

# MEETING MINUTES

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

**Board Meeting:** October 8, 2020  
**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  
 Innovation Preparatory Academy  
 Winthrop College Prep Academy  
 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:
October 8, 2020	1:02pm	2:41pm	November 11, 2020	1pm	R.Weaver
<b>Meeting Location:</b>					
<b>On-Site Location:</b> Virtual Meeting pursuant to Governor DeSantis Executive Order 20-69 dated March 20, 2020					

<b>Attended by:</b>	
<b>Board Members:</b> Valora Cole –Chair Eric Johnson – Vice Chair Randy Walker – Treasurer Dr. Steve Knobl – Director Rod Cunningham – Director  <b>Absent:</b> Dr. Ramdas Chandra – Secretary	<b>Other Attendees:</b> Principals and Parent Facilitators of Above-Mentioned Schools Levi Williams – Board Attorney Lane Morris, Area Director Rachel Windler-Freitag, Area Director Dr.Eddie Ruiz, State Director Nate Mariano, State Deputy Director Rita Weaver – Governing Board Senior Manager, CSUSA Lisanne Morton, Finance Manager Michael Braun, Hamlin Partners

## **CALL TO ORDER**

Pursuant to public notice, the meeting commenced at 1:02 a.m. with a Call to Order by Chair, Valora Cole. Roll call was taken, and quorum established.

### **I. ADMINISTRATIVE**

#### Approval Board Meeting Minutes

- The Board reviewed the meeting minutes from the September 10, 2020 FCEF/BACF Board Meeting Minutes.

**MOTION: A motion was made by Eric Johnson and seconded by Randy walker to approve the Florida Charter Educational Foundation and Bay Area Charter Foundation Meeting Minutes from September 10, 2020, as presented. Motion was approved unanimously. (5-0, 1 absent).**

## II. CSUSA REPORTS

### 2020-21 School Reopening

- Dr. David Christiansen updated the Board on re-opening and that there will be some second quarter shifts as we have the possibility of achieving 100% As and Bs at all CSUSA managed schools and all the FCEF/BACF schools.
- Dr. Eddie Ruiz updated the board on salary allocation plan being filed with the DOE and we are awaiting feedback, protocols for COVID, and that all OWLS have been delivered to all the schools. We are now fully open with all three models at all the schools.
- The board will review and receive the NWEA/iReady Winter to Fall Assessment comparisons at the November board meeting.

### Marketing

- Samantha Marting, North Florida Marketing Manager, presented to the board the 2020-21 Marketing Plan and the customized work Ms. Martin has done with each school. The Board also discussed the data metrics and analysis that CSUSA is tracking and the formula that can capture what metrics we need to analysis in order to increase enrollment. The data analysis of this will be presented at the next board meeting.
- Mr. Bradley Warren, Principal at Waterset Charter School reported out on Wellington's marketing plan and the customization that the plan has including working with community leaders and local parent groups to showcase what the school can offer as well as social media metrics that will ultimately help improve enrollment at the school.
- The board discussed the FTE funding hold harmless that the FLDOE has advised would be used to fund the October enrollment count. The board will review and receive the October FTE count at the November board meeting.

## III. FINANCIALS

### BACF 2020 Refund Bond Series Overview & Board Resolution Approval

- Michael Braun reviewed the presentation that outlined the Bond Purchase agreement and Preliminary Limited Offering Memorandum which included an overview of the transaction and estimated Bond Amounts for Series 2020A, 2020B, and 2020C. Board Attorney Levi Williams reviewed the Board Resolution for this 2020 Bond Series transaction and authorizing the Chair and her designee to enter into all necessary documents to close this transactions. All questions were answered by Mr. Braun and Mr. Williams.

**MOTION: Motion was made by Eric Johnson and seconded by Dr. Steve Knobl to approve the Board Resolution for the 2020 Bond Series Transaction, as presented. Motion was approved unanimously. (5 in favor: V. Cole, E. Johnson, R. Walker, S. Knobl, R. Walker; 1 Absent: R. Chandra)**

FY20 Audited Financial Review

- Cindy Calvert, Keefe McCullough Audit Partner, reviewed the audited results for FY20. The Audit firm issued an unmodified opinion of the FY20 Financial Results for the FCEF/BACF schools. The Board reviewed the results, as presented, and Ms. Calvert advised that there were no matters considered a material weakness, no incorrect statements and no schools in the FCEF/BACCF portfolio are in a financial emergency. The firm is now continuing work on Bond Audits, the Form 990, and the Consolidated Audit for FCEF/BACF.

**MOTION: A motion was made by Dr. Steve Knobl and seconded by Eric Johnson to approve the FY20 Audited Financial Review of the portfolio of schools of Florida Charter Education Foundation, Inc. and Bay Area Charter Foundation, LLC., as presented. Motion was approved unanimously.**

**IV. OLD BUSINESS**

Keys Gate Charter School Title I Budget Allocation Revised

- The board reviewed the Keys Gate Charter School Title I Budget Allocation revision.

**MOTION: A motion was made by Dr. Steve Knoble and seconded by Randy Walker to approve the Keys Gate Charter School Title I Budget Allocation revision, as presented. Motion passed unanimously.**

Active Assailant Policy Assurances

- The Board reviewed the forms for Innovation Preparatory Academy and Union Park Charter Academy for the Assailant and Security Assurances previously approved by the Board. The board noted that Pasco has requested these specific forms are approved for submission.

**MOTION: A motion was made by Eric Johnson and seconded by Dr Steve Knobl to accept and approve the Active Assailant Policy and Assurances Form, as presented. Motion passed unanimously.**

Strategic Session Action Items

- The Board discussed the following action items from the strategic planning session:
  - Assist with enrollment at schools
  - Focus on communications which is critical for growth. Dr. Ruiz will bring to the board the finalized Florida Growth Plan for CSUSA and discuss with the board areas that the board is interested in expanding into
  - Support for Board Governance from management organization. Dr. Ruiz said that there will be some shifts moving forward that he will bring to the board.

**V. NEW BUSINESS**

Out of Field and ESOL Waivers

- The board reviewed the Out of Field and ESOL Waivers presented.

**MOTION:** A motion was made by Eric Johnson and seconded by Rod Cunningham to approve the Out of Field and ESOL Waivers for the FCEF BACF cohort of schools, as presented. Motion passed unanimously.

Keys Gate Charter School Performance Goals

- The Board reviewed the Keys Gate Charter School Performance Goals and noted that this is a requirement of the new standard contract enacted by the Legislature last year and Keys Gate Charter School, while not currently contracted with the new standard contracted, did submit the goals last year and therefore will submit this year. As each of the schools move into the new standard contract this will be something that will be a requirement.

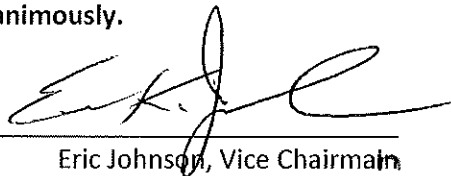
**MOTION:** A motion was made by Eric Johnson and seconded by Rod Cunningham to accept the Keys Gate Charter School Performance Goals, as presented. Motion passed unanimously.

**VI. PUBLIC COMMENTS**

- There were no public comments.

**VII. ADJOURMENT**

**MOTION:** Motion was made by Eric Johnson and seconded by Dr. Steve Knobl to adjourn the FCEF/BACF October 8, 2020 board meeting. Motion was approved unanimously.



Eric Johnson, Vice Chairman

Date: 12/3/2020