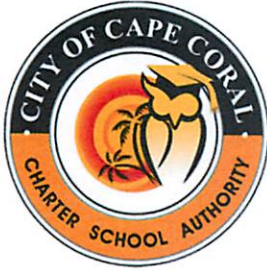


VOL. IV

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GOVERNING BOARD MINUTES

City of Cape Coral Charter School Authority

Governing Board Regular Meeting

Tuesday, February 13, 2018 at 9:00 a.m.
City of Cape Coral Council Chambers

1. Call to Order

A meeting of the City of Cape Coral Charter School Authority Governing Board of Lee County, Florida, met on Tuesday, February 13, 2018 at the City of Cape Coral Council Chambers. Chairman Robert Zivkovic called the meeting to order at 9:00 a.m.

2. Moment of Silence

Chairman Zivkovic

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

Chairman Zivkovic

4. Board Member Roll Call

Present: Boyer, Vice Chair Campbell, Nelson, Ross, Traiger, Winstead, Chair Zivkovic

Absent Excused: McMillian

Also Present: Jacquelin Collins, Interim Superintendent

MaryAnne Moniz, Business Manager

Danielle Jensen, Director of Procurement and Food Services

Vicki McAtee, City of Cape Coral HR, Liaison to the Charter Schools

Adam Nowicki, Network Analyst

Dolores Menendez, City Attorney, City of Cape Coral

Mark Moriarty, Assistant City Attorney, City of Cape Coral

Jeanette Kreuz, Senior Accountant, City of Cape Coral

Gary Cerny, President, Charter School Foundation
Kevin Brown, Principal, Christa McAuliffe Elementary
Kelly Weeks, Assistant Principal, Christa McAuliffe Elementary
Christopher Fennell, Principal, Oasis Elementary School
Donnie Hopper, Principal, Oasis Middle School
Amanda Sanford, Principal, Oasis Middle School
Marjorie Galyon, Transportation
Britt Martin, Senior Accountant, City of Cape Coral
Members of the General Public - Marilyn Stout

5. Approval of Previous Minutes

Motion made by Member Boyer, Second by Vice Chairman Campbell, to approve the Minutes of the January 09, 2018 Regular Governing Board Meeting. *Unanimous; Motion Carried*

Motion made by Member Fisher, Second by Vice Chairman Campbell to approve the Minutes of the January 18, 2018 Special Governing Board Meeting. *Unanimous; Motion Carried*

6. Approval of Regular Meeting Agenda

Motion made by Vice Chairman Campbell, Second by Member Boyer, to add “NEW BUSINESS, Item 14B: Approval of Rediker Software Contract by Waiver - Superintendent Collins” and approve the balance of the Agenda of the Regular Governing Board Meeting, February 13, 2018. *Unanimous; Motion Carried*

7. Public Comment

No Comments from the Public.

8. Consent Agenda

8A. Approved NEOLA POLICY 1122- Change of Delegation of Authority’s Compliance Officer - Collins

8B. Approved NEOLA POLCY 3122 - Change of Delegation of Authority’s Compliance Officer - Collins

8C. Approved NEOLA POLICY 9160.01 - Change of Delegation of Authority’s Compliance Officer(s) - Collins

9. Superintendent Report

Quarter Statement of Net Position: This high-level financial report is a non-agenda item that the Board will simply review. Sharing the report with the Board is part of the CliftonLarsonAllen(CLA) audit recommendations; it should happen on a monthly basis. This particular financial statement is a snapshot of our system's net position as of December 31, 2017, and needs a bit of clarification. On page 1/12, our cash and equivalent assets are listed as \$9,061,441.87. However, this number is slightly misleading because there are specific bills and charges that have not been paid off yet, so that figure will reduce significantly. For example, the \$1.2 million for AC repairs will reduce this number; there are five pay periods that have to go out in the month of June in order to cover our teaching staff payroll over the summer break; chromebook leases; AICE testing prep materials, and a variety of other items that will need to be paid out. *Discussion Held*

Branding of School System: We want to have an updated branding of our school logo and image so that people will effortlessly recognize as our charter school system. The plan is to have one, simple, easily identifiable logo that people can see on various items and know it is our charter school system. Vice Chairman Michael Campbell has been working with Pearl Public Relations and they have come up with some designs that seem to capture our system's goals. At a later time, a focus group will look more closely at the designs; when they get to a final decision stage the group will come back to the Board and ask for approval. The goal is to let each school keep their identity, yet at the same time create system unity. Member Winstead would like to see more community involvement in the process and final decision. *Discussion Held*

Student Information System: Our CSADS program is on the brink of dying and the KIDS program that was offered is still incomplete. However, there is another vendor we found that can accommodate our needs, quickly, and we would like to proceed with engaging their services. The new company is called Rediker. They have special features that will enhance parent-teacher-student-system communications and could also possibly save us money. We need to roll out the system starting in the summer, preferably by June 1st. Danielle Jensen, our Procurement Director will provide more details of this agenda item, identified as NEW BUSINESS: Item 14B. *Discussion Held*

Motion made by Vice Chair Campbell, Second by Member Fisher to approve moving NEW BUSINESS, ITEM 14B: "Approval of Rediker Software Contract by Waiver - Superintendent Collins" to SUPERINTENDENT REPORT, Item B; and Approve the execution of the Rediker Software Contract Waiver after the contract has been reviewed by the City of Cape Coral Legal Department. *Unanimous. Motion Passed.*

Vote Aye: Boyer, Campbell, Fisher, Nelson, Traiger, Winstead, Zivkovic

Vote Nay:

Unanimous; Motion Passes

10. Chairman Report

Chairman Zivkovic had nothing to report except to congratulate the Middle School girls volleyball team on their victory, and the track team that recently had 80 students join. Chairman Zivkovic also met with the Mayor and wants to remind the Board of the mayor's continued support and excitement for our developing athletics program. Chairman Zivkovic is also encouraged by our continued attempts to work better with the City. *Discussion Held*

11. Foundation Report

Gary Cerny, Foundation President:

The Rally is the Foundation's biggest fundraiser and it is set for April 7, 2018 at the German American Club. Publicity materials will be forthcoming within the next few weeks. *Further Explanation*

The Lighthouse finalists have been notified and final observations and interviews have begun. The Awards dinner will be in May at the Yacht Club. *Further Explanation*

Scholarships and grants are still a priority for the Foundation and they continue to look for opportunities to financially help deserving students and programs. *Further Explanation*

12. Staff Comment

Kevin Brown, Principal, Christa McAuliffe (CME) congratulated his Lighthouse Award teacher nominees.

CME has been awarded the prestigious "School of Excellence" award. This is given to schools that have an 80% percentile for two consecutive years. CME is the only charter school in Lee County to receive this award.

The CME science fair was once again well received and some of the scientist judges said that our students work is on the level of middle school.

A team of teachers will travel to the TEACH YOUR HEART OUT seminar in Nashville.

Tony Iannacone, CME IT Specialist, won a \$4,000 SmartBoard for CME - he was at a seminar and put his name in a lottery.

Read Across America is March 7. If you have time in your schedule, please come and read with CME students.

13. Unfinished Business

Superintendent Collins clarified that the Board no longer needs to approve school field trips as it is her responsibility to do so. The Board agreed this is a task the Superintendent can fulfill on her own.

Scheduled Special Meeting: Chapter 26 Recommendations for Revisions and Modifications - Chairman Zivkovic for Wednesday, February 28, 2018 at Oasis High School - Cafeteria at 4:00p.m.

Scheduled Special Meeting: Superintendent Evaluation Review of Forms, Modifications and Adoption - Traiger for Tuesday, March 06, 2018 at City Annex-Green Room or Oasis High School - Conference Room, at noon. Chairman Zivkovic will be absent excused; Vice Chairman Campbell will conduct the meeting.

Scheduled for a later date: Discussion of the Strategic Plan Progress.

14. New Business

Approved B&R Trucking and Mancon Purchase Order over \$50,000 - Jensen, Discussion Held, Unanimous; Motion Passed

Approved Changes to the Charter School Secretary Job Description - Collins, Discussion Held, Unanimous; Motion Passed

Approved with exception to adding language: Charter School Bookkeeper Job Description.

Add language: MINIMUM REQUIREMENTS: "...Associates degree preferred..."

Discussion Held

Vote Aye: Boyer, Campbell, Fisher, Nelson, Traiger, Winstead, Zivkovic

Vote Nay:

Discussion Held, Unanimous; Motion Passes

Approved Transportation Director Contract to 12-month Employee (with Benefits) - Collins, Discussion Held, Unanimous; Motion Passed

To Be Board Approved After Public Notification:

NEOLA POLCIY 3121.01: Criminal Background and Employment History Checks

NEOLA POLICY 3140: Suspension or Dismissal of Instructional Staff

NEOLA POLICY 6110: Grant Funds

Member Fisher departed 10:58 a.m.

Member Nelson departed 11:15 a.m.

15. Final Board Comment and Discussion

The Board agreed it should consider smaller agendas and time limits on discussions.

Happy Valentine’s Day to one and all!

16. Time and Date of Next Regular Meeting

A Special Governing Board Meeting will be held on Wednesday, February 28, 2018 to Discuss Chapter 26 Recommendations for Revisions and Modifications, at 2:00 p.m., at Oasis High School- Cafeteria, 3519 Oasis Blvd., Cape Coral, FL 33914

A Special Governing Board Meeting will be held on Tuesday, March 6, 2018 to Review Superintendent Evaluation Forms, Modifications, and Adoption, at noon, at Oasis High School - Conference Room, 3519 Oasis Blvd., Caper Coral, FL 33914

The next Regular Governing Board Meeting will be held on Tuesday, March 13, 2018, at 9:00 a.m., in the Cape Coral City Council Chambers.

The Budget Workshop #1 will be held on Tuesday, March 27, 2018 at 9:00a.m. at City of ape Coral Nicholas Annex, Room A200-Green Room, 815 Nicholas Parkway, Cape Coral, FL 33990

17. Adjournment

The Governing Board adjourned at 11:38a.m.

Respectfully Submitted,

Kathleen Paul-Evans


Executive Assistant to the Interim Superintendent

City of Cape Coral Charter School Authority

**BOARD
APPROVED**

MAR 13 2018

CITY OF CAPE CORAL
CHARTER SCHOOL AUTHORITY



Secretary

Date of approval