

## **BOARD MEETING MINUTES**

**Name of Foundation:** Florida Charter Educational Foundation, Inc.  
Bay Area Charter Foundation, LLC.

**Board Meeting:** August 24, 2017  
**School(s):** Woodmont Charter School  
Winthrop Charter School  
Henderson Hammock Charter School  
Keys Gate Charter School  
Clay Charter Academy  
SouthShore Charter Academy  
Waterset Charter School

*The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.*

<b>Date:</b>	<b>Start</b>	<b>End</b>	<b>Next Meeting:</b>	<b>Next time:</b>	<b>Prepared by:</b>
August 24, 2017	2:42 pm	3:23 pm	September 28, 2017	1:00 pm	K. Robertson
<b>Meeting Location:</b>					
Telephonic access at all FCEF/BACF Affiliated Schools					
On-Site Location: Waterset Charter School- 6540 Knowledge Lane, Apollo Beach, FL 33572					

<b>Attended by:</b>	
<b>Board Members:</b> Valora Cole - Vice Chair  <b>Telephonically:</b> Rod Jurado - Chairman Rod Cunningham – Treasurer Steve Knobl - Director	<b>Other Attendees:</b> Michelle Thompson – Regional Director of Education Kristen Storm-Taylor – Principal, SouthShore Charter Academy Terry Johnson – Principal, Winthrop Charter School Lane Morris – Principal, Woodmont Charter School Corinne Baez – Principal, Keys Gate Charter School Talya Taylor – Principal, Clay Charter Academy Alisha Findlay – SOA, Clay Charter Academy – Parent Facilitator Felicia Walters – Admin, Clay Charter Academy Jami Shetter – Principal, Henderson Hammock Charter School Sara Capwell – Principal, Waterset Charter School Kasia Rutledge – SEA, Waterset Charter School – Parent Facilitator Levi Williams – Board Attorney Myrna Laine-Hyppolite – VP. FP&A, CSUSA David Dubbin – Dir. FP&A, CSUSA Kerrian Robertson – Governing Board Manager, CSUSA Richard Ross – Financial Analyst, CSUSA David McKnight – VP, Enrollment, CSUSA Steve Hernandez – Sr. Financial Analyst, CSUSA

## **CALL TO ORDER**

Pursuant to public notice, the meeting commenced at 2:42 p.m. with a Call to Order by Board Vice-Chair Valora Cole. Roll call was taken and quorum established.

### **I. ADMINISTRATIVE**

#### Approval of June 29, 2017 Meeting Minutes of FCEF-BACF

- The Board reviewed the minutes from June 29, 2017 Board Meeting

**MOTION: Motion was made by Rod Jurado and seconded by Rod Cunningham to approve the Florida Charter Educational Foundation and Bay Area Charter Foundation Meeting Minutes from June 29, 2017. Motion was approved unanimously.**

### **II. OLD BUSINESS**

- There was no old business

### **III. NEW BUSINESS**

#### Approval of the 2017-18 Miami-Dade Teacher/Admin Evaluation System - KGC

- Principal Corinne Baez shared the Miami-Dade teacher/admin evaluation system for Keys Gate Charter with the Board, all questions were answered by Ms. Baez.

**MOTION: Motion was made by Rod Cunningham and seconded by Rod Jurado to approve the 2017-18 Miami-Dade Teacher/Admin Evaluation System for Keys Gate Charter School as presented to the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.**

#### Approval of the 2017-18 Miami-Dade Disclosure of Relatives - KGC

- Principal Corinne Baez shared the 2017-18 Miami-Dade Disclosure of Relative form for Keys Gate Charter with the Board, all questions were answered by Ms. Baez.

**MOTION: Motion was made by Rod Cunningham and seconded by Steve Knobl to approve the 2017-18 Miami-Dade Disclosure of Relatives for Keys Gate Charter School as presented to the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.**

#### Approval of the 2017-18 Parent Facilitators for all FCEF/BACF Schools

- The Board discussed the role of the parent facilitator with all the principals of FCEF/BACF schools.

**MOTION: Motion was made by Rod Cunningham and seconded by Rod Jurado to approve Alisha Findlay, SOA as Parent Facilitator for Clay Charter Academy as discussed at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.**

**MOTION: Motion was made by Rod Cunningham and seconded by Rod Jurado to approve Corinne Baez, Principal as Parent Facilitator for Keys Gate Charter School as discussed at the Florida Charter**

Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.

**MOTION:** Motion was made by Rod Cunningham and seconded by Steve Knobl to approve Jami Shetter, Principal as Parent Facilitator for Henderson Hammock Charter School as discussed at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.

**MOTION:** Motion was made by Rod Cunningham and seconded by Rod Jurado to approve Kristen Taylor, Principal as Parent Facilitator for SouthShore Charter Academy as discussed at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.

**MOTION:** Motion was made by Rod Cunningham and seconded by Rod Jurado to approve Kasia Rutledge, SEA as Parent Facilitator for Waterset Charter School as discussed at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.

**MOTION:** Motion was made by Rod Cunningham and seconded by Rod Jurado to approve Terry Johnson, Principal as Parent Facilitator for Winthrop Charter School as discussed at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.

**MOTION:** Motion was made by Rod Cunningham and seconded by Rod Jurado to approve Lane Morris, Principal as Parent Facilitator for Woodmont Charter School as discussed at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.

Approval of the 2017-18 Student/Parent Handbook for all FCEF/BACF Schools

- The Board reviewed and discussed the 2017-18 Student/Parent Handbook for all FCEF/BACF schools, and was told that the template presented is a standardize statewide template which will be updated with the specific information of each FCEF/BACF school.

**MOTION:** Motion was made by Rod Cunningham and seconded by Rod Jurado to approve the 2017-18 Student/Parent Handbook for all FCEF/BACF schools as present to the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Motion was approved unanimously.

Approval of the First Amendment to the Lease Agreement between Waterset and RAD

**MOTION:** Motion was made by Rod Cunningham and seconded by Rod Jurado to approve the First Amendment to the lease agreement between Waterset and Red Apple Development as presented to the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board. Motion was approved unanimously.

**IV. FINANCIALS**

End of Year 2016-17 Financials for all FCEF/BACF Schools

- The Board reviewed the end of year 2016-17 financials for all FCEF/BACF schools and had no questions.

**MOTION:** Motion was made by Rod Jurado and seconded by Steve Knobl to accept the end of year 2016-17 financials for all FCEF and BACF affiliated schools as presented to Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Motion was approved unanimously.

**V. CSUSA REPORTS**

Year in Review

- Regional Education Director Michelle Thompson and principals shared the end of year review for all FCEF/BACF schools. The report was inclusive of the school progress reports for the schools, which highlighted the schools' letter grade and staff/parent surveys. All questions were answered by Ms. Thompson and the principals.

Enrollment Updates

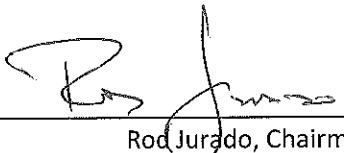
- The principals shared the most recent enrollment updates for all the FCEF/BACF schools, and all questions were answered.

**VI. PUBLIC COMMENTS**

- There were no public comments

**VII. ADJOURNMENT**

**MOTION:** Motion was made by Rod Jurado and seconded by Rod Cunningham to adjourn the board meeting of the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. at 3:23 p.m. Motion was approved unanimously.

  
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Rod Jurado, Chairman

Date: 8/29/17