

- The Board discussed Richard Louis' resignation from the boards.
- The board member resignation was part of the agenda and made was a part of these minutes.

MOTION: Motion was made by Steve Knobl and seconded by Valora Cole to approve the resignation of Richard Louis from the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Motion was approved unanimously.

Approval of May 24 Board Meeting Minutes

- The Board reviewed the board meeting minutes from May 24, 2018.
- The board meeting minutes was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Steve Knobl and seconded by Valora Cole to approve the Florida Charter Educational Foundation and Bay Area Charter Foundation Board Meeting Minutes from May 24, 2018. Motion was approved unanimously.

II. OLD BUSINESS

Resolution Confirming Management Agreement Dated 11/1/2011

- Kerrian Robertson presented the management agreement between CSUSA at Hillsborough West, LLC. and BACF dated 11/1/2011 and asked the Board to pass a resolution confirming the agreement remains effective as it pertains to the bond financing.
- The resolution confirming management agreement dated 11/1/2011 was part of the agenda and made was a part of these minutes.

MOTION: Motion was made by Valora Cole and seconded by Steve Knobl to approve the resolution confirming the management agreement between CSUSA at Hillsborough West, LLC and BACF which remains effective as 11/1/2011 as discussed at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board Meeting. Motion was approved unanimously.

III. NEW BUSINESS

Parent Facilitator Nominee – FCEF/BACF Schools

- The Board reviewed and discussed the slate of parent facilitator nominee for the FCEF/BACF schools:
 - Athena Matherly – Union Park Academy
 - Sara Capwell – Waterset Charter School
 - Terry Johnson – Winthrop Charter School
 - Lane Morris – Woodmont Charter School
 - Kristen Storm – SouthShore Charter School
 - Jami Shetter – Henderson Hammock Charter School
 - Alisha Findlay – Clay Charter Academy
 - Corinne Baez – Keys Gate Charter School
- The parent facilitator nominee for the FCEF/BACF schools was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Steve Knobl and seconded by Valora Cole to approve slate of parent facilitator nominee for the FCEF/BACF schools as presented at the Florida Charter Educational

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

ESOL/Out of Field Waivers

- Principal Talya Taylor presented the ESOL/Out of Field Waivers for Clay Charter Academy, and all questions were answered by Ms. Taylor.
- The ESOL/Out of Field Waivers were part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Steve Knobl and seconded by Valora Cole to approve the ESOL/Out of Field Waivers for Clay Charter Academy as presented at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board Meeting. (See Attachment). Motion was approved unanimously.

Approval of the Mental Health Policy

- Kerrian Robertson presented the mental health policy for the FCEF/BACF schools. The Board was also told that according to Senate Bill (SB) 7026, the Board has to adopt a mental health policy for the schools to be eligible for state funding.
- Board Members were also informed that parents have the right to opt out of the plan.
- The mental health policy was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Valora Cole and seconded by Ramdas Chandra to approve the mental health policy for the FCEF/BACF schools as presented at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board Meeting. Motion was approved unanimously.

School Safety Update

- Attorney Pozzuoli shared the updated school safety plan with the Board. Mr. Pozzuoli explained that the mental health plan is part of the requirement for school safety, and that a threat assessment for all CSUSA schools were completed. He further explained that school hardening was in place for many of the schools:
 - All exterior doors have locks and are equip with alarms
 - All classrooms have locks
 - School safety specialist and mental health counselor letter sent to parents
 - SRO/SSO/Guardian Program-to have at least one person in each school (guardian program is only in Pasco)
 - Working with district, local police, and sheriff to aid in this process
 - Private security will be used for schools without SRO or SSO
 - Metal detector wand have been purchased for schools
 - Badges for all students and staff
 - Lifesaving kit different from First-Aid Kit bought for each school
 - Tap App is being considered for teachers to use in the event of an emergency
 - The schools' budgets will be impacted by these services
- The school safety update was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Randy Walker and seconded by Valora Cole to approve the coverage of a SRO or SSO or Guardian for the FCEF and BACF affiliated schools at or about the time of opening

the schools for the 2018-19 school year as discussed at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board Meeting. Motion was approved unanimously.

Approval of Parent/Student Handbook

- The Board reviewed and discussed the changes to the parent/student handbook, and noted the change concerning uniform. Students are no longer required to wear the CSUSA logo bottoms, but the logo shirts are still a requirement.
- The parent/student handbook was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Steve Knobl and seconded by Randy Walker to approve the parent/student handbook, inclusive of the attire policy as presented at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board Meeting. Motion was approved unanimously.

Teacher/Admin Evaluation (Miami-Dade)

- The Board reviewed and discussed the teacher and administrator evaluation system offered by CSUSA.
- The teacher/admin evaluation was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Steve Knobl and seconded by Valora Cole to approve the teacher and administrator evaluation system offered by CSUSA for all the FCEF and BACF affiliated school as presented at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board Meeting. Motion was approved unanimously.

Disclosure of Relatives (Miami-Dade)

- Principal Corinne Baez presented the disclosure of relatives' form for consideration by the Board.
- The disclosure of relatives was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Valora Cole and seconded by Randy Walker to approve the disclosure of relatives as presented at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board Meeting. Motion was approved unanimously.

IV. ANNUAL MEETING

Election of Officers:

MOTION: Motion was made by Steve Knobl and seconded by Valora Cole to approve Rod Jurado as Chair of the FCEF/BACF boards for a term of one year as discussed at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board Meeting. Motion was approved unanimously.

MOTION: Motion was made by Steve Knobl and seconded by Randy Walker to approve Valora Cole as Vice-Chair of the FCEF/BACF boards for a term of one year as discussed at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board Meeting. Motion was approved unanimously.

MOTION: Motion was made by Steve Knobl and seconded by Valora Cole to approve Randy Walker as Treasurer of the FCEF/BACF boards for a term of one year as discussed at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board Meeting. Motion was approved unanimously.

- Attorney Williams suggested the Board add a Board Secretary to sign in the absence of the Board Chair, and because the Board Bylaws doesn't have mention of this authority.
- Chairman Jurado asked how a Board Secretary would differ from what Kerrian Robertson does.
- Ms. Robertson explained that she is not the Board Secretary, and that she is employed by CSUSA as a Governing Board Manager, and as such cannot act on behalf of the Board.

MOTION: Motion was made by Steve Knobl and seconded by Randy Walker to approve Ramdas Chandra as Secretary of the FCEF/BACF boards for a term of one year as discussed at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board Meeting. Motion was approved unanimously.

- Steve Knobl was due for board member term renewal.

MOTION: Motion was made by Valora Cole to nominate Steve Knobl for a one-year board member term for the FCEF/BACF boards and seconded by Randy Walker as discussed at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board Meeting. Motion was approved unanimously.

- Rod Cunningham was due for board member term renewal.
- The election of officers was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Steve Knobl to nominate Rod Cunningham for a one-year board member term for the FCEF/BACF boards and seconded by Randy Walker as discussed at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board Meeting. Motion was approved unanimously.

- Chairman Jurado introduced Eric Johnson, a potential board member for FCEF/BACF.
- Mr. Johnson shared that he is a current employee of Hillsborough Community College and has been for four years working as their Community and Government Relations Director. He also served as Commissioner's Aide for the Hillsborough County Board of County Commissioners.

Conflict of Interest Policy and Certification

- The Board reviewed and discussed the Conflict of Interest Policy for the FCEF/BACF boards. All board members updated their Conflict of Interest Forms.
- The conflict of interest policy and certification were part of the agenda and were made a part of these minutes.

Approval of 2018-19 Board Meeting Calendar

- The Board reviewed and discussed their 2018-19 board meeting calendar.
- The Board agreed to change their meeting date from the 4th Thursday of the month to the 2nd Thursday.

- The 2018-19 board meeting calendar was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Steve Knobl and seconded by Valora Cole to approve the 2018-19 board meeting calendar as presented at the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board Meeting. Motion was approved unanimously.

- Attorney Williams asked the Board to consider a meeting date in July to convene their special meeting to discuss the bonds for Creekside and Union Park.
- The Board agreed to convene their Special Meeting for July 20th at 1p at Woodmont Charter School.

V. CSUSA REPORTS

School Report – FCEF/BACF Schools

- Michelle Thompson shared the parent/staff survey results for all the FCEF and BACF schools. Ms. Thompson explained the opportunities for growth, and the top results for both the staff and parent surveys. Ms. Thompson also shared each school's final grade for the 2017-18 school year.
- The school report which was inclusive of the staff/parent survey results, enrollment, and updated dashboard reports were part of the agenda and were made a part of these minutes.

VI. FINANCE

Related Party Survey from Auditor

- Kerrian Robertson reminded the Board that the auditor of record would be sending each board member a related party survey which needs be completed and send back to the auditor.
- The related party survey from auditor was part of the agenda and was made a part of these minutes.

VII. PUBLIC COMMENTS

- There were no public comments

VIII. ADJOURNMENT

Chairman Rod Jurado adjourned the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board Meeting at 2:27 p.m. Motion was approved unanimously.



Rod Jurado, Chairman

Date: 7/20/18



June 4, 2018

Dear Parent(s)/Guardian(s):

All of our professional educators are responsible for upgrading their skills and increasing their level of expertise through continuing course work and/or training sessions. At Clay Charter Academy, some of our teachers are participating in continuing education in order to expand their certification to include their current teaching assignment.

These teachers are:

<u>Name</u>	<u>Current Area of Certification</u>	<u>Out-of-Field Subject Area</u>
Robin Neltnor	Elementary Education K-6	ESOL
Sherri Glynn	Elementary Education K-6	ESOL
Carolyn Smith	Primary Education 1 st -3 rd	ESOL
Cherish Orr	Elementary Education K-6	ESOL
Emily Barnes	Elementary Education K-6	ESOL
Lindsay Perry	Elementary Education K-6	ESOL
Sabrina Exum	Elementary Education K-6	ESOL
Jessica Mosley	English 5-9	ESOL
Nichole Courey	Science 5-9	ESOL/Social Studies Elem
Jessica Scott	English 5-9	ESOL/Reading
Katelynn O'lessker	Social Sciences 6-12	ESOL
Angelina Wilson	Elementary Education K-6	ESOL/Science
Andrea Jackson	English 6-12	Reading
ClairMarie Gonzalez	Math 6-12	Reading

During the course of the year, the teacher(s) will work to complete requirements for certification compliance.

If you have any questions or concerns, please feel free to contact me.

Sincerely,

Talya M. Taylor
Principal

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