

## MEETING MINUTES

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

**Board Meeting:** September 5, 2019  
**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  
Creekside Charter Academy  
Union Park Charter Academy

*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.*

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
September 05, 2019	4:02 pm	5:10 pm	October 10, 2019	1:00 pm	R.Weaver
<b>Meeting Location:</b>					
<b>On-Site Location:</b> Union Park Charter Academy, 32775 Oldwoods Avenue, Wesley Chapel, FL 33543					

<b>Attended by:</b>	
<b>Board Members:</b> Randy Walker – Treasurer Eric Johnson – Director Ramdas Chandra – Secretary Valora Cole – Vice Chair Rod Cunningham – Director  <b>Absent:</b> Steve Knobl – Director	<b>Other Attendees:</b> Principals of Above-Mentioned Schools Parent Facilitator at Above-Mentioned Schools Levi Williams – Board Attorney Dr. David Christensen, Chief of Schools Dr. Corbet Wilson, Sr. Director of Curriculum Lane Morris, Area Director Lisanne Morton, Finance Manager, CSUSA Rita Weaver – Governing Board Senior Manager, CSUSA

### **CALL TO ORDER**

Pursuant to public notice, the meeting commenced at 4:02p.m. with a Call to Order by Vice-Chairman, Valora Cole. Roll call was taken, and quorum established. Mrs. Cole asked for a moment of silence to recognize Rod Jurado, Chair of the FCEF/BACF Foundation, who passed away suddenly in June 2019.

#### **I. ADMINISTRATIVE** Board Chair Nominations

- With Mr. Jurado's passing, the board now has a vacancy for board chair. Mrs. Cole called for nominations for Board Chairman. Eric Johnson, Director nominated Mrs. Valora Cole for chair and the nomination was seconded by Rod Cunningham, Director. Randy Walker, Treasurer nominated Dr. Chandra, Secretary. There was no second. Eric Johnson closed the nominations for Chair.

**MOTION: Motion was made by Eric Johnson, Director, and seconded by Rod Cunningham, Director, to appoint Valora Cole, as the Chair of the Florida Charter Education Foundation and Bay Area Charter Foundation. Motion passed unanimously. (5-0, 1 absent)**

Vice Chair Nominations

- Mrs. Cole passed the gavel to Eric Johnson, Director. Mr. Johnson called for nominations of Vice-Chair. Mr. Cunningham nominated Eric Johnson as Vice Chair. Mrs. Cole seconded the nomination. Mr. Johnson closed the nominations.

**MOTION: Motion was made by Rod Cunningham, and seconded by Valora Cole to nominate Eric Johnson as the Vice-Chair of the Florida Charter Education Foundation and Bay Area Charter Foundation. Motion passed unanimously.**

Approval Board Meeting Minutes

- The Board reviewed the meeting minutes from June 13, 2019.

**MOTION: Motion was made by Eric Johnson and seconded by Rod Cunningham to approve the Florida Charter Educational Foundation and Bay Area Charter Foundation Meeting Minutes from June 13, 2019. Motion was approved unanimously.**

**II. CSUSA REPORTS**

State Accountability Report

- Dr. David Christensen, Chief of Schools for CSUSA, reviewed the CSUSA network of schools' grades and reported that CSUSA is an A district. Dr. Corbet Wilson, reviewed the ESSA Federal Grades for the CSUSA schools. Lane Morris, Area Director, reviewed the board's grades and advised that the board is an A district of schools as well. Areas of improvement were discussed as well as Mr. Morris congratulating Mr. Terry Johnson, Principal at Winthrop, for having A's and B's across all subgroups.

**III. FINANCE**

- Lisanne Morton reviewed the FY2019 with the board and Mr. Walker advised that he had a detailed review of the financials with Ms. Morton the week prior. All questions were answered by Ms. Morton.

**MOTION: A motion was made by Dr. Chandras, Secretary, and seconded by Randy Walker, Treasurer to approve the FY2019 Financials, as presented. Motion passed unanimously.**

**IV. OLD BUSINESS**

Mental Health Plan



- Rita Weaver presented the final copy of the Mental Health Plan, as approved and directed by the board in the June meeting. The board reviewed the plan and all questions were answered by Mrs. Weaver.

**MOTION: A motion was made by Eric Johnson and seconded by Dr. Chandras to affirm and ratify the Mental Health Assistance Plan, as presented. Motion passed unanimously.**

Master Security Plan

- The board reviewed the final version of the Master Security plan. Rita Weaver reviewed, as approved and directed by the June meeting the final filed version of the plan and each school having their own specific plan in place. All questions were answered by Mrs. Weaver and Mr. Morris.

**MOTION: A motion was made by Eric Johnson, and seconded by Dr. Chandras to affirm and ratify the Master Security Plan, as presented. Motion passed unanimously.**

**V. NEW BUSINESS**

Title 1 Keys Gate Charter School

- The board reviewed the Title 1 Budget for Keys Gate Charter School and Mrs. Corrine Baez, Principal, reported that the school is now eligible.

**MOTION: A motion was made by Rod Cunningham, and seconded by Eric Johnson, to approve the Title 1 Keys Gate Charter School budget and plan, as presented. Motion passed unanimously.**

Teacher Evaluation System

- Rita Weaver reviewed the CSUSA Teacher Evaluation System with the board and that Miami Dade Public School District also has a specific form to use if the school opts to use a different Evaluation System than the District. The board reviewed and all questions were answered.

**MOTION: Motion was made by Eric Johnson and seconded by Dr. Chandra to approve the CSUSA Teacher Evaluation System and the Miami Dade Public School District Evaluation Form, as presented. Motion passed unanimously.**

Clay Charter High Performing Renewal

- The board reviewed the letter from the FL DOE that advised that Clay Charter Academy has achieved High Performing Status. Per {insert Statute here}, the board can request a 15-year renewal as long as the school maintains high performing status. The board discussed this request.

**MOTION:** Motion was made by Eric Johnson and seconded by Dr. Chandras to approve a request to the FL DOE to extend the Clay Charter Academy term 15 years in the upcoming charter renewal. Motion passed unanimously.

Innovation Charter Management Agreement

- The board reviewed the executed and authorized charter agreement for Innovation Charter Academy as well as the Management Agreement between CSUSA and FCEF for Innovation Charter Academy. Board Attorney, Levi Williams, advised the board that the management is similar in terms to the other management agreements that FCEF has with CSUSA.

**MOTION:** A motion was made by Eric Johnson and seconded by Dr. Chandra to approve and accept the Management Agreement, as presented. Motion passed unanimously.

Pupil Progression Plan

- The board reviewed the Pupil Progression Plan and discussed the options of using the district plan or the CSUSA Pupil Progression Plan. All questions were answered by Mr. Morris.

**MOTION:** A motion was made by Dr. Chandra and seconded by Eric Johnson to accept and approve the Pupil Progression Plan. Motion passed unanimously.

Principal Appointments

- The board reviewed the Principal Appointments presented by CSUSA.

**MOTION:** A motion was made by Eric Johnson and seconded by Dr. Chandra to affirm and accept the Principal Appointments, as presented. Motion passed unanimously.

Parent Facilitator Appointments

- The board reviewed Parent Facilitator Appointments.

**MOTION:** A motion was made by Dr. Chandra and seconded by Rod Cunningham to approve the Parent Facilitator Appointments, as presented. Motion passed unanimously.

Out of Field and ESOL Waivers Update

- The board reviewed the Out of Field and ESOL Waivers update for the FY20 school year by school. The board wanted to know the percentage of teachers at each school that needs a waiver and Mr. Morris explained that the waivers are mostly ESOL waivers.

**MOTION:** A motion was made by Rod Cunningham and seconded by Randy Walker to approve the Out of Field and ESOL Waivers, as presented. Motion passed unanimously.

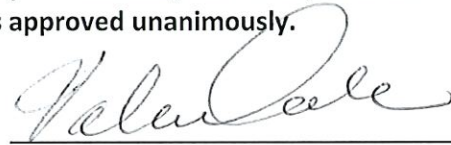
**VI. PUBLIC COMMENTS**

- Rod Cunningham requested a communication protocol update. Lane Morris and Rita Weaver advised the board what the communication protocol was and that Mrs. Weaver emailed the list out to the board. Eric Johnson commended the schools on their grade accomplishments.
- The board discussed the October meeting date and made an adjustment to the calendar for the next meeting.

**MOTION:** Motion was made by Eric Johnson and seconded by Dr. Chandras to amend the meeting calendar and move the Oct. 3<sup>rd</sup> meeting to Oct. 10<sup>th</sup> at 1pm to be held at Creekside Charter Academy. Motion was approved unanimously.

**VII. ADJOURMENT**

**MOTION:** Motion was made by Eric Johnson and seconded by Rod Cunningham to adjourn the FCEF/BACF September 05, 2019 board meeting. Motion was approved unanimously.



Valora Cole, Chair of the Board

Date: 10/10/2019