for safety initiatives, including capital outlay, and the City agrees to absorb all personnel costs. *Unanimous; Motion Carried*

Dolores Menendez, City Attorney, clarified the terms of the *Motion*: “The Charter School Authority agrees the allocation amount is not to exceed \$530, 650, and this amount will later be formalized in a written agreement, but for right now, the Charter School Authority is only agreeing for funds to be allocated to the City. Is this correct?” Chairman Campbell replied: “Correct, yes ma’am.”

John Szerlag, City Manager, further clarified “Mechanically what happens next, assuming the positive should the Board agree to allocate the funds, is that we are going to make this an agenda item for this coming Monday (April 16, 2018) to the City Council asking for a *Waiver of the Procurement Process*, which will give us time to take quotations as opposed to formal bids, which will take about three months. This way we will be able to construct the project in time for the start of the new school year in August 2018. Also, mechanically we will utilize City funding until such time there is an agreement in place that has the allocation transfer. Finally, I would like to thank the Board in advance for your cooperation in this regard.”

Chairman Campbell thanked the City Manager, and Chief David Newlan, City of Cape Coral Police Department, for providing their support and assistance. Further comments made.

9. Superintendent Report

Superintendent Collins Report:

New Oasis Elem Principal

A new principal has been hired for Oasis Elementary School. Mr. Chris Cann will tentatively join our charter school system on Monday, April 23, 2018 if the District releases him by that time. Chris comes from the District with more than 12 years of experience and brings a lot of great ideas to our campus, including data analysis expertise. Mr. Christopher Fennell will remain with us as the Assistant Principal, and we believe the two will work very well together.

Rediker Database Staff Trainings

Rediker database trainings have started at all the schools from now until June 18th; so far we have 12, 2-hour sessions scheduled and more if we need them. Additional training of the staff will pick up again early August. *Further Explanation Continued*

Strategic Plan Goal 1: Student Achievement

Math Programming: This year our focus was math because many of our school scores are low in this subject area, for example, overall Oasis Elementary scores were a low “B,” and Christa McAuliffe was a low “A.” We really need to improve our math achievement scores if we are to exceed or even maintain our current score status. We hired John Omundsen as our Math Curriculum Specialist to help us in this area, specifically to help us with data-driven decision making. John’s task is to help us figure out what we need to do to improve our math scores, help us analyze and collect our data, and finally educate our teachers on how to analyze the collected data, and implement necessary learning strategies. *Further Explanation Continued.*

MTSS(Multi-Tiered System of Support): This is for both math and reading; the main focus at the elementary level is for reading. We have done great trainings this year to help us early identify what are the roadblocks that are hindering our students as they learn to read and comprehend content. *Further Explanation Continued*

Vertical Planning and Alignment K-12: We are finding that some 6th and 7th graders have shortened math schedules in preparation for tests, and so some material is skipped and the range of 3/4/5 scores varies. So, in the middle school we are going to put only very high 3/4/5 scores together in the Algebra I class, and hopefully they will successfully pass the test/course. In other words, we are looking deeper into alignment in order to help close those knowledge gaps. *Further Explanation Continued*

Grading and Reporting: Grades must be accurate and reflect student performance. In the Elementary we reorganized our grading “buckets” determining how much weight each task/assignment/comprehension is worth, etc. to help us make better, fuller assessments of the data we are collecting. *Further Explanation Continued*

Professional Development: This year we have a list that includes Innovative School SUMMIT, PBL with Babcock Ranch in June, Disciplining At-Risk Students, several math workshops, *Teach Your Heart Out, The Complete Bullying Kit, and other refresher or new staff development programs. Further Explanation Continued*

10. **Chairman Report**

No Comments from the new Board Chairman.

11. **Foundation Report**

Gary Cerny, Foundation President: The Rally was a big success we didn't make a lot of money but we did have a great turnout of families. The final net figure will be released once we have the final numbers. *Further Discussion*

The Lighthouse Awards will be held Friday, May 4, 2018 at 6:00 p.m. at The Yacht Club. This a big night for our amazing teachers and we want to celebrate them. *Further Explanation*

Scholarship disbursements and grant writing ideas are still pouring in. *Discussion Held*

12. **Staff Comment**

Amanda Sanford, Principal, Oasis High School

Our teachers went to SUMMIT Training and this was an awesome time for our educators to really learn how to manipulate the platform. SUMMIT reps will be on our campus next week and give us a better view of how we can implement the program for our students next year. *Further Explanation.*

May 17th is SENIOR AWARDS NIGHT which will recognize each and every one of our seniors, some of whom have been with us since VPK. May 19th is graduation at 10:00 a.m. in the gym. Grad Bash is Friday. FSA Writes Reading is coming up and AICE runs May 30-June 11. JROTC continues to win. Sports news includes tennis, baseball, softball, and track and doing great! We had some college signing including Georgia Military and FGCU. *More School News Continued*

13. Unfinished Business

14. New Business

14A *[Approved]* Exterior painting RFB - Danielle Jensen, Director of Procurement and Food Service *Unanimous; Motion Carried*

14B. *[Approved]* Discussion and Approval of Superintendent Evaluation Tool(s) - Member Traiger: The goal today is to review the document and decide if this is the tool we want to use to evaluate the Superintendent's performance. The next goal is to have the adopted forms completed by mid-May, and a full evaluation to be completed by June 12th. The evaluation categories were collapsed and steam-lined to come up with four clear strategies, goals, and targets of the Strategic Plan. *Discussion Held*

Motion made by Member Winsted, Second by Member Ticich to approve the "Superintendent Performance Evaluation I" and establish a timeline for completion by the next Regular Governing Board Meeting, May 8, 2018. *Unanimous; Motion Carried*

14C. *[Approved]* Motion made by Member Winstead, Second by Member Metzger to approve the Design and Development of Oasis-Ensite Outdoor Learning Park. *Unanimous; Motion Carried*

Students from Janet Altini's fourth grade class presented board members with their presentation designs of the Oasis-Ensite Outdoor Learning Park, which is at no cost to the Board because students have solicited funding from private donations and mini-grants.

15. Final Board Comment and Discussion

16. Time and Date of Next Regular Meeting

The Budget Workshop will be held on Tuesday, April 17, 2018 at 9:00a.m., at City of Cape Coral Nicholas Annex, Room A200-Green Room, 815 Nicholas Parkway, Cape Coral, FL 33990

The next Regular Governing Board Meeting will be held on Tuesday, May 8, 2018 at 9:00 a.m. in Council Chambers.

17. Adjournment

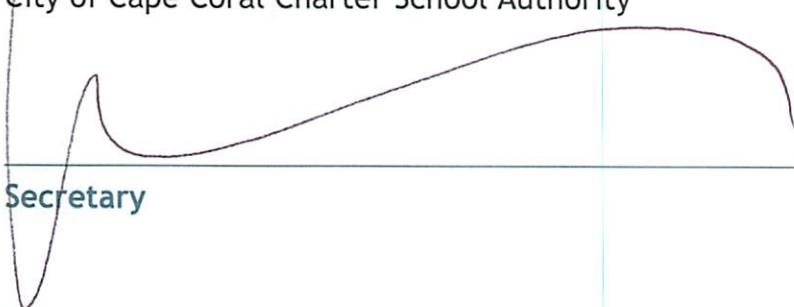
The Governing Board adjourned at 7:27 p.m.

Respectfully Submitted,

Kathleen Paul-Evans

Executive Assistant to the Interim Superintendent

City of Cape Coral Charter School Authority



Secretary

**BOARD
APPROVED**

MAY 08 2018

CITY OF CAPE CORAL
CHARTER SCHOOL AUTHORITY

Date of approval