

VOL. IV

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# GOVERNING BOARD MINUTES

## City of Cape Coral Charter School Authority

### Governing Board Regular Meeting

Tuesday, March 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, March 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: Chairman Zivkovic, Fisher, McMillian, Nelson, Traiger, Winstead

Absent Excused: Boyer, Campbell, Ross

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

Mark Moriarty, Assistant City Attorney, City of Cape Coral

Vicki Bateman, Finance Director, City of Cape Coral Financial Services

Jeanette Kreuz, Senior Accountant, City of Cape Coral

Gary Cerny, President, Charter School Foundation

Christopher Fennell, Principal, Oasis Elementary School

Donnie Hopper, Principal, Oasis Middle School

Marjorie Galyon, Transportation

Britt Martin, Senior Accountant, City of Cape Coral

Members of the General Public

## **5. Approval of Previous Minutes**

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

## **6. Approval of Regular Meeting Agenda**

Motion made by Member Traiger, Second by Fisher, to add “NEW BUSINESS, Item 14B: Discussion of Proposed Superintendent’s Performance Evaluation Tool - Member Traiger,” to the agenda, and approve the balance of the Agenda of the Regular Governing Board Meeting, March 13, 2018. *Unanimous; Motion Carried*

## **7. Public Comment**

No Comments from the Public.

## **8. Consent Agenda**

Motion made by Member Winstead, Second by Member Traiger. *Unanimous; Motion Carried*

*8A. Approved Amended Language* NEOLA POLICY 3121.01 - “Criminal Background and Employment History Checks”- Superintendent Collins

*8B. Approved Amended Language* NEOLA POLCY 3140 - “Suspension or Dismissal of Instructional Staff” - Superintendent Collins

*8C. Approved Amended Language* NEOLA POLICY 6110 - “Grant Funds” - Superintendent Collins

*8D. Approved* - Payment to the University of Cambridge Local Examinations Syndicate for the Oasis High School AICE Program - MaryAnne Moniz, Business Manager

## 9. Superintendent Report

**Victoria Bateman, Director, City of Cape Coral Financial Services:** She is here today to update the Board on the Highlights of the Financial Statements as of January 31, 2018: Benchmark for January is 58.33%. General Fund Cash and cash equivalents increased by \$412, 626. The Statement of Net Activities increased by \$1,393,903 (due to receipt of \$1,773,710). Decrease in enrollment of 7.4 FTE (enrollment decrease effects future FAEFP awards) Right now the Charter School has \$9 million plus in the bank; \$3/4 million is invested to make some revenue. Internal Funds increased by \$35, 561 from \$675, 793 to \$711, 354 - increase due to deposits for field trips. These funds are supposed to be used in current year they are received, and for those specific student purposes, only. *Further Explanation*

Member Traiger asked if there had been news of a reversal of the Capital Outlay situation.

Member Winstead asked if we had a plan to reduce Internal Funds by the end of the year.

Chairman Zivkovic asked if any of the student-related Internal Funds can be rolled over if it is undesignated.

Chairman Zivkovic wants to find out if Municipal Charter Schools like ours could be exempt from the District lawsuit (\$1.7million). Member Winstead agreed with further discussion.

Motion made by Member Winstead, Second by Chairman Zivkovic to approach the Lee County School Board and ask to be directly exempted, in writing, from the current lawsuit.

*Unanimous; Motion Carried [ A Letter was sent to the District on March 23, 2018]*

**Superintendent Collins Report:** The Mayor, City Manager, Victoria Bateman, Jennifer Nelson, and I will be at a “Shade Meeting” on Monday, March 26<sup>th</sup> to discuss security issues at the charter schools, and the physical responsibilities they feel , as the Landlord, that should be discussed by Council. Before this meeting, Superintendent Collins would like to have a Board “Shade” Meeting to make sure there is an alignment of needs, policies, and procedures. A Board “Shade Meeting” was set for Friday, March 23, 2018 at 8:00 a.m., at Oasis High School - JROTC Conference Room, 3519 Oasis Boulevard, Cape Coral, FL 33914. Further Discussion

Mrs. Collins attended the elementary school PTO meetings and answered as many parent questions as possible and feels that many parents are now calm and returning to a focus on their child’s academic career.

Mrs. Collins introduced the new Supervisor of Athletics and Physical Education, Marek Moldawsky, who is here to speak. Mrs. Collins also highlighted on the some of the amazing things students do at the school level including the TSA wins and high school MUN awards. Further Discussion.

Marek Moldawsky explained his “Four Pillars” of development for the charter schools athletics program.

## 10. Chairman Report

Highlights include Chairman Zivkovic congratulated Mr. Nowicki and the recent success of the Oasis TSA teams, the PTO meetings which have gone remarkably well, and have been well received by the parents of the schools, among other successful charter school endeavours. The Chairman also thanked the number of parents who have taken the time to send in their comments and suggestions regarding the safety and security of our schools. Mr. Zivkovic said that “We have a great system, and we are very honest and open in terms of discussing issues, and we do so with a lot of transparency.” He also thanked the City for stepping up and supporting the charter schools in every way.” Mr. Zivkovic said that although it’s been a bumpy month or so, he’s “still very proud to have his kids in the system and feels very comfortable.” Chairman Zivkovic added that he and Superintendent Collins are going to set up a meeting with Connie Barron, the City’s Public Information Officer to discuss how to better handle the public and press inquiries in the future, etc. Chairman Zivkovic also mentioned his thanks, appreciation and congratulations to members of the Oasis community that continue to do so well, including those eager parents who camped out to get a seat for their child at the elementary school VPK programs. He also acknowledged OMS student Tyler Feichthaler who is off to the State Championship National Geographic Bee, April 6<sup>th</sup> in Tallahassee. *Further Comments*

## 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 have been distributed and marketing this event is of course, the big push now. After all is said and done, Rally funds will still be distributed to the schools, but this year it may be a little different, because the outside donors who are funding the event are asking for a little bit more details as to exactly where, and how the money will flow, and some are even more specific with exactly how or the areas they want their donation to help the schools. So, this year we want to first sit down with the schools and find out what is needed, and where, and then start allocating funds. But funds are still going to be distributed.

Our biggest donor is becoming more active and we will do a system tour for her later this week. *Further Explanation*

Foundation staff changes include treasurer, Kathryn Gomez is leaving, and so that slot is now open.

The Lee County Environmental Grant (\$365,000 project) is almost completely out for schools as they have decided to allocate most of the fund toward waterways. However, we are always looking for more grants and ones that fit our needs.

The Lighthouse finalists have been observed and interviewed, and a winner has been determined. Please come to the Awards dinner on May 4<sup>th</sup> at the Yacht Club. *Further Explanation*

Safety and security are a major concern for all of us and if there is any way he can personally help in a professional way with school security issues, Mr. Cerny would be more than happy to do so. *Further Explanation Continued*

Member Winstead said he is eager to allow Mr Cerny to present his ideas, and the ideas of others outside of the Cape Coral Police Department when it comes to school safety. *Further Discussion*

Chairman Zivkovic asked if a security representative could attend the proposed Governing Board “Shade” Meeting. City Attorney Mark Moriarty made clarifications as to who and what can be discussed during a Shade Meeting according to Florida laws. *Discussion Continued*

## 12. Staff Comment

Christopher Fennell, Interim Principal, Oasis Elementary congratulated Isabelle Vozzella, who won the Ben Carson Scholarship which is worth \$1,000. As a 5<sup>th</sup> grader Isabella has already had a lot of academic success, and combined with her years in 4-H Club activities she is well deserved. *Further Comment*

A big congratulations to the OES Odyssey of the Mind team that took second placed at the State competition.

If you missed it all everyone can say is how phenomenal our school production, Madagascar was! It was truly fabulous! The students always do such an amazing job so get ready for next year.

Recently OES had our Science Fair and besides great science projects, parent support was outstanding.

Mrs Altini’s 4<sup>th</sup> grade class has been obsessed with restoring our playgrounds after Hurricane Irma did her damage. Students are working on designing and engineering an eco-friendly park and have done an amazing job of planning and lobbying the right people to make a real difference. Partnerships between the students and parents are resulted in grant writing and community outreach opportunities for the students. Although students “lost” a grant, they are winning big because now they want to make this eco-friendly spot even more than they did before. *Further Explanation*

OES teachers went on a math seminar that refreshed and introduced many new skills and strategies for math instruction, as well as a Nashville Teach Your Heart Conference which was very exciting and motivating. *Further Explanation*

Follow us on *Twitter* - we post regularly and want you to see and enjoy our amazing students!

Chairman Zivkovic asked Mr. Fennell to remind his parents that the proper way to address concerns and miscommunications is to discuss it with the principal, or proper individual, and not on social media.

Superintendent Collins informed the Board that interviews for the new OES principal will be all this week, and hopefully, the school will have a new principal before the end of the school year. All Board members are invited to attend. *Further Explanation*

### 13. Unfinished Business

### 14. New Business

14A. Budget Amendment No. 1, FY 2017-2018 presented by MaryAnne Moniz, Business Manager:

This is the first budget amendment for Fiscal Year 2018. The reason why we do budget amendments is to bring in-line our revenues and expenditures. We typically do two budget amendments a year; this first one in particular is to align miscellaneous adjustments, reclassify fund balances, and reclassify discretionary capital. *Further Explanation*

Chairman Zivkovic and Member Winstead questioned whether the Lee County School District lawsuit has the right and/or ability to take back the money in case of a loss.

Motion made by Member Fisher, Second by Member Traiger to approve Budget Amendment No. 1. *Unanimous, Motion Carried*

Member Traiger asked for clarifications on the AICE funding.

Member Winstead asked why we are seeing a reduction in the numbers of AICE graduates. Superintendent Collins said it is mostly because our math programs were at fault possibly as far back as elementary math level. *Discussion Held*

14B. Discussion of Superintendent Evaluation Tool(s) - Member Traiger: The goal today is to review the new document but not vote on it. Instead, please take the next month to look it over, and be ready to approve it at the next Board meeting on April 10<sup>th</sup>. The next goal is to have the adopted forms completed by May, and a full evaluation to be completed by June 15<sup>th</sup>.

The evaluation categories were collapsed and steam-lined to come up with four clear strategies, goals, and targets of the Strategic Plan. *Discussion Held*

**15. Final Board Comment and Discussion**

Member Fisher wishes students, teachers and staff a great Spring Break.

Member Winstead thanked and praised Superintendent Collins for her calm and steady leadership during some trying times. We can all be proud.

Chairman Zivkovic asked to review the mandatory parent volunteer hours due to lack of interest and participation. Superintendent Collins said it's getting more difficult to get parents to comply. Member Traiger said maybe we can look at incentives for parents who go above and beyond. Member Winstead said parent volunteerism can be difficult for some households so he wants to make the program more flexible and adaptable to diverse homes.

**16. Time and Date of Next Regular Meeting**

The next Regular Governing Board Meeting will be held on Tuesday, April 10, 2018, at 6:00 p.m. at Oasis High School - Cafeteria, 3519 Oasis Boulevard, Cape Coral, FL 33914

The Budget Workshop #2 will be held on Tuesday, April 17, 2018 at 9:00a.m., at City of Cape Coral Nicholas Annex, Room A200-Green Room, 815 Nicholas Parkway, Cape Coral, FL 33990

**17. Adjournment**

The Governing Board adjourned at 10:37a.m.

Respectfully Submitted,

Kathleen Paul-Evans

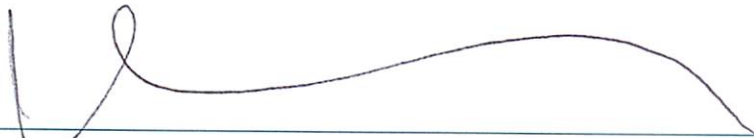
Executive Assistant to the Interim Superintendent

City of Cape Coral Charter School Authority

**BOARD  
APPROVED**

**APR 10 2018**

CITY OF CAPE CORAL  
CHARTER SCHOOL AUTHORITY



Secretary

Date of approval