

**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

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 COORDINATOR 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.

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

- 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 Salmieri 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

Chair Jackson 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

- 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

- 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.

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.

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.

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.

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

BOARD
APPROVED

JUN 24 2025

CITY OF CAPE CORAL
CHARTER SCHOOL AUTHORITY