AGENDA

REGULAR MEETING OF THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD

June 24, 2025 - 05:00 PM

Council Chambers, 1015 Cultural Park Boulevard, Cape Coral, FL 33990

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1. CALL TO ORDER
    a. Chair Kristifer Jackson
2. MOMENT OF SILENCE
    a. Chair Jackson
3. PLEDGE OF ALLEGIANCE
    a. Chair Jackson
4. ROLL CALL
    a. Members Atisele, Jackson, Katine, Kilraine, Michaels, Minaya, and Santos
    b. Parent Representatives Vacant/OHS, Schade/OMS, Gibson/OES, and Rouzeau/OEN
5. STUDENT/STAFF RECOGNITIONS
6. APPROVAL OF MINUTES
    a. Request for Approval of Charter School Authority Governing Board Budget Workshop Meeting Minutes on Tuesday, May 13, 2025

b. Request for Approval of Charter School Authority Governing Board Regular Meeting Minutes on Tuesday, May 13, 2025

7. CHANGES TO AGENDA / ADOPTION OF AGENDA

a. Request for Approval of the Agenda of the Regular Meeting, Tuesday, June 24, 2025

8. CITIZENS INPUT TIME

A maximum of 45 minutes is set for input of citizens on matters concerning the Charter School Authority Governing Board; 3 minutes per individual.

9. CONSENT AGENDA

a. CSA Resolution 11-25

A Resolution of the Cape Coral Charter School Authority Governing Board of the City of Cape Coral, Florida, approving Budget Amendment No. 1 for Fiscal Year 2025; providing for an effective date.

b. CSA Resolution 12-25

A Resolution of the Cape Coral Charter School Authority Governing Board of the City of Cape Coral, Florida,approving the Tentative Budget for Fiscal Year 2026 beginning July 1, 2025, and June 30, 2026; authorizing amendments; providing for an effective date.

c. CSA Resolution 13-25

A Resolution of the Cape Coral Charter School Authority Governing Board of the City of Cape Coral, Florida, establishing a Longevity Bonus Program for those eligible teachers and eligible support staff for the 2024-2025 School Year; authorizing the Cape Coral Charter School Authority to provide a one-time lump sum Longevity Bonus to those eligible teachers and eligible support staff; providing for an effective date.

d. CSA Resolution 14-25

A Resolution of the Cape Coral Charter School Authority Governing Board of the City of Cape Coral, Florida, approving the Oasis Charter School Mental Health Assistance Program for School Year 2025-2026; providing for an effective date.

10. UNFINISHED BUSINESS

a. CSA Resolution 15-25

A Resolution of the Cape Coral Charter School Authority Governing Board of the City

of Cape Coral, Florida, approving the Superintendent's Amended and Restated Employment Contract; providing for an effective date.

b. Chapter 26 Revisions Review, Discussion, and Approval (Continued from the May 13, 2025 Regular Meeting)

   CSA Resolution 8-25
   A Resolution of the Cape Coral Charter School Authority Governing Board of the City of Cape Coral, Florida, recommending that the Mayor and City Council enact certain revisions to Chapter 26 of the City of Cape Coral, Florida, Code of Ordinances.

11. NEW BUSINESS - None

12. SUPERINTENDENT REPORT

    a. Jacquelin Collins, Superintendent

13. CITY MANAGER REPORT

    a. Mark Mason, Assistant City Manager

14. COUNCILMEMBER REPORT

    a. Councilmember Joe Kilraine, District 5

15. CHAIR REPORT

    a. Kristifer Jackson, Chair

16. FOUNDATION REPORT

    a. Gary Cerny, President, Cape Coral Municipal Charter Schools Foundation

17. STAFF REPORT - No Activity

18. REPORTS OF BOARD MEMBERS AND COMMENTS

19. TIME AND PLACE OF FUTURE MEETING

    a. A Charter School Authority Governing Board Meeting is scheduled to be held on Tuesday, August 19, 2025, beginning at 5:00 p.m. in Council Chambers

20. MOTION TO ADJOURN

Members of the audience who address the Board/Commission/Committee shall step up to the speaker's lectern and give his/her full name, address and whom he/she represents. Proper decorum shall be maintained at all times. Any audience member who is boisterous or disruptive in any manner to the conduct of this meeting shall be asked to leave or be escorted from the meeting room.

In accordance with the Americans with Disabilities Act and Florida Statutes 286.26, persons needing a special accommodation to participate in this proceeding should contact the Office of the City Clerk whose office is located at City Hall, 1015 Cultural Park Boulevard, Florida; telephone number is 1239-574-0411, at least forty-eight (48) hours prior to the meeting for assistance. If hearing impaired, telephone the Florida Relay Service Numbers, 1-800-955-8771 (TDD) or 1-800-955-8700 (v) for assistance.

In accordance with Florida Statute 286.0105: any person who desires to appeal any decision at this meeting will need a record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is based.

MINUTES FOR THE WORKSHOP OF THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD

May 13, 2025

Council Chambers 4:00 p.m.

Workshop called to order by Chair Jackson at 4:02 p.m.

Roll Call: Members Atisele, Jackson, Katine, Kilraine, and Michaels were present. Members Minaya and Santos were not present.

Parent Representatives: Gibson/OES, Hoagland/OHS, Rouzeau/OEN, and Schade/OMS were not present.

Also Present:
Jacquelin Collins, Superintendent
Nicole Reitler, Mgmt. Budget Administrator
Mark Moriarty, Assistant City Attorney
Crystal Hand, Senior Management / Budget Analyst
Kathleen Paul-Evans, CSAGB Meetings Coordinator
Donnie Hopper, Principal OMS
Marybeth Grecsek, Principal, Oasis Elementary South
Kevin Brown, Principal, Oasis Elementary North
Kristie Belesiotis, CSA HR Manager

CITIZENS INPUT TIME

No Speakers

WELCOME AND INTRODUCTION

Mgmt. Budget Administrator Reitler welcomed the Board and introduced Crystal Hand, Senior Management/ Budget Analyst who worked directly on the Charter School Budget.

FISCAL YEAR PROPOSED BUDGET PRESENTATION

Mgmt. Budget Administrator Nicole Reitler displayed and explained the following slides:

- Budget Workshop No. 1, Start Here, Go Everywhere
- Agenda
  - Overview of Budget Process
  - Enrollment Projections
  - Budget Overview
  - Summary by School
  - Revenues
  - Staffing Changes

SUBJECT TO APPROVAL

- Expenditures
- Open Discussion/Conclusion

- Budget Process
- Enrollment Forecast
- Budget Overview
- Budget Overview by School FY2026
- Revenues
- LCI & PECO Funding
- Staffing Changes
- Personnel
- Operating (Major expenditures include Textbooks, Accounting and Auditing, Food & Beverage, Computer Software and License, Computer Equipment and Accessories, Fleet Charges, and Electric)
- Capital Outlay (Purchases include 2 buses, software and copier equipment, IT hardware, basketball hoop motor replacement, kitchen warmers, and kitchen upgrades)
- Leases
- Conclusion
- The FY2026 Proposed Operating Budget is $37,919,940, representing a 7.81% increase over the FY2025 Adopted Operating Budget of $35,171,500.
- The Final Tentative Budget will be presented in June 2025 to the Charter School Authority Governing Board for approval and will be incorporated into the City of Cape Coral Public Hearings for final approval in September 2025.

Discussion held:

Chair Jackson inquired about the 99% budgeting practice, is it still recommended?

Mgmt. Budget Administrator Reitler explained they were comfortable at 99% and monitoring actuals. Staying on top of the FEFP (Florida Education Finance Program) count for those revenues. There will be grants and other revenues that may come in throughout the year.

Chair Jackson asked about the 60% LCI funds, has it produced what we anticipated?

Mgmt. Budget Administrator Reitler explained for 2025, we received $90,000 more. It is based on the valuation for the Lee County District. Any adjustments could be addressed in a Budget Amendment.

Chair Jackson inquired about the increase in the budget by 7.81%. Where did we make up that difference?

SUBJECT TO APPROVAL

Mgmt. Budget Administrator Reitler explained there is an increase for the before and aftercare along with a full realignment of the budget and expenditures. This gave us the ability to plan better for the future and be more structurally sound in the future.

Member Atisele inquired about Slide 7 – Before and Aftercare, Staff to support the program.

Mgmt. Budget Administrator Reitler explained the costs for the program have already been incorporated into this budget presentation.

Member Kilraine inquired about enrollment. If we had no constraints economic or size wise, do we have a pent-up demand at every level?

Mgmt. Budget Administrator Reitler responded in the affirmative for enrollment. There is a spatial issue when it comes to not being able to add more students. She explained E-Rate involves IT needs, grant provided for those costs identified within the budget.

Member Kilraine inquired about the PECO funds. Do we anticipate it to drop or continue?

Mgmt. Budget Administrator Reitler explained:

- No additional direction on LCI or PECO once we hit the maximum 100% in 2028.
- LCI was around $4.5M, PECO was the other offset
- Calculation works backwards into it.
- LCI would pick up everything and PECO would fall off
- But we would still get that total amount of PECO and LCI

Member Kilraine inquired about anticipating the combination of the two to be less than what might be in 2028.

Mgmt. Budget Administrator Reitler explained at this moment in time we have no direction that it will change. If adjustments are needed, it will be addressed with a Budget Amendment or during the upcoming budget cycle.

Member Kilraine inquired about the salary increases and a survey in the next few years. What are the plans? Do we have satisfaction at this level?

Superintendent Collins explained there is a good satisfaction level. There is concern seeing what Lee County does for increases in the future. We do not know what to expect. Every year there is a 1% increase, and she mentioned end of year bonuses. These things keep people happy.

Member Kilraine wants to make sure we are able to maintain control in the loss of employees, have other incentives.

SUBJECT TO APPROVAL

Superintendent Collins discussed the creativity in the classroom also helps maintain the staff in addition to what they offer in salary.

Chair Jackson explained if we did have the room to grow, it appears that what we are receiving in LCI and PECO would offset costs.

Member Katine inquired about Page 5 – Budget Overview, specifically actual and adopted miscellaneous revenues with a spike in 2026, then, it is comparable for 2027 and 2028. She wondered about the difference.

Mgmt. Budget Administrator Reitler explained in 2026-2028 the increase in the miscellaneous revenues is for the before and after care program that we did not have in 2025.

Member Katine wondered if something was taken away in 2024-2025.

Mgmt. Budget Administrator Reitler explained there are certain items that come under Miscellaneous that increase the overall actuals. We budget conservatively for certain items. We are able to maintain a good balance moving forward because we added the before and after care program.

Member Katine had similar questions with the expenditures decrease in 2025 for the capital outlays, increase in 2026, then drops down in 2027-2028. Was it associated with the before and after care program?

Mgmt. Budget Administrator Reitler explained not completely. In 2025 we leased buses versus purchasing. In 2026 we will move forward with the purchase of two full buses.

Chair Jackson explained other schools do not have City Staff and struggle with audit findings needing presentation to the School Boards. We are very fortunate. He thanked City Finance Staff for having a balanced budget and not to have to worry about audits.

Discussion held regarding the first kilowatts that is used for the Charter School Building.

BUDGET RECOMMENDATIONS - N/A

FINANCE RECOMMENDATIONS - N/A

CONCLUSION - N/A

TIME AND DATE OF FUTURE BUDGET WORKSHOP

Chair Jackson noted there was not another date set for another Budget Workshop and will be discussed at a future regular meeting.

SUBJECT TO APPROVAL

Board agreed that there was not a need for a Second Budget Workshop this year.

MOTION TO ADJOURN

There being no further business, the workshop adjourned at 4:36 p.m.

Submitted by,

Kimberly Bruns, CMC
City Clerk

SUBJECT TO APPROVAL

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

May 13, 2025

Council Chambers 5:00 p.m.

Meeting called to order by Chair Jackson at 5:03 p.m.

Roll Call: Members Atisele, Jackson, Katine, Kilraine, and Michaels were present. Member Minaya and Santos were not present.

Parent Representatives: Hoagland/OHS was present. Gibson/OES, and Schade/OMS were not present. Parent Representative Rouzeau/OEN arrived at 5:11 p.m.

Also Present:
Jacquelin Collins, Superintendent
Kristie Belesiotis, CSA HR Manager
Mark Moriarty, Assistant City Attorney
Mark Mason, Assistant City Manager
Kathleen Paul-Evans, CSAGB Meetings Coordinator
Jennifer Koehn, Assistant Accounting Manager
John Omundsen, Director, Oasis STEM Innovation

MOMENT OF SILENCE – Chair Jackson

PLEDGE OF ALLEGIANCE – Chair Jackson

STUDENT/STAFF RECOGNITIONS

No activity

APPROVAL OF MINUTES

Request for Approval of Charter School Authority Governing Board Regular Meeting Minutes on Tuesday, April 8, 2025

Member Kilraine moved, seconded by Member Atisele, to approve the minutes (for the Charter School Authority Governing Board Regular Meeting held on April 8, 2025) as stated. Voice Poll: All "ayes." Motion carried.

CHANGES TO AGENDA/ADOPTION OF AGENDA

Request for Approval of the Agenda of the Regular Meeting, Tuesday, May 13, 2025

SUBJECT TO APPROVAL

Chair Jackson inquired if there were any changes to the agenda. There were none.

Member Kilraine moved, seconded by Member Atisele, to approve the agenda, as stated. Voice Poll: All "ayes." Motion carried.

CITIZENS INPUT TIME

No Activity

CONSENT AGENDA

CSA Resolution 5-25
A RESOLUTION OF THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA, APPROVING THE JOB DESCRIPTION AND SALARY RANGE FOR THE ENGLISH FOR SPEAKERS OF OTHER LANGUAGES COORIDNATOR POSITION FOR OASIS CHARTER SCHOOLS; PROVIDING FOR AN EFFECTIVE DATE. ***APPROVED***

CSA Resolution 6-25
A RESOLUTION OF THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA, APPROVING THE JOB DESCRIPTION AND SALARY RANGE FOR THE BEFORE AND AFTERSCHOOL PROGRAM DIRECTOR, ASSISTANT DIRECTOR, COUNSELOR/INSTRUCTOR, AND JR. COUNSELOR/INSTRUCTOR, FOR THE OASIS CHARTER SCHOOLS; PROVIDING FOR AN EFFECTIVE DATE. - ***APPROVED***

CSA Resolution 7-25
A RESOLUTION OF THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA, APPROVING NEOLA POLICIES FOR THE 2025-2026 SCHOOL YEAR FOR THE OASIS CHARTER SCHOOLS; PROVIDING FOR AN EFFECTIVE DATE. ***APPROVED***

CSA Resolution 9-25
A RESOLUTION OF THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA, APPROVING REOCCURRING PURCHASE ORDERS EXCEEDING $100,000, IN FISCAL YEAR 2026 UNDER COOPERATIVE PURCHASING AGREEMENTS WITH THE LEE COUNTY SCHOOL DISTRICT, THE STATE OF FLORIDA, AND OTHER APPROVED GOVERNMENT UNITS; AUTHORIZING THE SUPERINTENDENT TO EXECUTE ALL RELATED DOCUMENTS SPECIFIC TO THESE PURCHASES; PROVIDING FOR AN EFFECTIVE DATE. ***APPROVED***

Member Kilraine moved, seconded by Member Atisele, to approve Consent Agenda (Items 8.a, b, c, and d), as presented. Voice Poll: All "ayes." Motion carried.

SUBJECT TO APPROVAL

SUPERINTENDENT REPORT – Jacquelin Collins, Superintendent

CSA Resolution 10-25
A Resolution of the Cape Coral Charter School Authority Governing Board acknowledging receipt of the Wellness Policy Report for the 2024-2025 School Year.

Superintendent Collins provided a report on the Wellness Policy required by the National School Lunch Program.

Parent Representative Rouzeau arrived at 5:11 p.m.

Discussion held regarding
- Account for meals for student paid meals aka Joe Donation account
- Culinary class
- Culinary class space
- Types of meals under the student paid meals program
- Account increases and other ways to try and eliminate the sandwich type lunch instead of the typical lunch of the day
- No student goes without
- Excess tray concept / overflow shelf
- Food service employees
- Canned fruit is getting more expensive than fresh fruits and vegetables.
- Revisiting costs in the future

Member Atisele asked how often the Superintendent meets with the Food Service Department.

Superintendent Collins replied almost daily, and they monitor the price of foods.

Member Atisele also wondered about the expense of future nutrition changes.

Member Katine discussed meeting with the Food Service Manager and the positive relationship with the service team who knows the students' favorites. She emphasized the personal unique relationships with the students. As a Board Member and a parent, she expressed her appreciation. She added about the Joe Fund – a recent communication as a parent was received – she loved that, but she did not know what the Joe Fund was. Not everyone knows what it is.

Discussion held regarding:
- Possibility of raising the prices for lunch to accommodate increased costs
- When it gets to the point of losing money, will need to look at again in the future,
- It has been about 2 years
- Request for figures on actual costs versus money coming in
- Sharing this information

SUBJECT TO APPROVAL

- Operating in the black
- More ala carte being sold, the better we do
- Before changing, include the Food Service Workers in the Evergreen comparable
- Added in vacation days and can be revisited in the future

Superintendent Collins shared the following:

- Kudos to Oasis Crossing Guard – Luba who has worked with them since 2008
- Her husband, Vincent, who has volunteered with the CCPD full time for many years, recently passed, and Chief of Police Sizemore presented her with a memorial keepsake from Blue Line Bears, Very dedicated citizen and advocate for our students
- May 5th - Cape Coral Chamber of Commerce Awards and Excellence – students and teachers of excellence are recognized from all schools in Lee County
- Our winners at the High School were student Skylar Muncy and teacher was Mckenna Korchik
- OES teacher of excellence - Lynette Stockwell, our student was Micayla Feril
- OEN honored Desiree Salmiery and our student was Alyson Schuman
- OMS we honored Bridget Bruton and Allison Tarabokija
- May 6th - Mayor's Scholarship Award Celebration – Palmetto Pine Country Club
- Sophie Garcia received the Joe Coviello Memorial Scholarship Award
- Attended the JROTC Change of Command Farewell Ceremony
- Finance end of the year kickoff, winding down, aware of deadlines, what can be rolled over, etc.
- Charter School has a seat at the Emergency Operations Center now.
- Drill regarding experiencing a Cyber Security meltdown
- The City and Charter Schools went down – very eye opening.
- Explored how to prioritize the bringing of them both back online
- Who is first? How do we enable a mass amount?
- Clearinghouse data base of 9 agencies for safety-fingerprints are retained
- We will receive updates, photos for employees and vendors.
- White House Executive Order from President Trump about AI
- Advancing Artificial Intelligence Education for American Youth
- Purpose of order to get everyone up to par trained and to promote AI literacy
- Fostering public and private partnership to help K-12 education
- Presidential challenge
- Task Force is scheduled to create within 120 days
- Initiated professional development this summer AI micro-credentialling course

<u>Chair Jackson</u> expressed his gratitude for the Superintendent being part of the Emergency Operations Center. Was grateful for the award for Crossing Guard Luba.

Superintendent Collins reminded everyone:

- Tomorrow is Senior Awards Night in the High School Cafeteria

SUBJECT TO APPROVAL

- Thursday is Graduation at 7:00 p.m. at Alico Arena

Member Katine inquired about the security system in a cybersecurity emergency.

Superintendent Collins reminded the Board that this is a public meeting, and it can be discussed one on one

Discussion held regarding HR software and the self-disclosure policy in the event an employee gets arrested.

Assistant City Attorney Moriarty reminded the Chair to call the vote.

Chair Jackson asked for a motion on CSA Resolution 10-25 to acknowledge receipt of the Wellness Policy.

Member Kilraine moved, seconded by Member Atisele, to approve (CSA Resolution 10-25 to acknowledge receipt of the Wellness Policy). Voice Poll: All "ayes." Motion carried.

UNFINISHED BUSINESS

Chapter 26 Revisions Review, Discussion, and Approval

CSA Resolution 8-25
A Resolution of the Cape Coral Charter School Authority Governing Board of the City of Cape Coral, Florida, recommending that the Mayor and City Council enact certain revisions to Chapter 26 of the City of Cape Coral, Florida, Code of Ordinances.

Chair Jackson explained this would be a conversation tonight on Chapter 26. It consists of some changes to pass along to City Council for their consideration.

Superintendent Collins explained:

26-4 Student Community

- This would memorialize if you get into the system, you are guaranteed a seat all the way through to graduation with preferences valued.
- Siblings, parent in system or Governing Board Member, dependent of active military, an A student in the High School – all receive a preference.
- Will not have to apply from elementary to middle or from middle to high school
- AICE program preference
- Preference in an order
- Suggestion to have edits to be added as to the order of preference, employee would be above the Member of the Board
- Keep as written but switch active military with the children of members
- Employee – automatic

SUBJECT TO APPROVAL

- Board Members – automatic
- Student
- Sibling
- Employee
- Board
- Military
- Veteran preference
- Active military is automatic
- Lottery when entering kindergarten, middle, and high school
- Each year they re-enroll
- Reach out to the waiting list
- Roll all to the next school year in that particular school.
- Also from 5th to 6th and 8th to 9th
- Further research to be conducted as to the order of acceptance
- Section 26.4 Student Community – continued to the June meeting
- Structure of order
- Lottery system clarification
- Active military guaranteed

Section 26-9 Terms and Board Members

Discussion held regarding:

- Terms were changed from three years to two years.
- City updated their Boards. It is being updated to be consistent with City Council's Ordinance
- Staggered terms
- the language is changing the terms. Everyone was set already, just getting rid of the language that does not match. The terms are already operating under the change, it is the terminology.

Chair Jackson inquired about reorganization – new members voting for people they do not know.

Superintendent Collins explained the Ordinance allows us to postpone reorganizing December to January.

Discussion continued:

- Unintended consequences
- Ordinance that City Council passed streamlined all the Boards.

26-14 Adoption of Resolutions

Assistant City Attorney Moriarty explained when reviewing Chapter 26, we were not complying with the practice.

SUBJECT TO APPROVAL

Discussion held regarding amending Resolutions.

Member Michaels was concerned under section E. – delete the words "or rule."

Chair Jackson noted today was a great discussion for changes to be presented to City Council which we will vote on at the next meeting before doing so.

NEW BUSINESS

No activity

CHAIR REPORT – Kristifer Jackson, Chair

Acknowledgement of the Performance Evaluation of the Superintendent, SY 2024-2025

Chair Jackson:

- Thanked Parent Representative Hoagland who has a graduating senior.
- Attended the Mayor Scholarship Fund Event
- Congratulated Sophie Garcia who was on the Youth Council
- Attended the Volunteer Luncheon
- Thanked City Clerk Bruns for hosting it
- Met with the Mayor and Council Members about the Board's trajectory
- Feedback received was minimal. No news is good news.
- Performance Evaluation of the Superintendent
- The "highly effective" score of 3.82
- Original agreement signed in 2018-2019
- Since then, average performance scale is 3.88.
- Thanked Superintendent Collins for her hard work and dedication.
- He also acknowledged Kathleen Paul-Evans.
- We got teacher raises and a Sports Complex.
- Superintendent Collins went to all the meetings and did the heavy lifting.

Member Michaels wondered if this position was included in the Evergreen Study and if there were any adjustments to her salary.

Superintendent Collins responded she was not. She added that according to her contract if she is highly effective, she receives a 3% raise every year.

Member Kilraine expressed kudos to the Superintendent for managing the budget and nurturing the enthusiasm from all of her faculty. He could not be more pleased.

Member Katine echoed the wonderful sentiments.

SUBJECT TO APPROVAL

Member Kilraine moved, seconded by Member Atisele, to accept and approve Mrs. Collins' performance and evaluation. There were no objections.

Chair Jackson stated the motion carries to accept and approve Mrs. Collins' Superintendent's evaluation for the 2024-2025 year with a 3.82 highly effective score.

Superintendent Collins thanked the Board for their support. She would like to review her contract, time to take a look, and see how we can adjust and go from here.

Chair Jackson agreed; it has been seven years. We would have to nominate a Board Member to assist the Superintendent of the Charter School and the HR Manager along with the Assistant City Attorney to review and develop an updated employment agreement as requested by the Superintendent and return a draft to the Board for approval at our next meeting.

Member Kilraine nominated Vice Chair Michaels.

Vice Chair Michaels accepted the nomination.

Member Atisele, seconded by Member Kilraine, to approve the Board's nomination of Vice Chair Michaels to assist the Superintendent, the Charter School HR Manager and the Board Attorney to review and develop an updated employment agreement as requested by the Superintendent and to return a draft of the updated agreement to the Governing Board for approval during our next Regular Meeting scheduled for June 24, 2025. Voice Poll: All "ayes." Motion carried.

Discussion held regarding:

- Process
- In-house, City comparables
- HR Manager in conjunction with the Board Attorney and Ms. Michaels
- Come up with said comparables to present in the discussions to bring to Board with recommendations

Member Kilraine agreed.

Member Katine agreed and added that the Superintendent should provide assistance with a description of the District makeup so that HR Manager has those specific to identify the best comparables. Have the HR Manager lead the charge.

No objections received.

Chair Jackson looked forward to getting that information at our next meeting so that we can then vote on the item. To appear on the next agenda.

SUBJECT TO APPROVAL

CITY MANAGER REPORT
Mark Mason, Assistant City Manager

No report

FOUNDATION REPORT

Jennifer Hoagland, Treasurer, (for Gary Cerny President), Cape Coral Municipal Charter Schools Foundation, reported on:

- Selection for our Scholarship Candidates
- Will be announced at tomorrow's High School Award Ceremony at 6:00 p.m. at the High School

COUNCILMEMBER REPORT

District 5 Councilmember Kilraine reported on:

- Mayor's Scholarship participation
- Youth Council students from Oasis

Member Kilraine left the meeting at 6:28 p.m.

STAFF REPORT

Dr. John Omundsen, Director, Oasis STEM Innovation

Dr. John Omundsen, Director, Oasis STEM Innovation, provided an end-of-year report on Oasis STEM Innovation projects, activities, and awards.
Presented the following slides:

- Oasis STEM Innovation Update – May 13, 2025
- Oasis Elementary Robotics Competition
- Photos of attendance at the Competition
- Charity Event Awards
- High School Scholarship Winners (Sophie Garcia and Greg Kostrzewa both were awarded the Scientists' Society of Southwest Florida)
- Lee County Student Film and Television Awards – Robots in Car Manufacturing
- Robots in Car Manufacturing
- Artificial Intelligence

Chair Jackson inquired about Jabba the Huts.

Dr. Omundsen explained this is a big commitment at the senior level – 20-30 hours commitment a week, with fundraising at tens of thousands of dollars to have a competing robot. Build capacity at the younger grades - look at it into the future.

SUBJECT TO APPROVAL

Chair Jackson expressed gratitude to Dr. Omundsen for what he is accomplishing with AI – very glad for the training AI training described.

Member Atisele inquired about an AI policy; is this being developed?

Dr. Omundsen explained there is a draft proposal. He attended a full-day workshop and the facilitator taught them to get a policy in place. It covers acceptable use and how it can be integrated in the school – worked with a team to create. Should be shared in the next couple of weeks.

Member Katine requested a copy of the animation.

Dr. Omundsen agreed.

Member Atisele expressed her thanks to Superintendent Collins and commented on how she fought for Staff's salary increases.

Member Michaels agreed with Member Atisele's comments.

Parent Representative Hoagland shared her experiences with the Oasis School Program and will still be involved with the Foundation and the Concession stands. (This will be her last meeting in the Parent Representative position.)

Parent Representative Rouzeau thanked Superintendent Collins, too.

REPORTS OF BOARD MEMBERS AND COMMENTS

No reports.

TIME AND PLACE OF FUTURE MEETING

A Charter School Authority Governing Board Meeting was scheduled to be held on Tuesday, June 24, 2025, beginning at 5:00 p.m. in Council Chambers.

MOTION TO ADJOURN

There being no further business, the meeting adjourned at 6:45 p.m.

Submitted by,

Kimberly Bruns, CMC
City Clerk

SUBJECT TO APPROVAL

Meeting Type Charter School Authority Governing Board – Regular Meeting
Meeting Date June 24, 2025

Agenda Request Form
City of Cape Coral

Title:

CSA Resolution 11-25

Summary:

A Resolution of the Cape Coral Charter School Authority Governing Board of the City of Cape Coral, Florida, approving Budget Amendment No. 1 for Fiscal Year 2025; providing for an effective date.

Requested Action: Approve or Deny

Additional Information:

Prepared By:

Kimberly Bruns, City Clerk

CSA RESOLUTION 11 – 25

A RESOLUTION OF THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA, APPROVING BUDGET AMENDMENT NO. 1 FOR FISCAL YEAR 2025; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, City of Cape Coral Code of Ordinances Section 26-15 (a)(33)(f) states the Cape Coral Charter School Authority shall have the right and responsibility to adopt policies providing for fiscal management of charter schools with respect to purchasing, facilities, non-state revenue sources, budgeting, fundraising and other activities relating to fiscal management of Authority resources, including but not limited to the budgeting system, including setting budget deadlines and schedules, budget planning, and implementation and determination of budget priorities; and

WHEREAS the Cape Coral Charter School Authority Governing Board approved the tentative budget for Fiscal Year 2025 on June 25, 2024; and

WHEREAS, the Mayor and City Council adopted Ordinance 60-24 on October 2, 2024, which adopted the Fiscal Year 2025 official budget for the Cape Coral Charter School Authority; and

WHEREAS, the Cape Coral Charter School Authority Governing Board desires to amend the Authority's Operating Budget for Fiscal Year 2025.

NOW, THEREFORE, BE IT RESOLVED BY THE CAPE CORAL CHARTER SCHOOL GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA:

SECTION 1. The Cape Coral Charter School Authority Governing Board hereby approves Amendment No. 1 to the Fiscal Year 2025 Operating Budget. Copies of supporting documentation are attached hereto as Exhibits A through C.

SECTION 2. The Cape Coral Charter School Authority Governing Board hereby directs the Superintendent Pursuant to Section 26-15(a)(27) of the City of Cape Coral, Florida, Code of Ordinances, to submit the amendment to the City Council for approval.

SECTION 3. This resolution shall take effect immediately upon its adoption.

ADOPTED BY THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA AT THEIR REGULAR SESSION THIS _____ DAY OF _____, 2025.

_____
KRISTIFER JACKSON, CHAIR

VOTE OF MAYOR AND COUNCILMEMBERS:

JACKSON	_____	SANTOS	_____
ATISELE	_____	MINAYA	_____
KATINE	_____	KILRAINE	_____
MICHAELS	_____		

ATTESTED TO AND FILED IN MY OFFICE THIS _____ DAY OF _____, 2025.

_____
RECORDING SECRETARY

APPROVED AS TO FORM:

ALEKSANDR BOKSNER
CITY ATTORNEY

CHARTER SCHOOL AUTHORITY
FISCAL YEAR 2025 BUDGET AMENDMENT #1
ATTACHMENT A TO RESOLUTION 11-25

	FY 2025 ADOPTED BUDGET	BUDGET AMENDMENT INCREASE / (DECREASE)	REF #	FY 2025 AMENDED BUDGET
REVENUES				
Fund Balance brought forward	$ -	$ 228,120	6	$ 1,557,978
		223,082	7	
		1,106,776	8	
Intergovernmental	29,590,958	61,960	1	29,867,631
		50,320	2	
		975	3	
		134,424	9	
		28,994	13	
Capital Funding (PECO & LCI)	4,006,082			4,006,082
ESSERS	-	650,978	14	650,978
Charges for Service	1,061,962			1,061,962
Miscellaneous	474,498	70,000	4	585,946
		1,000	12	
		10,448	15	
		30,000	16	
Transfers In	38,000	19,443	10	76,886
		19,443	11	
				-
Total Charter School Operating Fund Revenues	$ 35,171,500	$ 2,635,963		$ 37,807,463
EXPENDITURES				
Personnel Services	$ 23,046,632	$ 1,458,500	5	$ 24,505,132
Operating	7,582,576	61,960	1	10,086,188
		50,320	2	
		975	3	
		70,000	4	
		768,768	8	
		134,424	9	
		19,443	10	
		19,443	11	
		1,000	12	
		28,994	13	
		650,978	14	
		10,448	15	
		30,000	16	
		(289,293)	17	
		946,152	18	
Capital Outlay	586,376	228,120	6	1,336,700
		223,082	7	
		338,008	8	
		(19,443)	10	
		(19,443)	11	
Debt Service	1,551,264			1,551,264
Transfers Out	946,152	19,443	10	38,886
		19,443	11	
		(946,152)	18	
Reserves	1,458,500	(1,458,500)	5	289,293
		289,293	17	
Appropriations & Reserves Charter School Operating Fund	$ 35,171,500	$ 2,635,963		$ 37,807,463

FISCAL YEAR 2025 BUDGET AMENDMENT #1
ATTACHMENT B TO RESOLUTION 11-25

Reference	Description	Amount
	Items Previously Approved by Charter School Board	
	Charter School Board Approved - September 17th, 2024	
1	**General Fund - General - Increase in Budget**	
	Charter School Authority approval of the Florida Department of Education (FDOE) Title IV Part A federal program for school year 24-25.	
	Increase Sources: Intergovernmental	61,960
	Increase Uses: Operating	61,960
	Charter School Board Approved - December 10th, 2024	
2	**General Fund - General - Increase in Budget**	
	Charter School Authority approval of Lee County School District Approved Oasis Charter Schools FY 25 Title II Allocations.	
	Increase Sources: Intergovernmental	50,320
	Increase Uses: Operating	50,320
3	**General Fund - Oasis Elementary North Fund - Increase in Budget**	
	Charter School Authority approval of the MSHE Foundation 2024-2025 Mark Schonwetter Holocaust Education Foundation Grant for the Power in Reading Holocaust Project for Oasis Middle School.	
	Increase Sources: Intergovernmental	975
	Increase Uses: Operating	975
	Charter School Board Approved - February 11th, 2025	
4	**General Fund - General - Increase in Budget**	
	Charter School Authority approval of the Gunterberg Charitable Foundation and Culliton Family for funding the Oasis Charter Schools STEM Innovation Program.	
	Increase Sources: Miscellaneous	70,000
	Increase Uses: Operating	70,000
5	**General Fund - General -No Change in Budget**	
	Charter School Authority approval of the class parity adjustment plan effective February 24, 2025.	
	Decrease Uses: Reserves	(1,458,500)
	Increase Uses: Personnel Services	1,458,500
6	**General Fund - Oasis Elementary North Fund - Increase in Budget**	
	Charter School Authority approval of the Oasis Elementary North Playground Replacement Project.	
	Increase Sources: Use of Fund Balance	228,120
	Increase Uses: Capital Outlay	228,120
7	**General Fund - Oasis Elementary Fund - Increase in Budget**	
	Charter School Authority approval of the Oasis Elementary South Playground Replacement Project.	
	Increase Sources: Use of Fund Balance	223,082
	Increase Uses: Capital Outlay	223,082
	Other Adjustments	
8	**General Fund - General - Increase Budget**	
	FY 2024 Encumbrance Carryforward.	
	Increase Sources: Use of Fund Balance	1,106,776
	Increase Uses: Operating	768,768
	Increase Uses: Capital Outlay	338,008

FISCAL YEAR 2025 BUDGET AMENDMENT #1
ATTACHMENT B TO RESOLUTION 11-25

Reference	Description	Amount
9	**General Fund - Charter School Authority - Increase in Budget**	
	Expenses for the portable project came in lower than budgeted - LCI funding is being sent back to the Charter Schools.	
	Increase Sources: Intergovernmental	134,424
	Increase Uses: Operating	134,424
10	**General Fund - Oasis Elementary Fund - No Change in Budget**	
	Reappropriate capital funds for the Shark Van replacement, which was purchased in FY 2024, to purchase Before and Aftercare Chromebooks and Carts.	
	Decrease Uses: Capital Outlay	(19,443)
	Increase Uses: Transfers Out	19,443
	Special Revenue Fund - Multi-Year Oasis Elementary Fund - Increase in Budget	
	Increase Sources: Transfers In	19,443
	Increase Uses: Operating	19,443
11	**General Fund - Oasis Elementary North Fund - No Change in Budget**	
	Reappropriate capital funds for the Shark Van replacement, which was purchased in FY 2024, to purchase Before and Aftercare Chromebooks and Carts.	
	Decrease Uses: Capital Outlay	(19,443)
	Increase Uses: Transfers Out	19,443
	Special Revenue Fund - Multi-Year Oasis Elementary North Fund - Increase in Budget	
	Increase Sources: Transfers In	19,443
	Increase Uses: Operating	19,443
12	**General Fund - Oasis High School Fund - Increase in Budget**	
	Recognize an FCGU donation for Daniel Lobo's participation in the 2024 Schulze Summer STEM Institute for K-12 teachers.	
	Increase Sources: Miscellaneous	1,000
	Increase Uses: Operating	1,000
13	**General Fund - General - Increase Budget**	
	Recognize grant funding received for Schoolwide Improvement Plan (SIP) - after school tutoring for students with disabilities, approved by the Board September 12, 2023. Budgeting the remaining balance for any FY 2025 expenses.	
	Increase Sources: Intergovernmental	28,994
	Increase Uses: Operating	28,994
14	**General Fund - General - Increase Budget**	
	Reconcile Elementary and Secondary School Emergency Relief III (ESSERIII) budget to actuals received.	
	Increase Sources: Intergovernmental	650,978
	Increase Uses: Operating	650,978
15	**General Fund - Oasis Elementary North Fund -Increase in Budget**	
	Appropriating the remaining balance of $10,448 from the Rist Family Foundation Makerspace 2023-2024 donation of $30,000.	
	Increase Sources: Miscellaneous	10,448
	Increase Uses: Operating	10,448
16	**General Fund - Oasis Elementary North Fund -Increase in Budget**	
	Accept Rist Family Foundation Makerspace 2024-2025 donation.	
	Increase Sources: Miscellaneous	30,000
	Increase Uses: Operating	30,000

FISCAL YEAR 2025 BUDGET AMENDMENT #1
ATTACHMENT B TO RESOLUTION 11-25

Reference	Description	Amount
17	**General Fund - General - No Change in Budget**	
	Balancing the FY 2025 budget by School.	
	Increase Uses: Reserves	289,293
	Decrease Uses: Operating	(289,293)
18	**General Fund - General - No Change in Budget**	
	Reclassifying LCI capital contribution to the City from a transfer out to an operating expense.	
	Decrease Uses: Transfers Out	(946,152)
	Increase Uses: Operating	946,152

Personnel Services - Staffing Changes - Attachment C

19a **General Fund - General - No Change in Budget**
Charter School Authority approved the addition of one (1) bus driver to cover additional routes, for a total bus driver count of 21 full-time equivalents(FTE). Payroll will be covered with FY 2025 personnel savings.

19b The FY 2025 budget split one teacher from Oasis Middle School to the High School. Adjusting the Oasis Middle FTE count to reflect the split as the Oasis High FTE was previously adjusted during the Budget Adoption. No financial budget impact.

19c Oasis Elementary School reclassed one (1) Teacher to Exceptional Teacher effective 9/4/2024. Payroll will be covered with FY 2025 personnel savings.

19d Oasis High School reclassed one (1) Teacher to Exceptional Teacher effective 9/4/2024. Payroll will be covered with FY 2025 personnel savings.

19e Reclass one (1) Transportation Dispatcher to Transportation Coordinator in June 2025. Payroll will be covered with FY 2025 personnel savings.

Sources	2,635,963
Uses	2,635,963
	-

FISCAL YEAR 2025 BUDGET AMENDMENT #1
ATTACHMENT C TO RESOLUTION 11-25

						Number of FTEs
Full-Time Equivalents (FTE) as of July 1, 2024						**364.25**
				New Classifications Only		
Classification	**Fund**	**Department**	**Annual Budget Impact[1]**	**Classification**	**Pay Range**	**FTE**
Add:						
Existing Classifications:						
Bus Driver	Administration	Transportation	$ 55,188			1.00
Remove:						
Teacher	Oasis Middle	Basic Instruction	$ -			(0.25)
Reclassifications:						
Reclass a Teacher to Exceptional Teacher	Oasis Elementary South	Basic Instruction	$ -			-
Reclass a Teacher to Exceptional Teacher	Oasis High	Basic Instruction	$ -			-
Relass a Transportation Dispatcher to Transportation Coordinator			$ 13,914			-
Subtotal						**0.75**
Full-Time Equivalents (FTE) as of June 24, 2025						**365.00**

[1] Budget impact of personnel costs only, including fringe benefits and taxes. Impact is covered with personnel savings.

Fund/Department	FY 2025 Adopted	Budget Amendment #1	FY 2025 Amended
Administration	37.00	1.00	38.00
Oasis Elementary South	87.00	-	87.00
Oasis Elementary North	83.75	-	83.75
Oasis Middle	78.50	(0.25)	78.25
Oasis High	78.00	-	78.00
Total Charter School Authority	**364.25**	**0.75**	**365.00**

FY 2025 Oasis Charter Schools Budget Amendment #1

June 24, 2025

FY 2025 Budget Amendment #1

- **Purpose is to modify the estimates of revenues and appropriations as previously Adopted and/or Amended. Examples include:**
  - Adjustments for previously Board approved items
  - Reclassification of budget by category
    - Department Service to Operating
  - Recognizing grant awarded funds
  - FY 2024 Encumbrance Carryforward
- **1st & Final Budget Amendment for Fiscal Year 2025**

OASIS CHARTER SCHOOLS
CITY OF CAPE CORAL

Summary and Overview

Revenues by Category	FY 2025 Adopted Budget	Budget Amendment Increase / (Decrease)	FY 2025 Amended Budget
Balance Forward	$ -	$ 1,557,978	$ 1,557,978
Charges for Service	1,061,962	-	1,061,962
Intergovernmental	33,597,040	927,651	34,524,691
Miscellaneous	474,498	111,448	585,946
Transfers In	38,000	38,886	76,886
Total	$ 35,171,500	$ 2,635,963	$ 37,807,463

Expenditures by Category	FY 2025 Adopted Budget	Budget Amendment Increase / (Decrease)	FY 2025 Amended Budget
Personnel Services	$ 23,046,632	$ 1,458,500	$ 24,505,132
Operating	7,582,576	1,557,460	10,086,188
Capital Outlay	586,376	750,324	1,336,700
Debt Service	1,551,264	-	1,551,264
Transfers Out	946,152	38,886	38,886
Reserves	1,458,500	(1,169,207)	289,293
Total	$ 35,171,500	$ 2,635,963	$ 37,807,463

OASIS CHARTER SCHOOLS
CITY OF CAPE CORAL

Summary and Overview

Grant Awards and Donations	
Florida Department of Education Title IV	$ 61,960
Lee County District Title II	50,320
Mark Schonwetter Holocaust Education Foundation	975
Gunterberg Charitable Foundation	70,000
FGCU donation for Schulze Summer STEM	1,000
Schoolwide Improvement Plan (SIP)	28,994
Elementary and Secondary School Emergency Relief III (ESSERIII) balanc	650,978
Rist Family Foundation Makerspace FY 2024	10,448
Rist Family Foundation Makerspace FY 2025	30,000

Other Adjustments	
Classification pay parity adjustment	$ 1,458,500
Oasis Elementary North and South playground replacements	451,202
FY 2024 Encumbrance carryforwards	1,106,776
City reimbursement of unspent LCI funds for Portable project	134424
Move budget into multi-year funds for Before and Aftercare program	38,886

OASIS CHARTER SCHOOLS
CITY OF CAPE CORAL

Staffing Changes

- **Addition of one (1) Bus Driver**
- **Reclass two (2) Teachers to Exceptional Teachers**
  - One (1) at Oasis Elementary South
  - One (1) at Oasis High School
- **Reclass one (1) Transportation Dispatcher to Transportation Coordinator**
- **Adjust 0.25 of an FTE from the Oasis Middle School that was split with the High School during FY 2025 adoption**

Fund/Department	FY 2025 Adopted	Budget Amendment #1	FY 2025 Amended
Administration	37.00	1.00	38.00
Oasis Elementary South	87.00	-	87.00
Oasis Elementary North	83.75	-	83.75
Oasis Middle	78.50	(0.25)	78.25
Oasis High	78.00	-	78.00
Total Charter School Authority	**364.25**	**0.75**	**365.00**

Conclusion

- Requesting approval for the Final Budget Amendment of FY 2025
- Any questions?

Meeting Type Charter School Authority Governing Board – Regular Meeting
Meeting Date June 24, 2025

Agenda Request Form
City of Cape Coral

Title:

CSA Resolution 12-25

Summary:

A Resolution of the Cape Coral Charter School Authority Governing Board of the City of Cape Coral, Florida, approving the Tentative Budget for Fiscal Year 2026 beginning July 1, 2025, and June 30, 2026; authorizing amendments; providing for an effective date.

Requested Action: Approve or Deny

Additional Information:

Prepared By:

Kimberly Bruns, City Clerk

CSA RESOLUTION 12 – 25

A RESOLUTION OF THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA, APPROVING THE TENTATIVE BUDGET FOR FISCAL YEAR 2026 BEGINNING JULY 1, 2025, AND JUNE 30, 2026; AUTHORIZING AMENDMENTS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Superintendent, pursuant to City of Cape Coral, Florida, Code of Ordinances Section 26-15 (b)(19) prepares an annual tentative budget to be submitted to the Charter School Authority Governing Board for adoption according to law and, when adopted by the Board, the Superintendent submits the adopted tentative budget to the appropriate agencies or authorities, when required by statute, and to the City Council which will adopt the official budget; and

WHEREAS, the Charter School authority Governing Board pursuant to City of Cape Coral Code of Ordinances Section 26-15 (a) (27) will prepare, adopt an annual charter school budget. After approval by the Board, the budget shall be submitted to City Council which shall have the power to add, delete, amend or modify the Authority's charter school budget. The budget, as approved by City Council, shall be the official budget that is implemented for the fiscal year

NOW, THEREFORE, BE IT RESOLVED BY THE CAPE CORAL CHARTER SCHOOL GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA:

SECTION 1. The Cape Coral Charter School Authority Governing Board does hereby adopt the budget, attached hereto as Exhibit A, as the tentative budget for the Cape Coral Charter School Authority for the Fiscal Year beginning July 1, 2025, and ending June 30, 2026, for submittal to City Council.

SECTION 2. The Cape Coral Charter School Authority Governing Board hereby directs the Superintendent to Pursuant to Section 26-15(a)(27) of the City of Cape Coral, Florida, Code of Ordinances, to submit the tentative budget to the City Council for approval of the official budget.

SECTION 3. This resolution shall take effect immediately upon its adoption.

ADOPTED BY THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA AT THEIR REGULAR SESSION THIS _____ DAY OF _____, 2025.

_____

KRISTIFER JACKSON, CHAIR

VOTE OF MAYOR AND COUNCILMEMBERS:

JACKSON	_____	SANTOS	_____
ATISELE	_____	MINAYA	_____
KATINE	_____	KILRAINE	_____
MICHAELS	_____		

ATTESTED TO AND FILED IN MY OFFICE THIS _____ DAY OF _____, 2025.

_____
RECORDING SECRETARY

APPROVED AS TO FORM:

_____
ALEKSANDR BOKSNER
CITY ATTORNEY

_____

CHARTER SCHOOL AUTHORITY
FISCAL YEAR 2026 APPROVED BUDGET
ATTACHMENT A To RESOLUTION 12-25

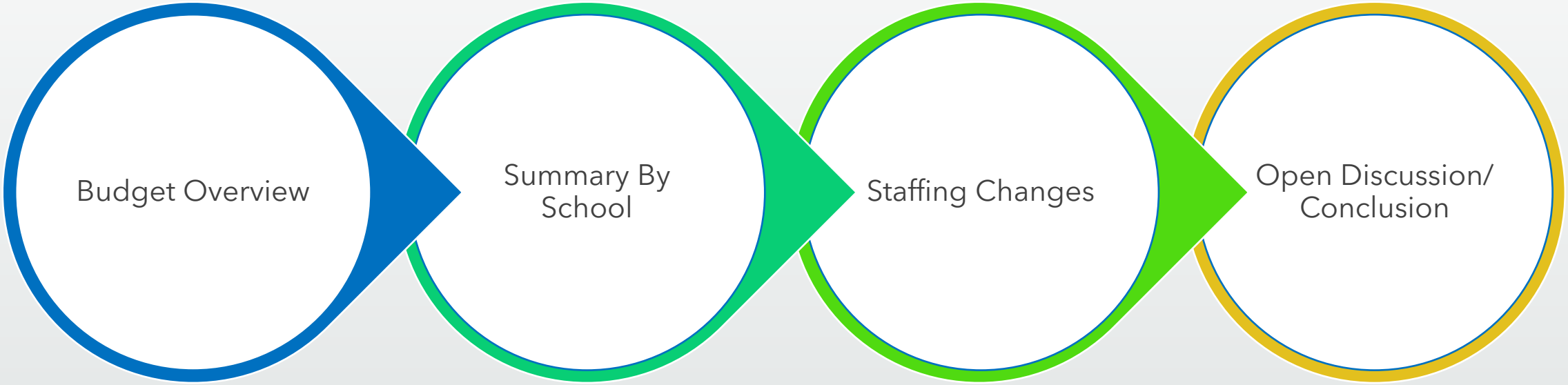
	FY 2026 APPROVED BUDGET
REVENUES	
Fund Balance brought forward	$ -
Intergovernmental	30,719,723
Capital Funding (PECO & LCI)	4,829,891
Charges for Service	1,847,017
Miscellaneous	478,994
Transfers In	44,315
Total Charter School Operating Fund Revenues	$ 37,919,940
EXPENDITURES	
Personnel Services	$ 24,606,556
Operating	10,724,952
Capital Outlay	1,037,168
Debt Service	1,551,264
Appropriations & Reserves Charter School Operating Fund	$ 37,919,940

OASIS CHARTER SCHOOLS
CITY OF CAPE CORAL

Budget Approval

June 24, 2025

Agenda


Budget Overview
Summary By School
Staffing Changes
Open Discussion/ Conclusion

Budget Overview

REVENUES Revenue Categories - Sources	FY 2024 Actual	FY 2025 Adopted	FY 2026 Proposed	% Change From FY 2025 Adopted	FY 2027 Proposed	FY 2028 Proposed
Intergovernmental	$ 32,005,373	$ 29,590,958	$ 30,719,723	3.81%	$ 31,466,330	$ 32,231,405
Capital Outlay (PECO)	1,974,802	1,960,832	2,102,891	7.24%	2,123,920	2,145,159
Capital Outlay (LCI)	909,511	2,045,250	2,727,000	33.33%	3,636,000	4,545,000
Charges for Services	1,194,154	1,061,962	1,847,017	73.92%	1,865,486	1,884,141
Miscellaneous	1,380,334	474,498	478,994	0.95%	460,516	446,600
Transfers In	53,447	38,000	44,315	16.62%	44,759	45,206
Total Revenues:	**$ 37,517,621**	**$ 35,171,500**	**$ 37,919,940**	**7.81%**	**$ 39,597,011**	**$ 41,297,511**

EXPENDITURES Expenditure Categories - Uses	FY 2024 Actual	FY 2025 Adopted	FY 2026 Proposed	% Change From FY 2025 Adopted	FY 2027 Proposed	FY 2028 Proposed
Personnel	$ 22,958,281	$ 23,046,632	$ 24,606,556	6.77%	$ 25,088,330	$ 25,529,317
Operating	8,546,910	8,528,728	10,724,952	25.75%	12,098,249	13,354,762
Capital Outlay	1,139,857	586,376	1,037,168	76.88%	297,600	300,600
Debt Service	1,604,280	1,551,264	1,551,264	0.00%	2,112,832	2,112,832
Transfers Out	500	-	-	0.00%	-	-
Reserves	-	1,458,500	-	0.00%	-	-
Total Expenditures:	**$ 34,249,828**	**$ 35,171,500**	**$ 37,919,940**	**7.81%**	**$ 39,597,011**	**$ 41,297,511**
Net Revenues & Expenditures	**$ 3,267,793**	**$ -**	**$ -**		**$ -**	**$ -**

OASIS CHARTER SCHOOLS
CITY OF CAPE CORAL

Budget Overview by School FY 2026

Revenues	Oasis Elementary South	Oasis Elementary North	Oasis Middle School	Oasis High School	Total
Intergovernmental	$ 7,760,828	$ 7,290,357	$ 7,125,152	$ 8,543,386	$ 30,719,723
Capital Outlay (PECO & LCI)	1,246,607	1,181,448	1,201,081	1,200,755	4,829,891
Charges for Services	566,490	471,536	408,145	400,846	1,847,017
Miscellaneous	115,281	116,717	122,904	124,092	478,994
Transfers In	21,383	12,819	7,559	2,554	44,315
Total Revenues	$ 9,710,589	$ 9,072,877	$ 8,864,841	$ 10,271,633	$ 37,919,940
Expenditures					
Personnel Services	$ 6,756,407	$ 6,366,526	$ 5,439,505	$ 6,044,118	$ 24,606,556
Operating	2,472,015	2,237,564	2,931,231	3,084,142	10,724,952
Capital Outlay	116,400	111,400	111,400	697,968	1,037,168
Debt Service	365,767	357,387	382,705	445,405	1,551,264
Transfer Out	-	-	-	-	-
Total Expenditures	$ 9,710,589	$ 9,072,877	$ 8,864,841	$ 10,271,633	$ 37,919,940
Net Revenues & Expenditures	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

OASIS CHARTER SCHOOLS
CITY OF CAPE CORAL

Staffing Changes

School	FY 2025 Adopted	FY 2025 Amended	FY 2026 Proposed	Variance
Oasis Elementary North	83.75	83.75	82.75	(1.00)
Oasis Elementary South	87.00	87.00	88.18	1.18
Oasis Middle School	78.50	78.25	75.25	(3.00)
Oasis High School	78.00	78.00	81.00	3.00
Administration	37.00	38.00	42.00	4.00
Grand Total:	**364.25**	**365.00**	**369.18**	**4.18**

Administration:
Added Bus Driver (2)
Added ESOL Coordinator (1)
Reclassified Paraprofessional II at OEN to ESOL Coordinator - Admin (1)

Oasis Elementary North (OEN):
Reclassified Paraprofessional II at OEN to ESOL Coordinator - Admin (1)
Reclassified Paraprofessional II to Teacher (1)

Oasis Elementary South (OES):
Added Food Service Worker (1)
Added Contract Jr. Counselor (.18)

Oasis Middle School (OMS):
Reclassified Teacher to Exceptional Teacher
Removed Teacher (2)
Removed Paraprofessional II (1)

Oasis High School (OHS):
Reclassified Assistant Principal to Teacher
Added Security Guard (1)
Added Teacher (2)

Conclusion

1. The FY 2026 Proposed Operating budget is $37,919,940, representing a 7.81% increase over the FY 2025 Adopted Operating Budget of $35,171,500.

2. Changes from Budget Workshop
   A. FY 2024 Actuals have been updated for rounding and category adjustments
   B. FY 2026-2028, Before and After Care revenue moved from Miscellaneous to Charges for Services.
   C. Reclassification of Transportation Dispatcher to Transportation Coordinator moved to Budget Amendment # 1for training purposes.
   D. Added .18 FTE at OES for Before & Aftercare Jr. Counselor position.

3. Questions?

OASIS CHARTER SCHOOLS
CITY OF CAPE CORAL

Meeting Type Charter School Authority Governing Board – Regular Meeting
Meeting Date June 24, 2025

Agenda Request Form
City of Cape Coral

Title:

CSA Resolution 13-25

Summary:

A Resolution of the Cape Coral Charter School Authority Governing Board of the City of Cape Coral, Florida, establishing a Longevity Bonus Program for those eligible teachers and eligible support staff for the 2024-2025 School Year; authorizing the Cape Coral Charter School Authority to provide a one-time lump sum Longevity Bonus to those eligible teachers and eligible support staff; providing for an effective date.

Requested Action: Approve or Deny

Additional Information:

Prepared By:

Kimberly Bruns, City Clerk

CSA RESOLUTION 13 – 25

A RESOLUTION OF THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA, ESTABLISHING A LONGEVITY BONUS PROGRAM FOR THOSE ELIGIBLE TEACHERS AND ELIGIBLE SUPPORT STAFF FOR THE 2024-2025 SCHOOL YEAR; AUTHORIZING THE CAPE CORAL CHARTER SCHOOL AUTHORITY TO PROVIDE A ONE-TIME LUMP SUM LONGEVITY BONUS TO THOSE ELIGIBLE TEACHERS AND ELIGIBLE SUPPORT STAFF; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Cape Coral Charter School Authority Governing Board recognizes and values the dedicated service of all the teachers and support staff; and

WHEREAS, the Longevity Bonus Program for the 2024-2025 school year has been reviewed by the City's Human Resources and Financial Services Departments; and

WHEREAS, all eligible teachers and eligible support staff, part-time or full-time, that are actively employed and in good standing as of the final working day of the 2024-2025 school will be eligible to receive the longevity bonus, substitute teachers or substitute support staff will not be eligible to receive this bonus; and

WHEREAS, years of service will be calculated based on continuous employment in specific employment classifications with the Charter School Authority as of June 2024, such calculations will be based on the years of service as identified below;

- 1-9 Years of Service;
- 10-14 Years of Service;
- 15-19 Years of Service;
- 20+ Years of Service; and

WHEREAS, the longevity bonus will be provided in a one-time lump sum payment within the paycheck of June 2025, this bonus is separate and apart from an eligible teacher's or eligible support staff's regular contractual salary or wage, and it will not be included in an eligible teachers and eligible support staff's base pay; and

WHEREAS, longevity amounts will be determined based on available funds and recommendations from the City of Cape Coral Human Resources and Finance Departments; and

WHEREAS, the Superintendent recommends that the Governing Board establish and approve the Longevity Bonus Program to provide eligible teachers and support staff a one-time bonus for the 2024-2025 school year.

NOW, THEREFORE, BE IT RESOLVED BY THE CAPE CORAL CHARTER SCHOOL GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA:

Section 1. The Cape Coral Charter School Authority Governing Board of the City of Cape Coral, Florida, hereby establishes the Longevity Bonus Program for the 2024-2025 school year.

Section 2. The Cape Coral Charter School Authority Governing Board of the City of Cape Coral, Florida, hereby authorizes the Superintendent to provide a one-time lump sum longevity bonus to those eligible teachers and eligible support staff as described in the Longevity Bonus Program.

Section 3. Effective Date. This resolution shall take effect immediately upon its adoption.

ADOPTED BY THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA AT THEIR REGULAR SESSION THIS _____ DAY OF _____, 2025.

_____

KRISTIFER JACKSON, CHAIR

VOTE OF MAYOR AND COUNCILMEMBERS:

JACKSON	_____	SANTOS	_____
ATISELE	_____	MINAYA	_____
KATINE	_____	KILRAINE	_____
MICHAELS	_____		

ATTESTED TO AND FILED IN MY OFFICE THIS _____ DAY OF _____, 2025.

_____
RECORDING SECRETARY

APPROVED AS TO FORM:

_____
ALEKSANDR BOKSNER
CITY ATTORNEY

_____
res/Longevity Bonus

BONUS 2024-2025 SCHOOL YEAR

Years of Service:		# OF STAFF	ADMINISTRATORS	Total	
1-9 YEARS	$ 1,000.00	13	1-9 YEARS	$	13,000
10-14 YEARS	$ 1,500.00	0	10-14 YEARS	$	-
15-19 YEARS	$ 2,000.00	0	15-19 YEARS	$	-
20+ YEARS	$ 2,500.00	0	20 + YEARS	$	-
ALL SUPPORT STAFF	$ 500.00				
			TEACHERS		
		156	1-9 YEARS	$	156,000
		17	10-14 YEARS	$	25,500
		17	15-19 YEARS	$	34,000
		6	20 + YEARS	$	15,000
		80	SUPPORT STAFF	$	40,000
			BASE AMOUNT:	$	283,500
			FICA/FRS:	$	62,370
	TOTAL:	289		$	345,870

Meeting Type Charter School Authority Governing Board – Regular Meeting
Meeting Date June 24, 2025

Agenda Request Form
City of Cape Coral

Title:

CSA Resolution 14-25

Summary:

A Resolution of the Cape Coral Charter School Authority Governing Board of the City of Cape Coral, Florida, approving the Oasis Charter School Mental Health Assistance Program for School Year 2025-2026; providing for an effective date.

Requested Action: Approve or Deny

Additional Information:

Prepared By:

Kimberly Bruns, City Clerk

CSA RESOLUTION 14 – 25

A RESOLUTION OF THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA, APPROVING THE OASIS CHARTER SCHOOL MENTAL HEALTH ASSISTANCE PROGRAM FOR SCHOOL YEAR 2025-2026; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 1006.041 of the Florida Statutes, all district schools, including charter schools must implement a school-based mental health assistance program that includes training classroom teachers and other school staff in detecting and responding to mental health issues and connecting children, youth, and families who may experience behavioral health issues with appropriate services; and

WHEREAS, schools must develop and submit to the District School Board for approval, a detailed plan outlining the components and planned expenditures of the school's mental health assistance program, in accordance with Section 1006.041(1); and

WHEREAS, the Florida Legislature, by and through the General Appropriations Act, ensures that eligible school districts receive a minimum of $100,000, with additional funding distributed based on the district's proportion of the state's unweighted full-time equivalent student enrollment; and

WHEREAS, Charter Schools submitting a separate plan are entitled to a proportionate share of their district's mental health assistance allocation, ensuring equitable access to mental health resources and those funds received may not be used to supplement other funding sources, or to increase salaries or provide bonuses; and

WHEREAS, the Superintendent recommends that the Governing Board approves the Oasis Charter Schools Mental Health Assistance Program for the 2025-2026 school year.

NOW, THEREFORE, BE IT RESOLVED BY THE CAPE CORAL CHARTER SCHOOL GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA:

Section 1. The Cape Coral Charter School Authority Governing Board of the City of Cape Coral, Florida, hereby approves the Oasis Charter Schools Mental Health Assistance Program for the 2025-2026 school year.

Section 2. Effective Date. This resolution shall take effect immediately upon its adoption.

ADOPTED BY THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA AT THEIR REGULAR SESSION THIS _____ DAY OF _____, 2025.

_____
KRISTIFER JACKSON, CHAIR

VOTE OF MAYOR AND COUNCILMEMBERS:

JACKSON	_____	SANTOS	_____
ATISELE	_____	MINAYA	_____
KATINE	_____	KILRAINE	_____
MICHAELS	_____		

ATTESTED TO AND FILED IN MY OFFICE THIS _____ DAY OF _____, 2025.

_____
RECORDING SECRETARY

APPROVED AS TO FORM:

_____
ALEKSANDR BOKSNER
CITY ATTORNEY

_____
rcs/Mental Health Assistance

OES

Mental Health Assistance Allocation (MHAA) Plan
2025-2026
Due August 1, 2025

District Name: 36-4143

Planned Funds and Expenditures 2025-2026

Section 1. MHAA Plan Funding Summary	$ Amount
MHAA provided in the 2025-2026 Florida Education Finance Program:	$55,000.00
Unexpended MHAA funds from previous fiscal years: Please confirm the unexpended amount with your Finance Department.	
Total MHAA Plan Funds for Section 1:	$55,000.00

Section 2. MHAA Planned Expenditure Summary – Funded by the MHAA Plan		Total $ Amount
Profession	**Total Number**	
School Counselor(s) – DOE-certified	0.55	$37,642.00
School Psychologist(s) – DOE-certified and/or DOH-licensed		
School Social Worker(s) – DOE-certified and/or DOH-licensed	0.25	$17,358.00
Other (DOH) Licensed Mental Health Services Providers		
Mental Health Administrator(s)		
Mental Health Support Staff (Upload in CIMS School Board Documentation)		
Total Planned Expenditures for Section 2:		$55,000.00

Section 3. MHAA Continued Summary of Planned Expenditures (Itemized expenditures)	$ Amount
Expenditures for services provided by community-based mental health program agencies or providers:	
Expenditures for professional development and training:	
Expenditures for travel (in-county, out-of-county, in-state, out-of-state):	
Expenditures for supplies, materials and equipment:	
Other Expenditures:	
Additional Expenditures (Total from sheet 2):	$0.00
Total Planned Expenditures for Section 3:	$0.00
Unexpended MHAA funds:	$0.00
Submission Date:	

See tab below for additional page to include itemized expendatures.
If you experience difficulty completing this form electronically, contact 850-245-7851 or StudentSupportServices1@fldoe.org.

Form Revised 5/9/2025

Mental Health Assistance Allocation (MHAA) Plan
2025-2026
Due August 1, 2025

District Name:

Planned Funds and Expenditures 2025-2026

Section 3. MHAA Continued Summary of Planned Expenditures	$ Amount
Total:	**$0.00**
Submission Date:	

If you experience difficulty completing this form electronically, contact 850-245-7851 or StudentSupportServices1@fldoe.org.

OEN

Mental Health Assistance Allocation (MHAA) Plan
2025-2026
Due August 1, 2025

District Name: **36-4151 School District of Lee County (Oasis Elementary North)**

Planned Funds and Expenditures 2025-2026

Section 1. MHAA Plan Funding Summary	$ Amount
MHAA provided in the 2025-2026 Florida Education Finance Program:	$51,000.00
Unexpended MHAA funds from previous fiscal years: Please confirm the unexpended amount with your Finance Department.	
Total MHAA Plan Funds for Section 1:	**$51,000.00**

Section 2. MHAA Planned Expenditure Summary – Funded by the MHAA Plan		Total $ Amount
Profession	Total Number	
School Counselor(s) – DOE-certified		
School Psychologist(s) – DOE-certified and/or DOH-licensed		
School Social Worker(s) – DOE-certified and/or DOH-licensed	0.25	$17,358.00
Other (DOH) Licensed Mental Health Services Providers		
Mental Health Administrator(s)		
Mental Health Support Staff (Upload in CIMS School Board Documentation)	0.49	$33,642.00
Total Planned Expenditures for Section 2:		**$51,000.00**

Section 3. MHAA Continued Summary of Planned Expenditures (Itemized expenditures)	$ Amount
Expenditures for services provided by community-based mental health program agencies or providers:	
Expenditures for professional development and training:	
Expenditures for travel (in-county, out-of-county, in-state, out-of-state):	
Expenditures for supplies, materials and equipment:	
Other Expenditures:	
Additional Expenditures (Total from sheet 2):	$0.00
Total Planned Expenditures for Section 3:	$0.00
Unexpended MHAA funds:	$0.00
Submission Date:	6/20/2025

See tab below for additional page to include itemized expendatures.
If you experience difficulty completing this form electronically, contact 850-245-7851 or StudentSupportServices1@fldoe.org.

Form Revised 5/9/2025

Mental Health Assistance Allocation (MHAA) Plan
2025-2026
Due August 1, 2025

District Name:

Planned Funds and Expenditures 2025-2026

Section 3. MHAA Continued Summary of Planned Expenditures	$ Amount
Total:	**$0.00**
Submission Date:	

If you experience difficulty completing this form electronically, contact 850-245-7851 or StudentSupportServices1@fldoe.org.

OMS

Mental Health Assistance Allocation (MHAA) Plan
2025-2026
Due August 1, 2025

District Name: Lee 36-4171

Planned Funds and Expenditures 2025-2026

Section 1. MHAA Plan Funding Summary	$ Amount
MHAA provided in the 2025-2026 Florida Education Finance Program:	$53,000.00
Unexpended MHAA funds from previous fiscal years: Please confirm the unexpended amount with your Finance Department.	
Total MHAA Plan Funds for Section 1:	$53,000.00

Section 2. MHAA Planned Expenditure Summary – Funded by the MHAA Plan		Total $ Amount
Profession	**Total Number**	
School Counselor(s) – DOE-certified	0.5	$34,245.00
School Psychologist(s) – DOE-certified and/or DOH-licensed		
School Social Worker(s) – DOE-certified and/or DOH-licensed	0.25	$18,755.00
Other (DOH) Licensed Mental Health Services Providers		
Mental Health Administrator(s)		
Mental Health Support Staff (Upload in CIMS School Board Documentation)		
Total Planned Expenditures for Section 2:		$53,000.00

Section 3. MHAA Continued Summary of Planned Expenditures (Itemized expenditures)	$ Amount
Expenditures for services provided by community-based mental health program agencies or providers:	
Expenditures for professional development and training:	
Expenditures for travel (in-county, out-of-county, in-state, out-of-state):	
Expenditures for supplies, materials and equipment:	
Other Expenditures:	
Additional Expenditures (Total from sheet 2):	$0.00
Total Planned Expenditures for Section 3:	$0.00
Unexpended MHAA funds:	$0.00
Submission Date:	6/20/2025

See tab below for additional page to include itemized expendatures.
If you experience difficulty completing this form electronically, contact 850-245-7851 or StudentSupportServices1@fldoe.org.

Mental Health Assistance Allocation (MHAA) Plan
2025-2026
Due August 1, 2025

District Name:

Planned Funds and Expenditures 2025-2026

Section 3. MHAA Continued Summary of Planned Expenditures	$ Amount
Total:	**$0.00**
Submission Date:	

If you experience difficulty completing this form electronically, contact 850-245-7851 or StudentSupportServices1@fldoe.org.

Form Revised 5/9/2025

OHS

Mental Health Assistance Allocation (MHAA) Plan
2025-2026
Due August 1, 2025

District Name: School District of Lee County

Planned Funds and Expenditures 2025-2026

Section 1. MHAA Plan Funding Summary	$ Amount
MHAA provided in the 2025-2026 Florida Education Finance Program:	$56,000.00
Unexpended MHAA funds from previous fiscal years: Please confirm the unexpended amount with your Finance Department.	
Total MHAA Plan Funds for Section 1:	**$56,000.00**

Section 2. MHAA Planned Expenditure Summary – Funded by the MHAA Plan		Total $ Amount
Profession	**Total Number**	
School Counselor(s) – DOE-certified		$38,642.00
School Psychologist(s) – DOE-certified and/or DOH-licensed		
School Social Worker(s) – DOE-certified and/or DOH-licensed		$17,358.00
Other (DOH) Licensed Mental Health Services Providers		
Mental Health Administrator(s)		
Mental Health Support Staff (Upload in CIMS School Board Documentation)		
Total Planned Expenditures for Section 2:		**$56,000.00**

Section 3. MHAA Continued Summary of Planned Expenditures (Itemized expenditures)	$ Amount
Expenditures for services provided by community-based mental health program agencies or providers:	
Expenditures for professional development and training:	
Expenditures for travel (in-county, out-of-county, in-state, out-of-state):	
Expenditures for supplies, materials and equipment:	
Other Expenditures:	
Additional Expenditures (Total from sheet 2):	$0.00
Total Planned Expenditures for Section 3:	$0.00
Unexpended MHAA funds:	$0.00
Submission Date:	6/20/2025

See tab below for additional page to include itemized expendatures.
If you experience difficulty completing this form electronically, contact 850-245-7851 or StudentSupportServices1@fldoe.org.

Form Revised 5/9/2025

Mental Health Assistance Allocation (MHAA) Plan
2025-2026
Due August 1, 2025

District Name:

Planned Funds and Expenditures 2025-2026

Section 3. MHAA Continued Summary of Planned Expenditures	$ Amount
Total:	**$0.00**
Submission Date:	

If you experience difficulty completing this form electronically, contact 850-245-7851 or StudentSupportServices1@fldoe.org.

Meeting Type Charter School Authority Governing Board – Regular Meeting
Meeting Date June 24, 2025

Agenda Request Form
City of Cape Coral

Title:

CSA Resolution 15-25

Summary:

A Resolution of the Cape Coral Charter School Authority Governing Board of the City of Cape Coral, Florida, approving the Superintendent's Amended and Restated Employment Contract; providing for an effective date.

Requested Action: Approve or Deny

Additional Information:

Prepared By:

Kimberly Bruns, City Clerk

CSA RESOLUTION 15 – 25

A RESOLUTION OF THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA, APPROVING THE SUPERINTENDENT'S AMENDED AND RESTATED EMPLOYMENT CONTRACT; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Cape Coral Charter School Authority Governing Board ("Governing Board") approved the employment contract with Jacquelin D. Collins to serve as the Superintendent for the Oasis Charter Schools at the January 9, 2018 Governing Board meeting, such contract commenced January 15, 2018; and

WHEREAS, the Governing Board approved the renewal of the Superintendent's Contract during the May 14, 2019 Governing Board meeting; and

WHEREAS, the Cape Coral Charter School Authority and Jacquelin D. Collins amended the second employment contract on May 15, 2023; and

WHEREAS, the Cape Coral Charter School Authority and Jacquelin D. Collins desire to amend and restate the first and second employment contracts in their entirety, together with all amendments.

NOW, THEREFORE, BE IT RESOLVED BY THE CAPE CORAL CHARTER SCHOOL GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA:

Section 1. The Cape Coral Charter School Authority Governing Board of the City of Cape Coral, Florida, hereby approves the Amended and Restated Employment Contract with Jacquelin D. Collins to continue serving as the Superintendent for the Oasis Charter Schools.

Section 2. The Cape Coral Charter School Authority Governing Board hereby authorizes the Board's Chair to execute the Amended and Restated Employment Contract with Jacquelin D. Collins.

Section 3. This resolution shall take effect immediately upon its adoption.

ADOPTED BY THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA AT THEIR REGULAR SESSION THIS _____ DAY OF _____, 2025.

_____
KRISTIFER JACKSON, CHAIR

VOTE OF MAYOR AND COUNCILMEMBERS:

JACKSON	_____	SANTOS	_____
ATISELE	_____	MINAYA	_____
KATINE	_____	KILRAINE	_____
MICHAELS	_____		

ATTESTED TO AND FILED IN MY OFFICE THIS _____ DAY OF _____, 2025.

_____
RECORDING SECRETARY

APPROVED AS TO FORM:

_____
ALEKSANDR BOKSNER
CITY ATTORNEY

_____
res/Superintendent Employment Contract

OASIS CHARTER SCHOOLS
CITY OF CAPE CORAL

Superintendent Compensation Comparison

Contract Negotiation Support Document

June 2025

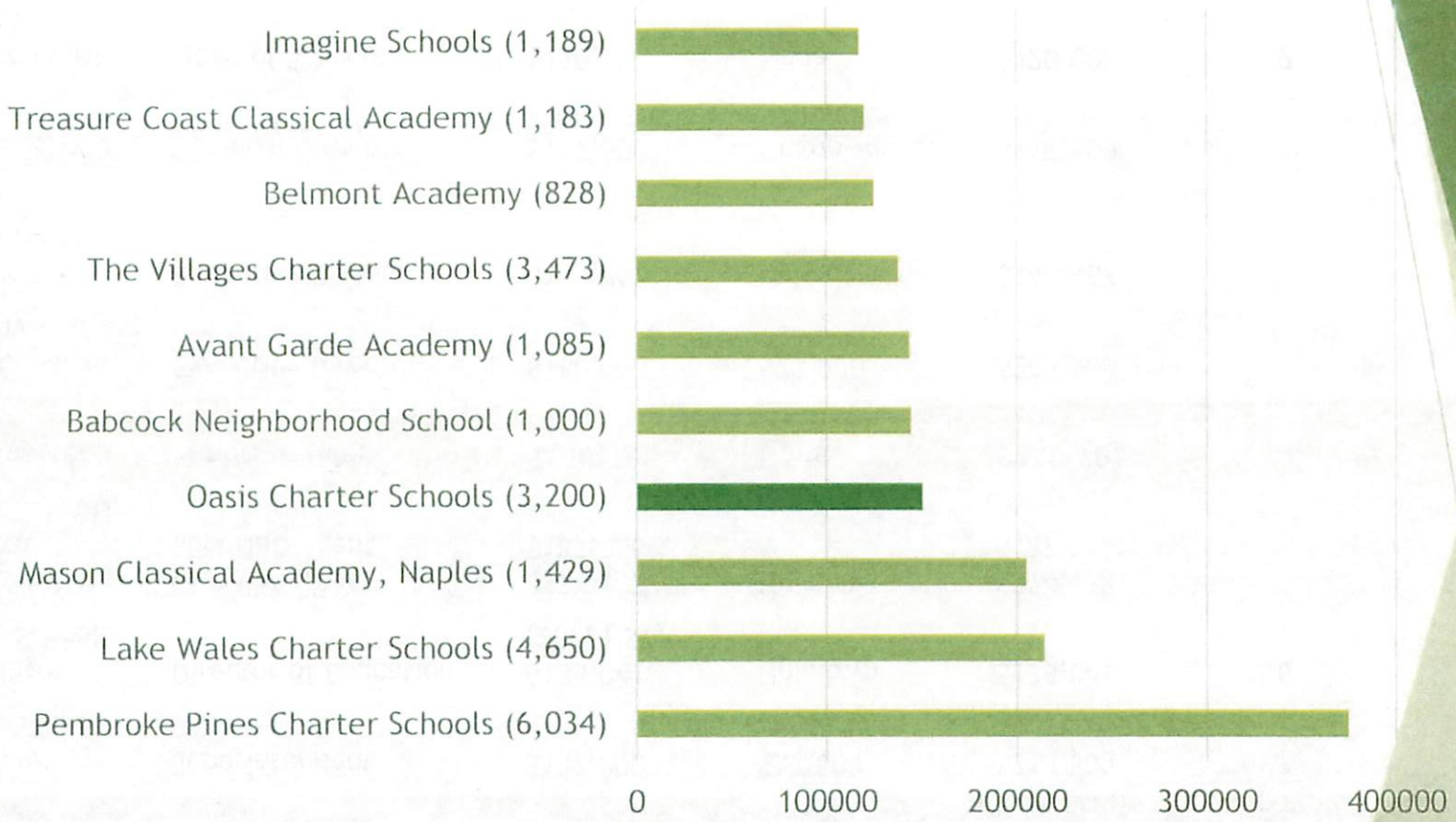
Introduction

- Purpose: Provide comparable charter leadership salary data to support Superintendent Collins' contract negotiations.
- Focus: Florida-based charter systems or similar-sized organizations.
- Scope: Compares salary, bonus, total compensation, and scale of responsibility (schools, students).

Charter Leader Salary Comparison

Organization	Title	Base Salary	Bonus	Total Salary	Schools	Students
Lake Wales Charter Schools	Superintendent	$187,000	$27,500	$214,500	7	4650
The Villages Charter Schools	Director of Education	$138,041 (20/21 SY)	Unknown	$138,041	6	3473
Pembroke Pines Municipal Charter Schools	City Manager/ Superintendent	$374,132/ $187,066**	Unknown	$374,132/ $187,066**	5	6034
Oasis Charter Schools	**Superintendent**	**$150,705**	**None**	**$150,705**	**4**	**3500**
Mason Classical Academy	Executive Director	$180,000	$25,000	$205,000	4	1429
Babcock Neighborhood Schools	Executive Director	$144,467	Unknown	$144,467	3	1000
Imagine Schools	Regional Director	$117,500 (18/19 SY)	Unknown	$117,500	2	1189
Treasure Coast Classical Academy	Head of Schools	$120,00-	None	$120,000	2	1183
Avant Garde Academy	Principal	$143,781	Addt'l Stipend Unknown	$143,781	2	1085
Belmont Academy	Chief Academic Officer	$125,000	Unknown	$125,000	1	828

Total Salary by School



Observations

Collins is in the lower-middle of the salary range despite managing more schools and students than some peers.

Comparables with fewer students and schools earn more.

Charter Executive Leaders that work in significantly smaller charter schools (1,000 students) earn salaries close to Collins' despite the size difference.

Unlike several peers, there is no current bonus or performance-based structure for Collins.

Key Data Insights

- Average salary (excluding Collins and Pembroke Pines): ~$155,000. Collins' current salary is below average.
- Bonuses are common in comparable roles.
- Collins' salary is ~20% below similar executive positions in charter systems.

Recommendations

- A competitive adjustment to Collins' salary to align with peers at similar charter systems.
  - Key points: Lean Charter System-Superintendent holds several roles, Leadership Continuity and Academic Accountability are important factors.
- Introduce a bonus structure tied to school performance or strategic goals, as it is common among other Charters.
- Benchmark salaries every three years to remain competitive.

Meeting Type Charter School Authority Governing Board – Regular Meeting
Meeting Date June 24, 2025

Agenda Request Form
City of Cape Coral

Title:

Chapter 26 Revisions Review, Discussion, and Approval (Continued from the May 13, 2025 Regular Meeting)

Summary:

CSA Resolution 8-25
A Resolution of the Cape Coral Charter School Authority Governing Board of the City of Cape Coral, Florida, recommending that the Mayor and City Council enact certain revisions to Chapter 26 of the City of Cape Coral, Florida, Code of Ordinances.

Requested Action: Approve or Deny

Additional Information:

SUMMARY
s. 26-4 STUDENT COMMUNITY
The enrollment section has been revised to align the language in this ordinance with our charter, which states once a student is enrolled in the system, that student is guaranteed a seat until graduation.

s.26-9 TERMS AND BOARD MEMBERS
This section on Board Terms has been revised to reflect recent changes in terms created by City Council.
Included for discussion are the results of the board member survey from December regarding the length of governing board member terms.
https://www.surveymonkey.com/results/SM-eN2qpJ_2BJHIAioIXSTpbmVQ_3D_3D/

s.26-14 ADOPTION OF RESOLUTIONS
Since the inception of our system, Chapter 26 has required the CSA to create resolutions for each action the board takes, similar to the City's protocols.

Prepared By:

Jacquelin Collins, Superintendent

CSA RESOLUTION 8 – 25

A RESOLUTION OF THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA, RECOMMENDING THAT THE MAYOR AND CITY COUNCIL ENACT CERTAIN REVISIONS TO CHAPTER 26 OF THE CITY OF CAPE CORAL, FLORIDA, CODE OF ORDINANCES; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 26 of the City of Cape Coral, Florida, Code of Ordinances effectuates and implements the Charter School Contracts between the City of Cape Coral, Florida and the Lee County School District.; and

WHEREAS, Section 26-2 creates the Charter School Authority and Governing Board ("Governing Board") for the purpose of operating and managing, on behalf of the City of Cape Coral, all charter schools for which a charter is held by the City; and

WHEREAS, Section 26-15 (a)(44) authorizes the Governing Board to "Perform duties and exercise those responsibilities that are assigned to it by law or by rules of the State Board of Education, the Commissioner of Education, the school district sponsor, and the City of Cape Coral, and in addition thereto, those that the Board may find to be necessary for the improvement of the charter school system"; and

WHEREAS, the Governing Board believes it to be necessary for the improvement of the Charter School System through certain revisions to Chapter 26 of the City of Cape Coral, Florida, Code of Ordinances, as set forth in Exhibit A; and

WHEREAS, the proposed revisions to Chapter 26, would generally, bring Chapter 26 current with existing law, and the past practices and customs of the Charter School Authority administration.

NOW, THEREFORE, BE IT RESOLVED BY THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA:

Section 1. The Cape Coral Charter School Authority Governing Board of the City of Cape Coral, Florida, hereby recommends that the Mayor and City Council enact the revisions to Chapter 26 of the City of Cape Coral, Florida, Code of Ordinances, as more specifically set forth within Exhibit A.

Section 2. Effective Date. This Resolution shall take effect immediately upon its adoption.

ADOPTED BY THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD OF THE CITY OF CAPE CORAL, FLORIDA AT THEIR REGULAR SESSION THIS _____ DAY OF _____, 2025.

_____
KRISTIFER JACKSON, CHAIR

VOTE OF THE CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD:

JACKSON	_____	SANTOS	_____
ATISELE	_____	MINAYA	_____
KATINE	_____	KILRAINE	_____
MICHAELS	_____		

ATTESTED TO AND FILED IN MY OFFICE THIS _____ DAY OF _____, 2025.

_____
KIMBERLY BRUNS
CITY CLERK

APPROVED AS TO FORM:

_____
ALEKSANDR BOKSNER
CITY ATTORNEY

res/Ch. 26

EXHIBIT A

CHAPTER 26:
CAPE CORAL CHARTER SCHOOL AUTHORITY

CHAPTER 26: CAPE CORAL CHARTER SCHOOL AUTHORITY

Section

§ 26-1 Purpose.

The purpose of this chapter is to effectuate and to implement the charter school contract (the "Charter") that has been entered into between the City of Cape Coral and the Lee County School District, as same may hereafter be amended.

(Ord. 41-04, 4-12-2004)

§ 26-2 Creation of Charter School Authority and Board.

There is hereby established the Cape Coral Charter School Authority (the "Authority"), which is created for the purpose of operating and managing, on behalf of the City of Cape Coral, all charter schools for which a charter is held by the city (the "Cape Coral Charter Schools"). The powers of the Authority shall be exercised through a governing board, which shall be known as the Cape Coral Charter School Authority Board (the "Board") and which shall provide governance of the charter schools.

(Ord. 41-04, 4-12-2004)

§ 26-3 Reserved.

Editor's note(s)—Ord. 104-22, § 1, adopted Jan. 11, 2023, repealed § 26-3, which pertained to geographic boundaries and derived from Ord. 41-04, adopted April 12, 2004.

§ 26-4 Student community.

Each student shall complete an application to be considered for enrollment. To be eligible for enrollment, a student's application shall be submitted during the time period established by the Charter for accepting applications. The Charter School shall enroll all ~~eligible students~~applicants who submit a timely application, unless the number of applications exceeds the capacity of a program, class, grade level or building. If the number of applications exceeds the capacity of a program, class, grade level or building, then all the applicants who submitted a timely fully completed application, ~~applied~~ shall have an equal chance of being admitted through a random selection process.

Preference ~~shall~~ will be given in the following order: to students who matriculate through the elementary, middle, and high schools of the City of Cape Coral Charter School system, to children of active military, ~~siblings of a student already enrolled in the Cape Coral charter school(s) and~~ to ~~the~~ children of a member of the Board or of an employee of the Authority, to siblings of a student already enrolled in the Cape Coral charter school(s), to students enrolled in the Cambridge Advanced International Certificate of Education (AICE) Program, and to military veterans. Preferences do not guarantee admission but provide a competitive advantage for admission.

Commented [MM1]: Add "and to military veterans"?

Commented [MM2]: Florida Statutes 1002.33 (10) (e) provides:

Students who meet reasonable academic, artistic, or other eligibility standards established by the charter school and included in the charter school application and charter or, in the case of existing charter schools, standards that are consistent with the school's mission and purpose. Such standards shall be in accordance with current state law and practice in public schools and may not discriminate against otherwise qualified individuals.

See also Fl. Stat. 1002.31 (2) (d):

"(d) As part of its controlled open enrollment process, a charter school may provide preferential treatment in its controlled open enrollment participation process to the enrollment limitations pursuant to s. 1002.33(10), if such special purposes are identified in the charter agreement. Each charter school shall annually post on its website the application process required to participate in controlled open enrollment, consistent with this section and s. 1002.33.

Current enrolled students do not need to reapply. Students enrolled in any of the City of Cape Coral Charter Schools will have the option of continuing in the municipal charter school system through an established feeder pattern. If an application is not selected for the current school year, a new application must be resubmitted for consideration to the next school year.

(Ord. 41-04, 4-12-2004; Ord. 104-22, § 2, 1-11-2023)

§ 26-5 Composition of Authority Board.

The Board shall be composed of no less than seven and no more than 11 members as follows:

(a) One City Council member;

(b) One member from the business community;

(c) One member from the education community;

(d) Four members from the community at large;

(e) One parent of an elementary school student (of a city operated charter school);

(f) One parent of a middle school student (of a city operated charter school);

(g) One parent of a high school student (of a city operated charter school).

(Ord. 41-04, 4-12-2004; Ord. 71-05, 5-9-2005; Ord. 109-06, 8-14-2006; Ord. 2-08, 1-28-2008)

§ 26-6 Board appointments and participation.

The members of the Board shall be appointed and participate as follows.

(a) The City Council member, the member from the business community, the member from the education community and the four members from the community at large shall be appointed by the City Council. All of the aforesaid members shall be residents of the City of Cape Coral both at the time of their appointment and at all times during their membership on the Board. Any member of the City Council, including the Mayor, shall be eligible for appointment by the City Council to the "City Council member" position on the Board, which shall be considered to be an "ex-officio" position. The City Council member who serves as a member of the Board, the member from the business community, the member from the education community and the four members from the community at large shall each have the right to participate and to vote on all decisions of the Board.

(b) The parent member(s) from each charter school level, i.e. elementary, middle and high school, shall be chosen by and from the parent organization(s) from each school level (elementary, middle and high school) and shall be the parent, legal guardian or legal custodian of a student enrolled in the Cape Coral Charter Schools at the school level (elementary, middle or high school) the parent member represents. The parent member(s) of the Board shall be residents of the City of Cape Coral, both at the time of their appointment and for the duration of their membership on the Board. Prior to the enrollment of students at any charter school level, the parent position(s) on the Board for the charter school level shall remain vacant. The positions on the Board for parents from each charter school level shall be considered to be "ex-officio" positions. The parent member(s) of the Board shall have the right to participate in all discussions of the Board, but not to vote on any matter. If, for any reason, the parent organization is unable or unwilling to select a parent member of the Board, absence of the parent member from the Board shall not affect the right of the Board to meet or to take any action it may otherwise lawfully undertake.

(Ord. 104-22, § 2, 1-11-2023)

(c) No member of the Board will be an employee of the Authority or receive any financial benefit from the operation of the charter school(s).

(Ord. 71-05, 5-9-2005)

(d) No more than one parent, legal guardian or legal custodian of any student shall serve on the Board at any given time, regardless of whether the parent, legal guardian or legal custodian is serving as a parent member, as a member from the education community, business community or community at large, or as a member from any other segment of the community.

(Ord. 41-04, 4-12-2004; Ord. 109-2006, 8-14-2006; Ord. 2-08, 1-28-2008)

§ 26-7 Ex-officio Board members.

Service on the Authority Board by any ex-officio member shall be an additional duty to any and all other duties and responsibilities already exercised by the ex-officio officer, official or member. If, after the appointment of any ex-officio member to the Authority Board, a court of competent jurisdiction should determine that the appointment is an additional office, such as might be construed to violate the Cape Coral City Charter or the Florida Constitutional provision against dual office holding, the appointment shall be deemed void ab initio and automatically rescinded as of the date of the original appointment so as to avoid any forfeiture of other office for the ex-officio appointee and the city shall promptly take all steps reasonably necessary to amend the charter between the city and the Lee County School District and all ordinances, resolutions or other regulations necessary to address the rescission. Rescission of a Board member's appointment shall not call into question or invalidate any action or decision voted on by any member subject to the above provision.

(Ord. 41-04, 4-12-2004; Ord. 2-08, 1-28-2008)

§ 26-8 Reserved.

Editor's note(s)—Ord. 104-22, § 1, adopted Jan. 11, 2023, repealed § 26-8, which pertained to initial authority board and derived from Ord. 41-04, adopted April 12, 2004; Ord. 109-06, adopted Aug. 13, 2006; Ord. 2-08, adopted Jan. 28, 2008; Ord. 2-15, adopted Jan. 26, 2015.

§ 26-9 Terms of Board members.

(a) ~~As of November 30, 2023, the current term of all members of the Cape Coral Charter School Authority Board shall be terminated. At the first regular meeting of City Council in the month of December, 2023, City Council shall appoint the members of the Charter School Authority Board. Of the members first appointed, at least four (but no more than six) shall serve for terms of two years, and at least three (but no more than five) for terms of one year. Thereafter, the term of office for each member shall be two years. Terms of office shall commence immediately following the December appointment, with terms thereafter~~ Board members shall serve two-year terms commencing on December 1 ~~each year~~ and terminating on November 30 of the calendar year in which the term expires. Members may serve no more than two consecutive terms. ~~Any member that has not served a full term, whose term shall be terminated on November 30, 2023, may be appointed for a maximum of two additional terms.~~ The City Council Member Board member shall serve a one-year term commencing on December 1, and terminating on November 30, of the next calendar year, or until a successor is appointed. If he or she is otherwise qualified, the City Council member may be reappointed by the City Council for additional one-year terms with no limitation on the number of terms the member may serve on the Board.

Commented [MM3]: Consistent with Cape Coral Code Section 2-60 (c)

(Ord. 104-22, § 2, 1-11-2023; Ord. 84-23, § 3, 10-18-2023)

(b) Reserved.

(Ord. 104-22, § 2, 1-11-2023; Ord. 84-23, § 3, 10-18-2023)

(c) The parent Board member(s) shall serve two-year terms commencing on December 1, and terminating November 30. If they are otherwise qualified, parents may be reappointed by the parent organization(s) of the charter school(s) for one additional two-year term.

(Ord. 104-22, § 2, 1-11-2023; Ord. 84-23, § 3, 10-18-2023)

(d) Members shall serve until the expiration of their term, resignation, death, or removal. Vacancies shall occur upon the death, resignation, removal, inability of a member to serve, or if a member no longer meets the requirements for a particular class of membership. When a vacancy on the Board occurs, the City Council, or the appointing authority or entity if the City Council did not originally appoint the member, shall appoint a replacement from the same membership class as the predecessor member. Persons appointed to fill a vacant position shall fill only the remainder of the term. All Board members, except the City Council member, shall be governed by the provisions of §§ 2-57 and 2-58 of the Cape Coral Code of Ordinances as they may be amended from time to time, at the time of their appointment and while serving as members of the Board.

(Ord. 41-04, 4-12-2004; Ord. 71-05; 5-9-2005; Ord. 109-06, 8-14-2006; Ord. 2-08, 1-28-2008; Ord. 84-23, § 3, 10-18-2023)

§ 26-10 Organization of Board.

The annual organizational meeting of the Authority Board shall be held at the first meeting of the Board that is held during the month of December, or as soon thereafter as practicable, for the purpose of electing officers for the ensuing calendar year. The annual organizational meeting of the Board may be either a regular or special meeting of the Board. A chair and vice-chair shall be elected by the Board from its voting membership for terms of one year, beginning on December 1 and expiring on November 30 of the following calendar year. Non-voting members shall not be eligible to hold any officer position. Officers will holdover until new officers are elected.

(Ord. 41-04, 4-12-2004; Ord. 104-22, § 2, 1-11-2023; Ord. 84-23, § 3, 10-18-2023)

§ 26-11 Conduct of Board.

(a) From September through June of each school year, the Board shall hold at least 1 regular meeting quarterly, or more frequently if the Board deems necessary, at a time and date to be determined by the Board. Special meetings may be called at any time by the chair or any 4 voting members of the Board. The Board may adopt reasonable procedural rules and regulations governing the conduct of its business. All meetings, records and files of the Board are subject to F.S. Chapters 119 and 286 as well as all other applicable local state or federal statutes, rules, regulations or ordinances.

(b) The Superintendent, or his or her designee (if the Superintendent delegates this task), shall serve as Secretary to the Board and keep minutes and records of all Board proceedings. The minutes of each meeting shall be reviewed, corrected if necessary, and approved at the next regular meeting, provided that this action may be taken at an intervening special meeting if the Board desires. The minutes shall be kept as a public record in a permanent location.

(Ord. 41-04, 4-12-2004; Ord. 2-15, 1-26-2015)

§ 26-12 Quorum.

Four voting members of the Board in attendance shall constitute a quorum of the Board. The non-voting members of the Authority Board shall not be counted for purposes of a quorum.

(Ord. 41-04, 4-12-2004)

§ 26-13 Appointment of committees.

The Board may form committees to consider various aspects of charter school operations, or to comply with the provisions of the charter, and may appoint parents, members of the community, or experts in a particular field to serve on any created committee and make reports and recommendations to the Board on a committee's findings. Committee members need not be residents of the City of Cape Coral.

(Ord. 41-04, 4-12-2004)

§ 26-14 Adoption of ~~regulations, rules and~~ resolutions.

(a) The Authority Board may adopt ~~rules, regulations and~~ resolutions to memorialize its actions. As used in this section the following words and terms shall have the following meanings unless some other meaning is plainly indicated.

~~***REGULATION.*** An official legislative action by the Authority Board, which action is a regulation of a general and permanent nature and enforceable by the Authority Board.~~

RESOLUTION. An expression by the Authority Board concerning matters of administration, an expression of a temporary character, or a provision for the disposition of a particular item of the administrative business of the Board.

~~***RULE.*** A statement of action or procedure governing, but not limited to matters such as conduct of employees or students, procedures for purchasing or expense reimbursement or for any other matter for which procedures need to be developed.~~

~~(b) The regular enactment procedure for a regulation shall allow the Board at any regular or special meeting to enact or amend any regulation, if notice of intent to consider the regulation is given at least ten days prior to the meeting by publication in a newspaper of general circulation in the city or county. A copy of the notice shall be kept available for public inspection during the regular business hours of the office of the Clerk of the Board and/or at other convenient locations designated in the notice.~~

~~(c) The notice of proposed enactment shall state the date, time and place of the meeting; the title or titles of proposed regulations; and the place or places within the city where the proposed regulations may be inspected by the public. The public shall have the right to appear and be heard prior to the adoption of any regulation except as otherwise provided herein, and the proposed notice shall so state this.~~

~~(d) Regulations shall be consecutively numbered for each calendar year with the last two digits of the calendar year appearing first followed by a hyphen with the number of the Regulation following the hyphen. Thus, the first regulation adopted during the 2022 calendar year would be designated "22-01".~~

~~(Ord. 104-22, § 2, 1-11-2023)~~

(e) Resolutions ~~and rules~~ may be adopted at any regular or special meetings of the Board provided that the proposed resolution ~~or rule~~ appears on the printed agenda, except as otherwise may be provided herein, for that meeting and is not added to the agenda at a meeting. Resolutions shall be consecutively numbered for each calendar year with the last two digits of the calendar year appearing first followed by a hyphen with the

number of the Regulation following the hyphen. ~~numbered like regulations; rules shall be designated using numerals or letters as appropriate.~~ The public shall have the right to appear and be heard prior to the adoption of any resolution or rule.

(Ord. 104-22, § 2, 1-11-2023)

(f) Notwithstanding the above, the Board may adopt any ~~regulation,~~ resolution ~~or rule~~ by the emergency enactment procedure as follows: The Board at any regular or special meeting may enact or amend any ~~regulation,~~ resolution ~~or rule~~ with a waiver of the notice or agenda requirements herein by the number required for a quorum plus one vote of the Board, declaring that an emergency exists and that the immediate enactment of the ~~regulation,~~ resolution ~~or rule~~ is necessary. All ~~regulations,~~ resolutions ~~or rules~~ adopted by the regular or emergency enactment procedures shall take effect upon adoption unless a later date is specified.

(Ord. 41-04, 4-12-2004)

§ 26-15 Powers and duties of Charter School Authority, Superintendent and city.

(a) *Powers and duties of authority*. The powers and/or duties granted by this chapter to the Authority are declared to be public and governmental functions, exercised for public purposes, and are matters of public necessity. Any list of powers and/or duties contained herein is not meant to be exclusive, but only illustrative of the powers that may be exercised by the Authority. The Authority is a public body corporate and shall have the right and responsibility to exercise the following powers and/or duties:

(1) Establish positions, duties and a pay plan, and employ, pay and provide benefits for personnel as well as establish personnel policies. All personnel shall be at will employees with no property rights whatsoever in their employment with the Board whether employed by contract or otherwise. The Board shall have no authority whatsoever to grant any property rights in employment to any person employed by the Authority and any attempt to do so shall be null and void. Authority employees are not employees of the City of Cape Coral, but they are public employees. Authority employees are subject only to the rules, regulations, policies and authority of the Cape Coral Charter School Authority;

(2) Fix and prescribe bonds, and pay the premium on all those bonds, of all school employees who are responsible for school funds to provide reasonable safeguards for all the funds or property;

(Ord. 104-22, § 2, 1-11-2023)

(3) Reimburse for all travel expenses incurred while on business for the Authority, any member, officer, the Superintendent or any employee of the Authority traveling under the direction of the Board or Superintendent or their designee in accordance with regulations, resolutions or rules adopted by the Authority;

(4) Sue and be sued. However, the Authority shall obtain the approval of the Cape Coral City Council prior to filing suit;

(5) Adopt, use and alter a corporate seal;

(6) Negotiate and enter into contracts, agreements, exclusive or limited agreements, and cooperation agreements of any kind necessary for the Authority to fulfill the purposes of this chapter including, but not limited to, contracts with technical or professional experts necessary to assist the Authority in carrying out or exercising any powers granted to it by the charter or this chapter, provided that all the contracts and agreements are in accordance with procedures established by the city, with state law, and with the Charter, and further provided that any contract entered into between the Authority and a third-party shall provide that the third party is not entering into a contract with the Lee County School

District, and, when the third party is not an employee of the Authority and no employment relationship is intended, shall provide that the third-party is not a public employee;

(7) Determine, prescribe, and adopt rules, policies, standards, and programs that are consistent with state law and rule and that are deemed necessary and/or desirable by it for the efficient operation and general improvement of the charter school system;

(8) Appoint advisory committees, whose members may include parents of charter school students and/or other persons, to provide advice and input to the Board regarding specialized matters or issues. Members of advisory committees need not be residents of the City of Cape Coral;

(9) Adopt rules to implement provisions of state law;

(10) Assign students to schools;

(11) Adopt a school program for all charter schools under the control of the Authority;

(12) Adopt and provide for the execution of plans for the establishment, organization and operation of charter schools under the Authority's control;

(13) Establish schools and adopt enrollment plans that may include school attendance areas and open enrollment provisions;

(14) Provide adequate educational facilities for the student community without payment of tuition;

(15) Cooperate with the sponsoring school district as well as adjoining school districts, other agencies or entities, in joint projects or where otherwise applicable;

(16) Provide for the classification and standardization of schools;

(17) Adopt policies for the opening and closing of schools, fix uniform dates and designate the observance of school holidays and vacation periods;

(18) Provide for the establishment and maintenance of public evening schools, career and technical schools, departments or classes, in accordance with charter(s) approved by the Lee County School District;

(19) Cooperate with other agencies or entities in joint projects;

(20) Adopt rules for planning time for teachers;

(21) Provide for an appropriate program of special instruction, facilities and services for exceptional students. In addition, the Board shall coordinate with the Lee County School District for the provision of services to charter school students who require the services of a visiting teacher (due to illness or incapacitation), who reside in residential care facilities, and/or who are in detention facilities;

(22) Provide for the proper accounting for all school age children in the school community, for the attendance and control of students at school, and for proper attention to health, safety and other matters relating to the welfare of children;

(23) Provide adequate instructional materials for all charter school students in accordance with Florida Statutes and the charter(s) between the city and the Lee County School District;

(24) Make provision, in accordance with the Charter, for the transportation of students to the charter school or to school activities they are required or expected to attend; ensure that transportation routes are arranged efficiently and economically; provide necessary transportation facilities; and adopt the necessary rules and regulations to ensure safety, economy and efficiency in the operation of all buses or other vehicles used to transport students;

(25) Provide recommendation to the city for adequate educational facilities and the proper maintenance and upkeep of school plants, so that students may attend school without sanitary or physical hazards;

(Ord. 104-22, § 2, 1-11-2023)

(26) Provide for the operation of all charter schools as free public schools for a term in accordance with Florida Statutes and State Board of Education rules;

(27) Cause to be prepared, adopt and have submitted to the appropriate agencies or authorities, as may be required, an annual charter school budget, with the budget designed to promote the improvement of the charter school system. After approval by the Board, the budget shall be submitted to City Council which shall have the power to add, delete, amend or modify the Authority's charter school budget. The budget, as approved by City Council, shall be the budget that is implemented for the fiscal year;

(28) Provide for keeping accurate records of all financial transactions, and implement a system of accounting and budgetary control to ensure that payments do not exceed amounts budgeted, as required by law; make available all records for proper audit by state officials or independent certified public accountants; and have prepared required periodic statements to be filed with the Lee County School District or Department of Education as provided by law;

(29) Provide for the keeping of all necessary records and the making of all needed or required reports and require at periodic intervals reports by assistant principals and teachers at the charter school(s) to parents apprising them of the progress being made by students in their studies and other useful information;

(Ord. 104-22, § 2, 1-11-2023)

(30) Establish and participate in educational consortia with school districts and other charter schools as may be allowed by law;

(31) Enforce all laws and rules of the State Board of Education that are applicable to charter school(s);

(32) Adopt programs and policies to ensure the safety and welfare of individuals, the student body and school personnel, which programs and policies without limitation may include:

a. Prohibit the possession of weapons and drugs on campus, student hazing and other activities that could threaten the operation of a school or schools or the safety and welfare of the student body or school personnel;

b. Require uniforms to be worn by the student body and/or by school personnel, or impose other dress-related requirements, if the Board finds that those requirements are in the best interests of the student body or school personnel;

c. Provide procedures for student dismissal precautions and for granting permission for students to leave school grounds during school hours, including releasing a student from school upon request by a parent or for public appearances of school groups;

d. Provide procedures for managing protests, demonstrations, sit-ins, walk-outs or other acts of civil disobedience;

e. Provide procedures for detaining students and for readmission of students after expulsion; and

f. Regulate student automobile use and parking.

(33) In accordance with policies and procedures established by the city and in accordance with the Florida Statutes, adopt policies providing for fiscal management of charter schools with respect to purchasing, facilities, non-state revenue sources, budgeting, fundraising and other activities relating to fiscal management of Authority resources, including but not limited to the policies governing:

a. Sales calls and demonstrations by agents, solicitors, salespersons and vendors on campus; local preference criteria for vendors, if any; specifications for quantity purchasing; prioritization of awards for bids; declining bid awards; and purchase requisitions, approvals and routing;

b. Sales by booster clubs; marathon fundraisers; and student sales of candy, paper products or other goods authorized by the Charter Authority;

c. Inventory and disposal of Authority property as may be otherwise provided for herein and/or by state law; use of safe-deposit boxes; and selection of real estate appraisers;

d. Payment of contractors and other service providers;

e. Accounting systems; petty cash accounts procedures and reporting; school activities funds procedures and reporting; management and reporting of grants from private sources; and management of funds; and

f. Budgeting system, including setting budget deadlines and schedules, budget planning, and implementation and determination of budget priorities.

(34) The Authority may adopt policies providing for innovative teaching techniques, teaching programs and methods, instructional aids and objectives, extracurricular and interscholastic activities and supplemental programs including, but not limited to, policies providing for:

a. Use of technology, including appropriate use of the Internet as a tool for learning;

b. Instructional priorities and objectives, pilot projects and evaluations, curriculum adoption and design, and lesson planning;

c. Extracurricular and inter scholastic activities, including field trips, publishing a student newspaper and other publications, and special programs relating to the arts, music or other topics of current interest; and

d. Participation in physical education programs, including appropriate physical education attire and protective gear; programs for exceptional students; summer school; and the Title I program, including comparability procedure

(35) The Authority may make recommendations to the City regarding site acquisition; new construction and renovation; dedication and rededication of charter school buildings and other charter school facilities; and development of facilities management planning and priorities;

(Ord. 104-22, § 2, 1-11-2023)

(36) The Authority may adopt policies governing public gifts and donations to schools; input from the community concerning instruction resources; advertising in schools; participation in community affairs, including coordination with local governments and planning authorities; protocols for interagency agreements with local governments and planning authorities; protocols for interagency agreements; business community partnerships; community use of school facilities; public solicitations in schools, including the distribution and posting of promotional materials and literature; visitors to school campus; school advisory councils; and parent volunteers and chaperones;

(37) The Authority may adopt policies and procedures necessary to implement federal mandates and programs, court orders and other legal requirements of the state;

(38) The Authority may adopt programs and policies to ensure appropriate response in emergency situations; the provision of first aid to individuals, the student body and school personnel; and the effective management of student illness, which programs and policies may include, but are not limited to:

a. The provision of first aid and emergency medical care and the provision of school health care facilities and services;

b. The provision of school safety patrol;

c. Procedures for reporting hazards, including threats of nature, bomb threats, threatening messages and similar occurrences, and the provision of warning systems including alarm systems and other technical devices;

d. Procedures for evacuating the classrooms, playground or any other charter school facility;

e. Procedures for reporting accidents, including traffic accidents and traffic violations involving Authority-owned vehicles;

f. Student insurance programs; and

g. Procedures for administering medications to students when prescribed by a health care provider authorized by Florida law to prescribe medications and/or when authorized by a parent.

(39) The Authority may adopt policies and procedures governing attendance monitoring and checks; truancy; graduation requirements and graduation exercises; fees, fines and charges imposed on students; evaluation of student records and transcripts; transfer of student records; grading and academic evaluation of students; tests and examinations, including early examinations; guidance and counseling; and student participation in competitions, student performances and exhibitions, contests for students and social events;

(40) The Authority may adopt policies and procedures governing transportation of students for extracurricular activities and special events, including transportation of students in privately owned vehicles; transportation of Authority and other personnel, including personal use of Authority owned vehicles; computer security and computer room access and computer database resources; mail and delivery services, including use of couriers; copyright compliance; and computerized data systems, including computer use, transmission of data, access to the Internet and other technology based services;

(41) The Authority may adopt policies and procedures necessary for the daily business operation of the Authority Board, including but not limited to, conducting an Authority legislative program; Authority Board member participation at conferences, conventions and workshops, including reimbursement for Board member expenses; Authority policy development, adoption and repeal; Authority Board meeting procedures, including participation via telecommunications networks, use of technology at meetings, and presentations by non-Authority personnel; citizen communications with the Authority Board and with individual Board members; collaboration with local government and other entities as may be required by law; and organization of the Board, including special committees and advisory committees;

(42) The Authority may adopt policies and procedures necessary for the management of all personnel under the control of the Authority;

(43) Appoint an individual who shall be known as the Superintendent of Charter Schools (Superintendent) who shall be the Secretary and executive officer of the Authority Board. The Superintendent shall serve at the pleasure of the Board and be appointed by a vote of four voting members of the Board and may only be removed by a vote of at least four voting members. The Board shall establish a salary and benefit package for the Superintendent from budgeted funds appropriated therefor. The Superintendent shall oversee the day-to-day operations of the charter schools with powers as may be otherwise established herein. The Superintendent shall be hired by contract prescribing the Superintendent's compensation, benefits and other appropriate matters. By regulation, resolution or rule the Authority may authorize the Superintendent to perform any of the powers of the Authority in whole or in part and with whatever other limitations it may find appropriate, provided that the

authorization does not result in an invalid exercise of delegated legislative authority or is otherwise prohibited by law;

(Ord. 104-22, § 2, 1-11-2023)

(44) Perform duties and exercise those responsibilities that are assigned to it by law or by rules of the State Board of Education, the Commissioner of Education, the school district sponsor, and the City of Cape Coral, and in addition thereto, those that the Board may find to be necessary for the improvement of the charter school system; and

(45) Lease tangible personal property for a term of 12 months or less. Leases with terms longer than 12 months including any options to renew require City Council approval.

(Ord. 104-22, § 2, 1-11-2023)

(46) Lease real property, if the lease is first approved by the City Council.

(Ord. 104-22, § 2, 1-11-2023)

(b) *Powers and duties of Superintendent*. The following list of powers and/or duties contained herein is not meant to be exclusive, but only illustrative of the powers that may be exercised by the Superintendent. In addition to other duties as may, from time to time, be assigned to the Superintendent by the Board or by statute, the Superintendent shall have the right and responsibility to exercise the following powers and/or duties:

(1) The Superintendent shall exercise all powers and perform all duties listed in this chapter and otherwise required by charter, law or rule, provided that, in so doing, he or she shall advise and counsel with the Board. The Superintendent shall perform all tasks necessary to make sound recommendations, nominations, proposals and reports required by law to be acted upon by the Authority. All those recommendations, nominations, proposals and reports by the Superintendent shall be either recorded in the minutes or shall be made in writing, noted in the minutes and filed in the public records of the Authority. It shall be presumed that, in the absence of the record required in this section, the recommendations, nominations and proposals required of the Superintendent were not contrary to the action taken by the Board in those matters;

(2) The Superintendent shall have the right to participate in all discussions of the Board, but shall have no right to vote on any matter;

(3) The Superintendent, or his or her designee, shall serve as Secretary to the Board and keep, as a public record in a permanent location, minutes and records of all Board proceedings as well as transmit proceedings of the Board meetings and any other additional information required by law or charter to the appropriate agency or organization. The Superintendent may designate a member or members of staff and delegate to them the actual taking of minutes, record retention and storage, custodian of property and other related duties. However, the ultimate responsibility of properly carrying out these duties in accordance with state statutes and the provisions of this chapter cannot be delegated and always resides with the Superintendent;

(4) The Superintendent shall attend all regular meetings of the Board, and advise on questions under consideration;

(5) Keep records, including, but not limited to, records of property held or disposed of by the Authority, as may be necessary to provide complete information regarding the charter school system;

(6) Exercise general oversight over the charter school system to determine problems and needs, and recommend improvements;

(Ord. 104-22, § 2, 1-11-2023)

(7) Advise and counsel with the Board on all educational matters and recommend to the Board for action matters that should be acted upon;

(8) Recommend to the Board for adoption policies pertaining to the charter schools as the Superintendent may consider necessary for its more efficient operation;

(9) Prepare and organize by subjects and submit to the Board for adoption rules as in the Superintendent's opinion will contribute to the efficient operation of any aspect of education in the charter schools. When rules have been adopted by the Board, the Superintendent shall see that they are enforced;

(10) From time to time prepare, organize by subject, and submit to the Board for adoption minimum standards relating to the operation of any phase of the charter school system as will contribute to the efficient operation of any aspect of education in the charter schools and ensure that the standards required by law and those adopted by the Board are observed;

(11) Perform duties and exercise responsibilities as are assigned to the Superintendent by law or the Board;

(12) Act for the Authority as custodian of Authority property;

(13) Supervise the assembling of data and sponsor studies and surveys essential to the development of a planned school program for all charter schools and prepare and recommend such a program to the Board as the basis for operating the charter school program;

(14) Recommend the establishment, organization and operation of the schools, classes and services as are needed to provide adequate educational opportunities for all children in the charter schools;

(15) Be responsible, as required herein, for directing the work of the personnel of the Cape Coral Charter Schools, subject to the requirements of Florida statutes;

(16) Provide for student transportation as required by contract, the Charter and direction of the Board;

(17) Recommend plans and execute the plans as are approved, regarding all phases of the charter school plant program;

(18) Determine and recommend funding necessary, including state and any other sources of available funding, to provide for the charter school term as specified by statute or rule, and recommend plans for ensuring the operation of all Cape Coral Charter Schools for the term authorized by the Board;

(19) Prepare an annual tentative budget to be submitted to the Board for adoption according to law and, when adopted by the Board, submit the adopted tentative budget, by the required dates, to the appropriate agencies or authorities, when required by statute, this chapter or rule, and to the City Council which will adopt the official budget;

(Ord. 104-22, § 2, 1-11-2023)

(20) Recommend, when necessary, the borrowing of money;

(21) Keep or have kept accurate records of all financial transactions;

(22) Maintain accurate and current statements of accounts due to be paid by the Authority; certify these statements as correct; liquidate Authority obligations in accordance with the adopted budget; and prepare periodic reports showing receipts, balances and disbursements to date and file with the appropriate authorities as may be required by law;

(23) Where necessary, recommend the bonds of all employees who should be bonded to provide reasonable safeguards for all school funds or property;

(Ord. 104-22, § 2, 1-11-2023)

(24) Recommend to the Board the desirable terms, conditions and specifications for contracts for supplies, materials or services to be rendered and see that materials, supplies or services are provided according to contract;

(25) Recommend programs and procedures to the Board necessary to protect the Authority adequately against loss or damage to school property or against loss resulting from any liability for which the Authority or its officers, agents or employees may be responsible under law;

(26) Prepare, after consulting with the principals, assistant principals or persons in charge of the various charter schools, tentative annual budgets for the expenditure of Authority funds for the benefit of the charter school students;

(27) Recommend the amounts of bonds, if any, to be issued by the city regarding charter school(s) and assist in the necessary papers for the sale of the bonds and for the proper expenditure of the funds derived therefrom;

(Ord. 104-22, § 2, 1-11-2023)

(28) Recommend the records that should be kept in addition to those required by law; prepare forms for keeping the records as are approved by the Board; ensure that the records are properly kept; and make all reports that are needed or required, as follows:

a. Require that all employees accurately keep all records and promptly make in proper form all reports required by the education code or the State Board of Education; recommend the keeping of additional records and the making of additional reports as may be deemed necessary to provide data essential for the operation of the charter school system; and prepare the forms and blanks that may be required and ensure that these records and reports were properly prepared.

b. Prepare for the approval of the Board all reports that may be required by law or rules to be made and transmit promptly all like reports and approvals when approved to the appropriate authority required by law. If any like reports are not transmitted at the time or in the manner prescribed by law or rule, the salary of the Superintendent, notwithstanding any contractual provision to the contrary, shall be withheld until the reports required by law or rule have been properly submitted.

(29) Recommend plans for cooperating with, and, based on approved plans, cooperate with federal, state, county and municipal agencies in the enforcement of laws and rules pertaining to all matters relating to education and child welfare;

(Ord. 104-22, § 2, 1-11-2023)

(30) Recommend plans for identifying and reporting to the Department of Education the name of each child attending a charter school who qualifies according to the definition of a migratory child, based on Pub. Law 95-561, and for reporting other information as may be prescribed by the Department of Education;

(31) Require that all laws and rules applicable to the charter schools are properly observed and take steps to correct any violations of such rules or laws;

(32) Visit the Cape Coral Charter Schools; observe the management and instruction taking place; provide suggestions for improvement; and advise supervisors, principals, teachers, parents and other citizens with the view of promoting interest in education and improving the conditions of the Cape Coral Charter Schools;

(33) Recommend in writing to the Department of Education the revocation or the suspension of any Florida Teaching Certificate for any of the grounds for discipline or dismissal set forth in Florida statutes, including a full statement of the reasons for the recommendation;

(Ord. 104-22, § 2, 1-11-2023)

(34) Leave with the Board and make available to his or her successor, upon leaving or retiring from office, a complete inventory of school equipment and other property, together with all official records and other records as may be needed in supervising instruction and in administering the charter school system;

(35) Recommend to the Board procedures whereby the public can be adequately informed of the educational programs, needs and objectives of the charter school system;

(Ord. 104-22, § 2, 1-11-2023)

(36) Recommend procedures for implementing and maintaining a system of charter school improvement and education accountability to the Board; and

(37) The Superintendent shall have the power to hire, promote, discipline and terminate personnel, provided, however, that the Superintendent shall exercise this power in accordance with the personnel rules and policies adopted by the Authority.

(c) *Powers and duties of city.* The following list of powers and/or duties contained herein is not meant to be exclusive, but only illustrative of the powers that may be exercised by the city in regard to charter schools. The following powers, duties and responsibilities shall be exercised by the City of Cape Coral:

(1) The city shall review the Authority's annual tentative budget. The City Council will have the power to add, delete, amend or modify the Authority's budget. The budget, as approved by the City Council, shall be the budget that is implemented for the fiscal year;

(2) The city, on behalf of the Authority, may enter into agreements for accepting credit card, charge card and debit card payments as compensation for goods, services and fees, as authorized by law;

(3) The city, on behalf of the Authority, may accept donations of real, tangible and intangible personal property, goods, services or money for use for charter school purposes. The City Council shall adopt policies, rules and regulations for the disposal of surplus real, tangible and intangible personal property using the statutes for the disposal of the property by municipalities and school boards as a guide;

(4) The power to approve plans for locating, planning, constructing and condemning property for school uses shall be reserved exclusively to the City of Cape Coral. The Board shall have the right to provide recommendations to the City Council regarding the aforementioned matters;

(5) The city shall select and purchase school sites, playgrounds and recreational areas where schools are to be constructed, of adequate size to meet projected student enrollment. Leases or lease purchase agreements for real or tangible personal property may be entered into by the city on behalf of the Authority from funds made available for that purpose. In that event, the Board shall provide input and make recommendations to the city regarding these matters;

(6) The city shall supervise the construction; the making or contracting for additions, alterations and repairs on buildings and other school properties, with recommendations from the Board. Any plans and specifications for buildings shall provide for the safety and well-being of students, as well as for economy of construction;

(7) The city shall have the authority to contract for materials, supplies and services needed for the charter school system or may delegate this function in whole or in part, with or without limitations, to the Board, except that the Authority shall use no public funds received from or through the Lee County

School District to purchase or lease property, goods or services from any Superintendent, officer or employee of the Authority or the spouse, parent, child, stepchild or sibling of any Superintendent, officer or employee, or from any business in which any officers or employee has an interest, nor shall the Authority use any property, goods or services purchased or leased by public funds for the private benefit of any person or entity;

(8) The city shall provide for adequate protection against any loss or damage to school property or loss resulting from any liability for which the Authority, city or their officers, agents or employees may be responsible under law. The city may fulfill this responsibility on behalf of the Authority, charging a fee for providing the services. This responsibility may be fulfilled by purchasing insurance, being self-insured, entering into risk management programs managed by district school boards, charter school associations, school-related associations or any other risk management program capable of providing adequate risk management services or any combination thereof. Any risk management program entered into pursuant to this subsection shall provide for strict accountability of all funds and an annual audit by an independent certified public accountant of all receipts and disbursements;

(9) The city may employ an internal auditor with charter school funds or may use the services of the City Auditor to perform ongoing financial verification of the financial records of the Authority. The internal auditor shall report directly to City Council, and shall also provide copies of any reports to the Authority Board. This section shall not be construed to prohibit the Authority from employing and/or contracting with an auditor to perform auditing services on behalf of the Authority;

(10) In addition to any audits required by law or statute, city may contract with an independent certified public accountant to conduct a financial or performance audit of the accounts and records retained by the Authority; and

(11) The city shall provide for the investment or deposit of funds not needed for immediate expenditures which shall earn the maximum possible yield under the circumstances on the investments or deposits. The city shall cause to be invested at all times all school moneys not immediately needed for expenditures pursuant to the policies of the Board and city.

(Ord. 41-04, 4-12-2004; Ord. 2-15, 1-26-2015; Ord. 104-22, § 2, 1-11-2023)

§ 26-16 Indebtedness.

In addition to the powers and/or duties enumerated in § 26-15 above, the city shall have the authority to issue bonds, securities or other forms of indebtedness allowed by law to finance the construction, renovation, remodeling or operation of charter schools, providing that no indebtedness will ever be a general obligation of the city and no city ad valorem tax revenue shall ever be pledged for any indebtedness incurred on behalf of charter schools unless approved by a vote of the city electorate.

(Ord. 41-04, 4-12-2004)

§ 26-17 Administrative services.

The Authority shall use city departments and personnel for services including, but not limited to, human resources, information technology, purchasing, administrative, accounting, financial, engineering, risk management, construction, repair and maintenance, insurance and other related services from the city. The city shall charge a fee or fees for those services; the fee or fees shall be equal to the cost of providing those services.

(Ord. 41-04, 4-12-2004; Ord. 104-22, § 2, 1-11-2023)

§ 26-18 Consistency.

Neither City Council nor the Authority Board shall take any action that is inconsistent with any state law, administrative or Department of Education rule or the charter school contract with the Lee County School District.

(Ord. 41-04, 4-12-2004)

CHAPTER 26:
CAPE CORAL CHARTER SCHOOL AUTHORITY

CHAPTER 26: CAPE CORAL CHARTER SCHOOL AUTHORITY

Section

§ 26-1 Purpose.

The purpose of this chapter is to effectuate and to implement the charter school contract (the "Charter") that has been entered into between the City of Cape Coral and the Lee County School District, as same may hereafter be amended.

(Ord. 41-04, 4-12-2004)

§ 26-2 Creation of Charter School Authority and Board.

There is hereby established the Cape Coral Charter School Authority (the "Authority"), which is created for the purpose of operating and managing, on behalf of the City of Cape Coral, all charter schools for which a charter is held by the city (the "Cape Coral Charter Schools"). The powers of the Authority shall be exercised through a governing board, which shall be known as the Cape Coral Charter School Authority Board (the "Board") and which shall provide governance of the charter schools.

(Ord. 41-04, 4-12-2004)

§ 26-3 Reserved.

Editor's note(s)—Ord. 104-22, § 1, adopted Jan. 11, 2023, repealed § 26-3, which pertained to geographic boundaries and derived from Ord. 41-04, adopted April 12, 2004.

§ 26-4 Student community.

Each student shall complete an application to be considered for enrollment. To be eligible for enrollment, a student's application shall be submitted during the time period established by the Charter for accepting applications. The Charter School shall enroll all applicants who submit a timely application, unless the number of applications exceeds the capacity of a program, class, grade level or building. If the number of applications exceeds the capacity of a program, class, grade level or building, then all the applicants who submitted a timely fully completed application, shall have an equal chance of being admitted through a random selection process.

Preference will be given in the following order: to students who matriculate through the elementary, middle, and high schools of the City of Cape Coral Charter School system, to children of active military, to children of a member of the Board or of an employee of the Authority, to siblings of a student already enrolled in the Cape Coral charter school(s), to students enrolled in the Cambridge Advanced International Certificate of Education (AICE) Program, and to military veterans. Preferences do not guarantee admission but provide a competitive advantage for admission.

Current enrolled students do not need to reapply. Students enrolled in any of the City of Cape Coral Charter Schools will have the option of continuing in the municipal charter school system through an established feeder

pattern. If an application is not selected for the current school year, a new application must be resubmitted for consideration to the next school year.

(Ord. 41-04, 4-12-2004; Ord. 104-22, § 2, 1-11-2023)

§ 26-5 Composition of Authority Board.

The Board shall be composed of no less than seven and no more than 11 members as follows:

(a) One City Council member;

(b) One member from the business community;

(c) One member from the education community;

(d) Four members from the community at large;

(e) One parent of an elementary school student (of a city operated charter school);

(f) One parent of a middle school student (of a city operated charter school);

(g) One parent of a high school student (of a city operated charter school).

(Ord. 41-04, 4-12-2004; Ord. 71-05, 5-9-2005; Ord. 109-06, 8-14-2006; Ord. 2-08, 1-28-2008)

§ 26-6 Board appointments and participation.

The members of the Board shall be appointed and participate as follows.

(a) The City Council member, the member from the business community, the member from the education community and the four members from the community at large shall be appointed by the City Council. All of the aforesaid members shall be residents of the City of Cape Coral both at the time of their appointment and at all times during their membership on the Board. Any member of the City Council, including the Mayor, shall be eligible for appointment by the City Council to the "City Council member" position on the Board, which shall be considered to be an "ex-officio" position. The City Council member who serves as a member of the Board, the member from the business community, the member from the education community and the four members from the community at large shall each have the right to participate and to vote on all decisions of the Board.

(b) The parent member(s) from each charter school level, i.e. elementary, middle and high school, shall be chosen by and from the parent organization(s) from each school level (elementary, middle and high school) and shall be the parent, legal guardian or legal custodian of a student enrolled in the Cape Coral Charter Schools at the school level (elementary, middle or high school) the parent member represents. The parent member(s) of the Board shall be residents of the City of Cape Coral, both at the time of their appointment and for the duration of their membership on the Board. Prior to the enrollment of students at any charter school level, the parent position(s) on the Board for the charter school level shall remain vacant. The positions on the Board for parents from each charter school level shall be considered to be "ex-officio" positions. The parent member(s) of the Board shall have the right to participate in all discussions of the Board, but not to vote on any matter. If, for any reason, the parent organization is unable or unwilling to select a parent member of the Board, absence of the parent member from the Board shall not affect the right of the Board to meet or to take any action it may otherwise lawfully undertake.

(Ord. 104-22, § 2, 1-11-2023)

(c) No member of the Board will be an employee of the Authority or receive any financial benefit from the operation of the charter school(s).

(Ord. 71-05, 5-9-2005)

(d) No more than one parent, legal guardian or legal custodian of any student shall serve on the Board at any given time, regardless of whether the parent, legal guardian or legal custodian is serving as a parent member, as a member from the education community, business community or community at large, or as a member from any other segment of the community.

(Ord. 41-04, 4-12-2004; Ord. 109-2006, 8-14-2006; Ord. 2-08, 1-28-2008)

§ 26-7 Ex-officio Board members.

Service on the Authority Board by any ex-officio member shall be an additional duty to any and all other duties and responsibilities already exercised by the ex-officio officer, official or member. If, after the appointment of any ex-officio member to the Authority Board, a court of competent jurisdiction should determine that the appointment is an additional office, such as might be construed to violate the Cape Coral City Charter or the Florida Constitutional provision against dual office holding, the appointment shall be deemed void ab initio and automatically rescinded as of the date of the original appointment so as to avoid any forfeiture of other office for the ex-officio appointee and the city shall promptly take all steps reasonably necessary to amend the charter between the city and the Lee County School District and all ordinances, resolutions or other regulations necessary to address the rescission. Rescission of a Board member's appointment shall not call into question or invalidate any action or decision voted on by any member subject to the above provision.

(Ord. 41-04, 4-12-2004; Ord. 2-08, 1-28-2008)

§ 26-8 Reserved.

Editor's note(s)—Ord. 104-22, § 1, adopted Jan. 11, 2023, repealed § 26-8, which pertained to initial authority board and derived from Ord. 41-04, adopted April 12, 2004; Ord. 109-06, adopted Aug. 13, 2006; Ord. 2-08, adopted Jan. 28, 2008; Ord. 2-15, adopted Jan. 26, 2015.

§ 26-9 Terms of Board members.

(a) Board members shall serve two-year terms commencing on December 1 and terminating on November 30 of the calendar year in which the term expires. Members may serve no more than two consecutive terms. The City Council Member Board member shall serve a one-year term commencing on December 1, and terminating on November 30, of the next calendar year, or until a successor is appointed. If he or she is otherwise qualified, the City Council member may be reappointed by the City Council for additional one-year terms with no limitation on the number of terms the member may serve on the Board.

(Ord. 104-22, § 2, 1-11-2023; Ord. 84-23, § 3, 10-18-2023)

(b) Reserved.

(Ord. 104-22, § 2, 1-11-2023; Ord. 84-23, § 3, 10-18-2023)

(c) The parent Board member(s) shall serve two-year terms commencing on December 1, and terminating November 30. If they are otherwise qualified, parents may be reappointed by the parent organization(s) of the charter school(s) for one additional two-year term.

(Ord. 104-22, § 2, 1-11-2023; Ord. 84-23, § 3, 10-18-2023)

(d) Members shall serve until the expiration of their term, resignation, death, or removal. Vacancies shall occur upon the death, resignation, removal, inability of a member to serve, or if a member no longer meets the requirements for a particular class of membership. When a vacancy on the Board occurs, the City Council, or the appointing authority or entity if the City Council did not originally appoint the member, shall appoint a replacement from the same membership class as the predecessor member. Persons appointed to fill a vacant position shall fill only the remainder of the term. All Board members, except the City Council member, shall be governed by the provisions of §§ 2-57 and 2-58 of the Cape Coral Code of Ordinances as they may be amended from time to time, at the time of their appointment and while serving as members of the Board.

(Ord. 41-04, 4-12-2004; Ord. 71-05; 5-9-2005; Ord. 109-06, 8-14-2006; Ord. 2-08, 1-28-2008; Ord. 84-23, § 3, 10-18-2023)

§ 26-10 Organization of Board.

The annual organizational meeting of the Authority Board shall be held at the first meeting of the Board that is held during the month of December, or as soon thereafter as practicable, for the purpose of electing officers for the ensuing calendar year. The annual organizational meeting of the Board may be either a regular or special meeting of the Board. A chair and vice-chair shall be elected by the Board from its voting membership for terms of one year, beginning on December 1 and expiring on November 30 of the following calendar year. Non-voting members shall not be eligible to hold any officer position. Officers will holdover until new officers are elected.

(Ord. 41-04, 4-12-2004; Ord. 104-22, § 2, 1-11-2023; Ord. 84-23, § 3, 10-18-2023)

§ 26-11 Conduct of Board.

(a) From September through June of each school year, the Board shall hold at least 1 regular meeting quarterly, or more frequently if the Board deems necessary, at a time and date to be determined by the Board. Special meetings may be called at any time by the chair or any 4 voting members of the Board. The Board may adopt reasonable procedural rules and regulations governing the conduct of its business. All meetings, records and files of the Board are subject to F.S. Chapters 119 and 286 as well as all other applicable local state or federal statutes, rules, regulations or ordinances.

(b) The Superintendent, or his or her designee (if the Superintendent delegates this task), shall serve as Secretary to the Board and keep minutes and records of all Board proceedings. The minutes of each meeting shall be reviewed, corrected if necessary, and approved at the next regular meeting, provided that this action may be taken at an intervening special meeting if the Board desires. The minutes shall be kept as a public record in a permanent location.

(Ord. 41-04, 4-12-2004; Ord. 2-15, 1-26-2015)

§ 26-12 Quorum.

Four voting members of the Board in attendance shall constitute a quorum of the Board. The non-voting members of the Authority Board shall not be counted for purposes of a quorum.

(Ord. 41-04, 4-12-2004)

§ 26-13 Appointment of committees.

The Board may form committees to consider various aspects of charter school operations, or to comply with the provisions of the charter, and may appoint parents, members of the community, or experts in a particular field to serve on any created committee and make reports and recommendations to the Board on a committee's findings. Committee members need not be residents of the City of Cape Coral.

(Ord. 41-04, 4-12-2004)

§ 26-14 Adoption of resolutions.

(a) The Authority Board may adopt resolutions to memorialize its actions. As used in this section the following words and terms shall have the following meanings unless some other meaning is plainly indicated.

RESOLUTION. An expression by the Authority Board concerning matters of administration, an expression of a temporary character, or a provision for the disposition of a particular item of the administrative business of the Board.

(e) Resolutions may be adopted at any regular or special meetings of the Board provided that the proposed resolution appears on the printed agenda, except as otherwise may be provided herein, for that meeting and is not added to the agenda at a meeting. Resolutions shall be consecutively numbered for each calendar year with the last two digits of the calendar year appearing first followed by a hyphen with the number of the Regulation following the hyphen. The public shall have the right to appear and be heard prior to the adoption of any resolution or rule.

(Ord. 104-22, § 2, 1-11-2023)

(f) Notwithstanding the above, the Board may adopt any resolution by the emergency enactment procedure as follows: The Board at any regular or special meeting may enact or amend any resolution with a waiver of the notice or agenda requirements herein by the number required for a quorum plus one vote of the Board, declaring that an emergency exists and that the immediate enactment of the resolution is necessary. All resolutions adopted by the regular or emergency enactment procedures shall take effect upon adoption unless a later date is specified.

(Ord. 41-04, 4-12-2004)

§ 26-15 Powers and duties of Charter School Authority, Superintendent and city.

(a) *Powers and duties of authority*. The powers and/or duties granted by this chapter to the Authority are declared to be public and governmental functions, exercised for public purposes, and are matters of public necessity. Any list of powers and/or duties contained herein is not meant to be exclusive, but only illustrative of the powers that may be exercised by the Authority. The Authority is a public body corporate and shall have the right and responsibility to exercise the following powers and/or duties:

(1) Establish positions, duties and a pay plan, and employ, pay and provide benefits for personnel as well as establish personnel policies. All personnel shall be at will employees with no property rights whatsoever in their employment with the Board whether employed by contract or otherwise. The Board shall have no authority whatsoever to grant any property rights in employment to any person employed by the Authority and any attempt to do so shall be null and void. Authority employees are

not employees of the City of Cape Coral, but they are public employees. Authority employees are subject only to the rules, regulations, policies and authority of the Cape Coral Charter School Authority;

(2) Fix and prescribe bonds, and pay the premium on all those bonds, of all school employees who are responsible for school funds to provide reasonable safeguards for all the funds or property;

(Ord. 104-22, § 2, 1-11-2023)

(3) Reimburse for all travel expenses incurred while on business for the Authority, any member, officer, the Superintendent or any employee of the Authority traveling under the direction of the Board or Superintendent or their designee in accordance with regulations, resolutions or rules adopted by the Authority;

(4) Sue and be sued. However, the Authority shall obtain the approval of the Cape Coral City Council prior to filing suit;

(5) Adopt, use and alter a corporate seal;

(6) Negotiate and enter into contracts, agreements, exclusive or limited agreements, and cooperation agreements of any kind necessary for the Authority to fulfill the purposes of this chapter including, but not limited to, contracts with technical or professional experts necessary to assist the Authority in carrying out or exercising any powers granted to it by the charter or this chapter, provided that all the contracts and agreements are in accordance with procedures established by the city, with state law, and with the Charter, and further provided that any contract entered into between the Authority and a third-party shall provide that the third party is not entering into a contract with the Lee County School District, and, when the third party is not an employee of the Authority and no employment relationship is intended, shall provide that the third-party is not a public employee;

(7) Determine, prescribe, and adopt rules, policies, standards, and programs that are consistent with state law and rule and that are deemed necessary and/or desirable by it for the efficient operation and general improvement of the charter school system;

(8) Appoint advisory committees, whose members may include parents of charter school students and/or other persons, to provide advice and input to the Board regarding specialized matters or issues. Members of advisory committees need not be residents of the City of Cape Coral;

(9) Adopt rules to implement provisions of state law;

(10) Assign students to schools;

(11) Adopt a school program for all charter schools under the control of the Authority;

(12) Adopt and provide for the execution of plans for the establishment, organization and operation of charter schools under the Authority's control;

(13) Establish schools and adopt enrollment plans that may include school attendance areas and open enrollment provisions;

(14) Provide adequate educational facilities for the student community without payment of tuition;

(15) Cooperate with the sponsoring school district as well as adjoining school districts, other agencies or entities, in joint projects or where otherwise applicable;

(16) Provide for the classification and standardization of schools;

(17) Adopt policies for the opening and closing of schools, fix uniform dates and designate the observance of school holidays and vacation periods;

(18) Provide for the establishment and maintenance of public evening schools, career and technical schools, departments or classes, in accordance with charter(s) approved by the Lee County School District;

(19) Cooperate with other agencies or entities in joint projects;

(20) Adopt rules for planning time for teachers;

(21) Provide for an appropriate program of special instruction, facilities and services for exceptional students. In addition, the Board shall coordinate with the Lee County School District for the provision of services to charter school students who require the services of a visiting teacher (due to illness or incapacitation), who reside in residential care facilities, and/or who are in detention facilities;

(22) Provide for the proper accounting for all school age children in the school community, for the attendance and control of students at school, and for proper attention to health, safety and other matters relating to the welfare of children;

(23) Provide adequate instructional materials for all charter school students in accordance with Florida Statutes and the charter(s) between the city and the Lee County School District;

(24) Make provision, in accordance with the Charter, for the transportation of students to the charter school or to school activities they are required or expected to attend; ensure that transportation routes are arranged efficiently and economically; provide necessary transportation facilities; and adopt the necessary rules and regulations to ensure safety, economy and efficiency in the operation of all buses or other vehicles used to transport students;

(25) Provide recommendation to the city for adequate educational facilities and the proper maintenance and upkeep of school plants, so that students may attend school without sanitary or physical hazards;

(Ord. 104-22, § 2, 1-11-2023)

(26) Provide for the operation of all charter schools as free public schools for a term in accordance with Florida Statutes and State Board of Education rules;

(27) Cause to be prepared, adopt and have submitted to the appropriate agencies or authorities, as may be required, an annual charter school budget, with the budget designed to promote the improvement of the charter school system. After approval by the Board, the budget shall be submitted to City Council which shall have the power to add, delete, amend or modify the Authority's charter school budget. The budget, as approved by City Council, shall be the budget that is implemented for the fiscal year;

(28) Provide for keeping accurate records of all financial transactions, and implement a system of accounting and budgetary control to ensure that payments do not exceed amounts budgeted, as required by law; make available all records for proper audit by state officials or independent certified public accountants; and have prepared required periodic statements to be filed with the Lee County School District or Department of Education as provided by law;

(29) Provide for the keeping of all necessary records and the making of all needed or required reports and require at periodic intervals reports by assistant principals and teachers at the charter school(s) to parents apprising them of the progress being made by students in their studies and other useful information;

(Ord. 104-22, § 2, 1-11-2023)

(30) Establish and participate in educational consortia with school districts and other charter schools as may be allowed by law;

(31) Enforce all laws and rules of the State Board of Education that are applicable to charter school(s);

(32) Adopt programs and policies to ensure the safety and welfare of individuals, the student body and school personnel, which programs and policies without limitation may include:

a. Prohibit the possession of weapons and drugs on campus, student hazing and other activities that could threaten the operation of a school or schools or the safety and welfare of the student body or school personnel;

b. Require uniforms to be worn by the student body and/or by school personnel, or impose other dress-related requirements, if the Board finds that those requirements are in the best interests of the student body or school personnel;

c. Provide procedures for student dismissal precautions and for granting permission for students to leave school grounds during school hours, including releasing a student from school upon request by a parent or for public appearances of school groups;

d. Provide procedures for managing protests, demonstrations, sit-ins, walk-outs or other acts of civil disobedience;

e. Provide procedures for detaining students and for readmission of students after expulsion; and

f. Regulate student automobile use and parking.

(33) In accordance with policies and procedures established by the city and in accordance with the Florida Statutes, adopt policies providing for fiscal management of charter schools with respect to purchasing, facilities, non-state revenue sources, budgeting, fundraising and other activities relating to fiscal management of Authority resources, including but not limited to the policies governing:

a. Sales calls and demonstrations by agents, solicitors, salespersons and vendors on campus; local preference criteria for vendors, if any; specifications for quantity purchasing; prioritization of awards for bids; declining bid awards; and purchase requisitions, approvals and routing;

b. Sales by booster clubs; marathon fundraisers; and student sales of candy, paper products or other goods authorized by the Charter Authority;

c. Inventory and disposal of Authority property as may be otherwise provided for herein and/or by state law; use of safe-deposit boxes; and selection of real estate appraisers;

d. Payment of contractors and other service providers;

e. Accounting systems; petty cash accounts procedures and reporting; school activities funds procedures and reporting; management and reporting of grants from private sources; and management of funds; and

f. Budgeting system, including setting budget deadlines and schedules, budget planning, and implementation and determination of budget priorities.

(34) The Authority may adopt policies providing for innovative teaching techniques, teaching programs and methods, instructional aids and objectives, extracurricular and interscholastic activities and supplemental programs including, but not limited to, policies providing for:

a. Use of technology, including appropriate use of the Internet as a tool for learning;

b. Instructional priorities and objectives, pilot projects and evaluations, curriculum adoption and design, and lesson planning;

c. Extracurricular and inter scholastic activities, including field trips, publishing a student newspaper and other publications, and special programs relating to the arts, music or other topics of current interest; and

d. Participation in physical education programs, including appropriate physical education attire and protective gear; programs for exceptional students; summer school; and the Title I program, including comparability procedure

(35) The Authority may make recommendations to the City regarding site acquisition; new construction and renovation; dedication and rededication of charter school buildings and other charter school facilities; and development of facilities management planning and priorities;

(Ord. 104-22, § 2, 1-11-2023)

(36) The Authority may adopt policies governing public gifts and donations to schools; input from the community concerning instruction resources; advertising in schools; participation in community affairs, including coordination with local governments and planning authorities; protocols for interagency agreements with local governments and planning authorities; protocols for interagency agreements; business community partnerships; community use of school facilities; public solicitations in schools, including the distribution and posting of promotional materials and literature; visitors to school campus; school advisory councils; and parent volunteers and chaperones;

(37) The Authority may adopt policies and procedures necessary to implement federal mandates and programs, court orders and other legal requirements of the state;

(38) The Authority may adopt programs and policies to ensure appropriate response in emergency situations; the provision of first aid to individuals, the student body and school personnel; and the effective management of student illness, which programs and policies may include, but are not limited to:

a. The provision of first aid and emergency medical care and the provision of school health care facilities and services;

b. The provision of school safety patrol;

c. Procedures for reporting hazards, including threats of nature, bomb threats, threatening messages and similar occurrences, and the provision of warning systems including alarm systems and other technical devices;

d. Procedures for evacuating the classrooms, playground or any other charter school facility;

e. Procedures for reporting accidents, including traffic accidents and traffic violations involving Authority-owned vehicles;

f. Student insurance programs; and

g. Procedures for administering medications to students when prescribed by a health care provider authorized by Florida law to prescribe medications and/or when authorized by a parent.

(39) The Authority may adopt policies and procedures governing attendance monitoring and checks; truancy; graduation requirements and graduation exercises; fees, fines and charges imposed on students; evaluation of student records and transcripts; transfer of student records; grading and academic evaluation of students; tests and examinations, including early examinations; guidance and counseling; and student participation in competitions, student performances and exhibitions, contests for students and social events;

(40) The Authority may adopt policies and procedures governing transportation of students for extracurricular activities and special events, including transportation of students in privately owned vehicles; transportation of Authority and other personnel, including personal use of Authority owned vehicles; computer security and computer room access and computer database resources; mail and delivery services, including use of couriers; copyright compliance; and computerized data systems,

including computer use, transmission of data, access to the Internet and other technology based services;

(41) The Authority may adopt policies and procedures necessary for the daily business operation of the Authority Board, including but not limited to, conducting an Authority legislative program; Authority Board member participation at conferences, conventions and workshops, including reimbursement for Board member expenses; Authority policy development, adoption and repeal; Authority Board meeting procedures, including participation via telecommunications networks, use of technology at meetings, and presentations by non-Authority personnel; citizen communications with the Authority Board and with individual Board members; collaboration with local government and other entities as may be required by law; and organization of the Board, including special committees and advisory committees;

(42) The Authority may adopt policies and procedures necessary for the management of all personnel under the control of the Authority;

(43) Appoint an individual who shall be known as the Superintendent of Charter Schools (Superintendent) who shall be the Secretary and executive officer of the Authority Board. The Superintendent shall serve at the pleasure of the Board and be appointed by a vote of four voting members of the Board and may only be removed by a vote of at least four voting members. The Board shall establish a salary and benefit package for the Superintendent from budgeted funds appropriated therefor. The Superintendent shall oversee the day-to-day operations of the charter schools with powers as may be otherwise established herein. The Superintendent shall be hired by contract prescribing the Superintendent's compensation, benefits and other appropriate matters. By regulation, resolution or rule the Authority may authorize the Superintendent to perform any of the powers of the Authority in whole or in part and with whatever other limitations it may find appropriate, provided that the authorization does not result in an invalid exercise of delegated legislative authority or is otherwise prohibited by law;

(Ord. 104-22, § 2, 1-11-2023)

(44) Perform duties and exercise those responsibilities that are assigned to it by law or by rules of the State Board of Education, the Commissioner of Education, the school district sponsor, and the City of Cape Coral, and in addition thereto, those that the Board may find to be necessary for the improvement of the charter school system; and

(45) Lease tangible personal property for a term of 12 months or less. Leases with terms longer than 12 months including any options to renew require City Council approval.

(Ord. 104-22, § 2, 1-11-2023)

(46) Lease real property, if the lease is first approved by the City Council.

(Ord. 104-22, § 2, 1-11-2023)

(b) *Powers and duties of Superintendent*. The following list of powers and/or duties contained herein is not meant to be exclusive, but only illustrative of the powers that may be exercised by the Superintendent. In addition to other duties as may, from time to time, be assigned to the Superintendent by the Board or by statute, the Superintendent shall have the right and responsibility to exercise the following powers and/or duties:

(1) The Superintendent shall exercise all powers and perform all duties listed in this chapter and otherwise required by charter, law or rule, provided that, in so doing, he or she shall advise and counsel with the Board. The Superintendent shall perform all tasks necessary to make sound recommendations, nominations, proposals and reports required by law to be acted upon by the Authority. All those recommendations, nominations, proposals and reports by the Superintendent shall be either recorded

in the minutes or shall be made in writing, noted in the minutes and filed in the public records of the Authority. It shall be presumed that, in the absence of the record required in this section, the recommendations, nominations and proposals required of the Superintendent were not contrary to the action taken by the Board in those matters;

(2) The Superintendent shall have the right to participate in all discussions of the Board, but shall have no right to vote on any matter;

(3) The Superintendent, or his or her designee, shall serve as Secretary to the Board and keep, as a public record in a permanent location, minutes and records of all Board proceedings as well as transmit proceedings of the Board meetings and any other additional information required by law or charter to the appropriate agency or organization. The Superintendent may designate a member or members of staff and delegate to them the actual taking of minutes, record retention and storage, custodian of property and other related duties. However, the ultimate responsibility of properly carrying out these duties in accordance with state statutes and the provisions of this chapter cannot be delegated and always resides with the Superintendent;

(4) The Superintendent shall attend all regular meetings of the Board, and advise on questions under consideration;

(5) Keep records, including, but not limited to, records of property held or disposed of by the Authority, as may be necessary to provide complete information regarding the charter school system;

(6) Exercise general oversight over the charter school system to determine problems and needs, and recommend improvements;

(Ord. 104-22, § 2, 1-11-2023)

(7) Advise and counsel with the Board on all educational matters and recommend to the Board for action matters that should be acted upon;

(8) Recommend to the Board for adoption policies pertaining to the charter schools as the Superintendent may consider necessary for its more efficient operation;

(9) Prepare and organize by subjects and submit to the Board for adoption rules as in the Superintendent's opinion will contribute to the efficient operation of any aspect of education in the charter schools. When rules have been adopted by the Board, the Superintendent shall see that they are enforced;

(10) From time to time prepare, organize by subject, and submit to the Board for adoption minimum standards relating to the operation of any phase of the charter school system as will contribute to the efficient operation of any aspect of education in the charter schools and ensure that the standards required by law and those adopted by the Board are observed;

(11) Perform duties and exercise responsibilities as are assigned to the Superintendent by law or the Board;

(12) Act for the Authority as custodian of Authority property;

(13) Supervise the assembling of data and sponsor studies and surveys essential to the development of a planned school program for all charter schools and prepare and recommend such a program to the Board as the basis for operating the charter school program;

(14) Recommend the establishment, organization and operation of the schools, classes and services as are needed to provide adequate educational opportunities for all children in the charter schools;

(15) Be responsible, as required herein, for directing the work of the personnel of the Cape Coral Charter Schools, subject to the requirements of Florida statutes;

(16) Provide for student transportation as required by contract, the Charter and direction of the Board;

(17) Recommend plans and execute the plans as are approved, regarding all phases of the charter school plant program;

(18) Determine and recommend funding necessary, including state and any other sources of available funding, to provide for the charter school term as specified by statute or rule, and recommend plans for ensuring the operation of all Cape Coral Charter Schools for the term authorized by the Board;

(19) Prepare an annual tentative budget to be submitted to the Board for adoption according to law and, when adopted by the Board, submit the adopted tentative budget, by the required dates, to the appropriate agencies or authorities, when required by statute, this chapter or rule, and to the City Council which will adopt the official budget;

(Ord. 104-22, § 2, 1-11-2023)

(20) Recommend, when necessary, the borrowing of money;

(21) Keep or have kept accurate records of all financial transactions;

(22) Maintain accurate and current statements of accounts due to be paid by the Authority; certify these statements as correct; liquidate Authority obligations in accordance with the adopted budget; and prepare periodic reports showing receipts, balances and disbursements to date and file with the appropriate authorities as may be required by law;

(23) Where necessary, recommend the bonds of all employees who should be bonded to provide reasonable safeguards for all school funds or property;

(Ord. 104-22, § 2, 1-11-2023)

(24) Recommend to the Board the desirable terms, conditions and specifications for contracts for supplies, materials or services to be rendered and see that materials, supplies or services are provided according to contract;

(25) Recommend programs and procedures to the Board necessary to protect the Authority adequately against loss or damage to school property or against loss resulting from any liability for which the Authority or its officers, agents or employees may be responsible under law;

(26) Prepare, after consulting with the principals, assistant principals or persons in charge of the various charter schools, tentative annual budgets for the expenditure of Authority funds for the benefit of the charter school students;

(27) Recommend the amounts of bonds, if any, to be issued by the city regarding charter school(s) and assist in the necessary papers for the sale of the bonds and for the proper expenditure of the funds derived therefrom;

(Ord. 104-22, § 2, 1-11-2023)

(28) Recommend the records that should be kept in addition to those required by law; prepare forms for keeping the records as are approved by the Board; ensure that the records are properly kept; and make all reports that are needed or required, as follows:

a. Require that all employees accurately keep all records and promptly make in proper form all reports required by the education code or the State Board of Education; recommend the keeping of additional records and the making of additional reports as may be deemed necessary to provide data essential for the operation of the charter school system; and prepare the forms and blanks that may be required and ensure that these records and reports were properly prepared.

b. Prepare for the approval of the Board all reports that may be required by law or rules to be made and transmit promptly all like reports and approvals when approved to the appropriate authority required by law. If any like reports are not transmitted at the time or in the manner prescribed by law or rule, the salary of the Superintendent, notwithstanding any contractual provision to the contrary, shall be withheld until the reports required by law or rule have been properly submitted.

(29) Recommend plans for cooperating with, and, based on approved plans, cooperate with federal, state, county and municipal agencies in the enforcement of laws and rules pertaining to all matters relating to education and child welfare;

(Ord. 104-22, § 2, 1-11-2023)

(30) Recommend plans for identifying and reporting to the Department of Education the name of each child attending a charter school who qualifies according to the definition of a migratory child, based on Pub. Law 95-561, and for reporting other information as may be prescribed by the Department of Education;

(31) Require that all laws and rules applicable to the charter schools are properly observed and take steps to correct any violations of such rules or laws;

(32) Visit the Cape Coral Charter Schools; observe the management and instruction taking place; provide suggestions for improvement; and advise supervisors, principals, teachers, parents and other citizens with the view of promoting interest in education and improving the conditions of the Cape Coral Charter Schools;

(33) Recommend in writing to the Department of Education the revocation or the suspension of any Florida Teaching Certificate for any of the grounds for discipline or dismissal set forth in Florida statutes, including a full statement of the reasons for the recommendation;

(Ord. 104-22, § 2, 1-11-2023)

(34) Leave with the Board and make available to his or her successor, upon leaving or retiring from office, a complete inventory of school equipment and other property, together with all official records and other records as may be needed in supervising instruction and in administering the charter school system;

(35) Recommend to the Board procedures whereby the public can be adequately informed of the educational programs, needs and objectives of the charter school system;

(Ord. 104-22, § 2, 1-11-2023)

(36) Recommend procedures for implementing and maintaining a system of charter school improvement and education accountability to the Board; and

(37) The Superintendent shall have the power to hire, promote, discipline and terminate personnel, provided, however, that the Superintendent shall exercise this power in accordance with the personnel rules and policies adopted by the Authority.

(c) *Powers and duties of city.* The following list of powers and/or duties contained herein is not meant to be exclusive, but only illustrative of the powers that may be exercised by the city in regard to charter schools. The following powers, duties and responsibilities shall be exercised by the City of Cape Coral:

(1) The city shall review the Authority's annual tentative budget. The City Council will have the power to add, delete, amend or modify the Authority's budget. The budget, as approved by the City Council, shall be the budget that is implemented for the fiscal year;

(2) The city, on behalf of the Authority, may enter into agreements for accepting credit card, charge card and debit card payments as compensation for goods, services and fees, as authorized by law;

(3) The city, on behalf of the Authority, may accept donations of real, tangible and intangible personal property, goods, services or money for use for charter school purposes. The City Council shall adopt policies, rules and regulations for the disposal of surplus real, tangible and intangible personal property using the statutes for the disposal of the property by municipalities and school boards as a guide;

(4) The power to approve plans for locating, planning, constructing and condemning property for school uses shall be reserved exclusively to the City of Cape Coral. The Board shall have the right to provide recommendations to the City Council regarding the aforementioned matters;

(5) The city shall select and purchase school sites, playgrounds and recreational areas where schools are to be constructed, of adequate size to meet projected student enrollment. Leases or lease purchase agreements for real or tangible personal property may be entered into by the city on behalf of the Authority from funds made available for that purpose. In that event, the Board shall provide input and make recommendations to the city regarding these matters;

(6) The city shall supervise the construction; the making or contracting for additions, alterations and repairs on buildings and other school properties, with recommendations from the Board. Any plans and specifications for buildings shall provide for the safety and well-being of students, as well as for economy of construction;

(7) The city shall have the authority to contract for materials, supplies and services needed for the charter school system or may delegate this function in whole or in part, with or without limitations, to the Board, except that the Authority shall use no public funds received from or through the Lee County School District to purchase or lease property, goods or services from any Superintendent, officer or employee of the Authority or the spouse, parent, child, stepchild or sibling of any Superintendent, officer or employee, or from any business in which any officers or employee has an interest, nor shall the Authority use any property, goods or services purchased or leased by public funds for the private benefit of any person or entity;

(8) The city shall provide for adequate protection against any loss or damage to school property or loss resulting from any liability for which the Authority, city or their officers, agents or employees may be responsible under law. The city may fulfill this responsibility on behalf of the Authority, charging a fee for providing the services. This responsibility may be fulfilled by purchasing insurance, being self-insured, entering into risk management programs managed by district school boards, charter school associations, school-related associations or any other risk management program capable of providing adequate risk management services or any combination thereof. Any risk management program entered into pursuant to this subsection shall provide for strict accountability of all funds and an annual audit by an independent certified public accountant of all receipts and disbursements;

(9) The city may employ an internal auditor with charter school funds or may use the services of the City Auditor to perform ongoing financial verification of the financial records of the Authority. The internal auditor shall report directly to City Council, and shall also provide copies of any reports to the Authority Board. This section shall not be construed to prohibit the Authority from employing and/or contracting with an auditor to perform auditing services on behalf of the Authority;

(10) In addition to any audits required by law or statute, city may contract with an independent certified public accountant to conduct a financial or performance audit of the accounts and records retained by the Authority; and

(11) The city shall provide for the investment or deposit of funds not needed for immediate expenditures which shall earn the maximum possible yield under the circumstances on the investments or deposits.

The city shall cause to be invested at all times all school moneys not immediately needed for expenditures pursuant to the policies of the Board and city.

(Ord. 41-04, 4-12-2004; Ord. 2-15, 1-26-2015; Ord. 104-22, § 2, 1-11-2023)

§ 26-16 Indebtedness.

In addition to the powers and/or duties enumerated in § 26-15 above, the city shall have the authority to issue bonds, securities or other forms of indebtedness allowed by law to finance the construction, renovation, remodeling or operation of charter schools, providing that no indebtedness will ever be a general obligation of the city and no city ad valorem tax revenue shall ever be pledged for any indebtedness incurred on behalf of charter schools unless approved by a vote of the city electorate.

(Ord. 41-04, 4-12-2004)

§ 26-17 Administrative services.

The Authority shall use city departments and personnel for services including, but not limited to, human resources, information technology, purchasing, administrative, accounting, financial, engineering, risk management, construction, repair and maintenance, insurance and other related services from the city. The city shall charge a fee or fees for those services; the fee or fees shall be equal to the cost of providing those services.

(Ord. 41-04, 4-12-2004; Ord. 104-22, § 2, 1-11-2023)

§ 26-18 Consistency.

Neither City Council nor the Authority Board shall take any action that is inconsistent with any state law, administrative or Department of Education rule or the charter school contract with the Lee County School District.

(Ord. 41-04, 4-12-2004)