

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

Tuesday, April 12, 2016
City of Cape Coral Council Chambers
9:00 a.m.

CALL TO ORDER: The Cape Coral Charter School Authority Governing Board of Lee County, Florida, met on April 12, 2016, at Council Chambers, a Regular Governing Board Meeting. Co-Chair Donaldson called the meeting to order at 9:03 a.m.

INVOCATION: Co-Chair Donaldson

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA:
All in attendance

ROLL CALL: Cosden, Donaldson, Fisher, Koepke, Lucas-Ross, Winstead, Zivkovic
Member Boyer-Excused

ALSO PRESENT: Bill Buztrey, Assistant City Attorney
Nelson Stephenson, Superintendent, Cape Coral Charter School Authority
Shannon Treece, Principal, Oasis Charter High School
Keith Graham, Principal, Oasis Charter Middle School
Steve Hook, Principal, Oasis Charter Elementary School
Jacque Collins, Principal, Christa McAuliffe Charter Elementary School
Danielle Jensen, Director of Procurement and Food Services, Cape Coral Charter School Authority
Mary Anne Moniz, Business Manager, Cape Coral Charter School Authority
Tod Baldwin, Operations Manager, Cape Coral Charter School Authority
Katherine Knoche, Teacher, Oasis Charter High School
Zachary Leyva, Student, Oasis Charter High School
John Pellett, Student, Oasis Charter High School
Spencer LeBlanc, Student, Oasis Charter high School
Jeff Myers, Student, Oasis Charter High School
Graham Morris, Community Member

APPROVAL OF MINUTES:

Motion to approve the minutes for the Regular Governing Board Meeting of March 8, 2016 was made by member Cosden and seconded by member Zivkovic.

Board vote: Cosden, Donaldson, Fisher, Winstead, Zivkovic

All “Ayes,” motion carries.

APPROVAL OF THE AGENDA REGULAR MEETING:

Motion was made by member Zivkovic and seconded by member Cosden to approve the agenda.

Board vote: Cosden, Donaldson, Fisher, Winstead, Zivkovic

All “Ayes,” motion carries.

SUPERINTENDENT REPORT:

Mr. Stephenson states the AdvancED visit is Sunday, May 1, 2016 through Wednesday, May 4, 2016. Interviews will be held Monday, May 2, 2016 for board members. At 2:00 PM on Wednesday, May 4, 2016 in council chambers the board will receive an exit report from the AdvancED team.

Mr. Stephenson states that we will go through a full audit. Both general and internal funds will be audited. We will start the internal audit procedure process within the next couple of weeks.

Mr. Stephenson states that invitations have gone out for the Light House Awards. The awards will be held Friday, April 22, 2016.

Mr. Stephenson states the field is still ongoing. The grass looks good but as it rains some of the rocks are coming up. The football team, Mr. Baldwin and the athletic director have been out marking and removing rocks.

CHAIRMAN REPORT:

None

FOUNDATION REPORT:

Co-Chair Donaldson states that the Light House Awards will be held April 22, 2016 at the Yacht Club at 6:00 PM.

PUBLIC COMMENT:

None

STAFF AND BOARD COMMENT:

Business Manager

Mary Anne Moniz states that most of her comments apply to the budget and would like to hold her comments for the budget workshop following the regular board meeting.

Mary Anne Moniz states that Oasis High School did receive their AICE funding. They have exceeded their expectations and their funding came in at \$639,000.00. The amount budgeted was \$429,000.00.

Director of Procurement and Food Services

Danielle Jensen states that food service continues to be favorable.

Danielle Jensen states both revenue and expenses are favorable to budget. She feels confident that we will end the year at budget.

Danielle Jensen states the National School Lunch data was submitted on time and we are in compliance.

Danielle Jensen states that we will start preparing for our wellness committee meeting next month.

Danielle Jensen states that she will discuss her department's budget at the budget workshop following this meeting.

Danielle Jensen states that our new landscapers started in March.

Danielle Jensen states that she has been busy with next year's budget, the IT infrastructure project and the \$100,000.00 project list for the city.

Danielle Jensen states that the RFP for the infrastructure project needs to go out to the public next week.

Christa McAuliffe Charter Elementary School

Jacque Collins states that grades 3, 4, and 5 are testing. Besides a couple of minor glitches testing is going very well.

Jacque Collins states they are working on the presentations for the accreditation process as well as wrapping up the evidence collection.

Jacque Collins states they are working on position openings for next year.

Oasis Charter Middle School (OMS)

Keith Graham states OMS began their FSA testing. There were a few minor glitches with students getting knocked offline due to the flooding of the system.

Keith Graham states the Oasis STEM Tour Team took 2nd and 3rd place in the solar RC car competition held at Florida Gulf Coast University on April 2, 2016. The 8th grade STEM team placed 1st overall for the year. The 7th grade STEM team placed 3rd overall for the year.

Keith Graham states the production of *The Lion King Jr.* will be April 29 and 30, 2016 at the Cultural Park Theatre, beginning at 7:00 PM.

Discussion held.

Oasis Charter High School (OHS)

Shannon Treece states the Deeper Learning Conference she and several other staff members attended in California was very exciting. It enabled them to see what project based learning really looks like.

Shannon Treece states that she feels the arts are also a very important part of the STEM program. She refers to it as STEAM (science, technology, engineering, arts, and mathematics).

Shannon Treece states a critical piece to take a look at is the skill sets. Academics and skill sets go together.

Shannon Treece introduces Katherine Knoche who is the teacher for the OHS internship program.

- Katherine Knoche states that the internship program is a great opportunity for the students. From semester one to semester two we have grown the program. The primary goal is securing internships that align with the student's college and career goals. The students are placed for six to nine weeks and have a mentor. The parents are supportive of the program.
- Student Zachary Leyva states that he has wanted to be a doctor since he was young. Through the internship program he had the opportunity to work with Dr. Zivkovic. Because of the internship experience he realized that this field was not for him. He is now interning with law enforcement. The internship program gives you a chance to try before you buy.
- Student John Pellett states that he had the pleasure of interning at Goldberg Law Office in Fort Myers. He has always wanted to be a lawyer. He was able to observe all aspects of the job. For the fourth quarter he will be interning in construction management. The program is a wonderful experience and he hopes next year's seniors will have the same opportunity.
- Student Spencer LeBlanc states that he interns at Adventure Church. Throughout high school he knew he wanted to be in the non-profit leadership area. Through the program he is learning office and communication skills. He wasn't sure what he wanted to do but he is now almost 100% sure he wants to pursue a career as a youth pastor.
- Student Jeff Myers states that he has always had a passion for sports, football in particular. He is an intern for the Florida Everblades at Germain Arena. There is a core of interns who take on different responsibilities. He was able to meet the players and coaches. The internship program has made him realize that he wants to pursue a career as a sports agent.

Shannon Treece states this year's internship program was a pilot group but the goal for next year is to offer it to every senior. The feedback has been positive.

Shannon Treece states that three JROTC students have been selected to attend a summer military academy. The students selected are Mary Hess, Bryce Corcoran, and Branden Pearson.

Shannon Treece states the JROTC is hosting a cultural night on May 3, 2016. This will be a great opportunity to showcase our student talents.

Shannon Treece states that JROTC has a 5K race scheduled for May 23, 2016.

Discussion held.

Oasis Charter Elementary School (OES)

Steve Hook states that OES is in the midst of testing.

Steve Hook states the Odyssey of the Mind Team went to state and performed very well.

Steve Hook states the rally did well. Each school should receive about \$12,000.00 and the foundation should receive around \$14,000.00.

Discussion held.

UNFINISHED BUSINESS

A. Strategic Plan-Nelson Stephenson

Mr. Stephenson states that on page 10 we identified the technology infrastructure as one of our goals. There is a team of people working on this project. Mr. Stephenson thanks the city IT Director and Mr. Carrington for assisting us in getting where we need to be with the infrastructure update. We are on track to get this done for the summer.

We have slotted \$500,000.00 for the Christa McAuliffe Expansion. This was done with the strategic plan in mind.

Priority goal five is the enhanced financial stability and relates to the budget workshop.

Priority goal seven is technology and infrastructure. We have set apart \$50,000.00 per school in the 16-17 budget.

Priority goal eight is highly qualified staff. We want to attract and retain highly qualified individuals so we will look at the pay plan.

NEW BUSINESS

A. Approval of the Engagement Letter for the Charter School Financial Audit for FY 2016-2018-Margaret Krym, City Auditor

Motion was made by member Cosden and seconded by member Fisher to approve the Engagement Letter for the Charter School Financial Audit for FY 2016-2018.

Discussion held.

Board vote: Cosden, Donaldson, Fisher, Winstead, Zivkovic

All “Ayes,” motion carries.

B. Approval of the JROTC Annual EOY Camping Trip to Disney, Orlando, FL., Thursday April 28-Sunday May 1, 2016-Shannon Treece

Motion was made by member Cosden and seconded by Member Zivkovic to approve the JROTC Annual EOY Camping Trip to Disney, Orlando, FL., Thursday April 28-Sunday May 1, 2016.

Discussion held.

Board vote: Cosden, Donaldson, Fisher, Winstead, Zivkovic

All “Ayes,” motion carries.

C. Approval of the JROTC State Drill Event, Lakeland, FL., Saturday April 16, 2016-Shannon Treece

Motion was made by member Cosden and seconded by Member Donaldson to approve the JROTC State Drill Event, Lakeland, FL., Saturday April 16, 2016.

Board vote: Cosden, Donaldson, Fisher, Winstead, Zivkovic

All “Ayes,” motion carries.

D. Approval of NEOLA Policies-Nelson Stephenson

Motion was made by member Fisher and seconded by member Winstead to approve the NEOLA Policies.

Discussion held.

Board vote: Cosden, Donaldson, Fisher, Winstead, Zivkovic

All “Ayes,” motion carries.

BOARD COMMENT:

Mr. Buztrey welcomes the new board members and reminds them that they cannot talk to the other board members outside of the board meeting because it is a violation of the Sunshine Law. You will have to complete board training.

Member Zivkovic thanks everyone for what they are doing with the AdvancED.

Member Zivkovic states that we were supposed to have our organizational meeting after the regularly scheduled board meeting. Mr. Buztrey says it should be the very first item on the May board meeting agenda.

Motion was made by Member Zivkovic and seconded by member Cosden to add the reorganizational meeting to the May board meeting.

Board vote: Cosden, Donaldson, Fisher, Winstead, Zivkovic

All “Ayes,” motion carries.

Co-Chair Donaldson states that she would like to remind the new board members that the governing board members are policy makers and don't deal directly with staff. Their communication goes through the superintendent.

Time and Date of Next Meeting

AdvancED Exit Report-Wednesday May 4, 2016 at 2:00 PM in Council Chambers.

Regular Governing Board Meeting: Tuesday May 10, 2016, 9:00 a.m. in Council Chambers.

Adjournment

There being no further business, the meeting adjourned at 10:20 a.m.

Respectfully submitted,
Shannon Arthur
Executive Assistant to the Superintendent
Cape Coral Charter School Authority