

# MEETING MINUTES

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

Board Meeting: April 8, 2021  
 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:
April 8, 2021	1:02pm	2:10pm	June 10, 2021	1pm	R.Weaver
<b>Meeting Location:</b>					
<b>On-Site Location:</b> Schools listed above					

<b>Attended by:</b>	
<b>Board Members:</b> Valora Cole –Chair Eric Johnson – Director Randy Walker – Treasurer Dr. Steve Knobl – Secretary (joined at 1:15pm) Dr. Ramdas Chandra – Vice Chair  <b>Absent:</b> none	<b>Other Attendees:</b> Principals and Parent Facilitators of Above-Mentioned Schools Levi Williams – Board Attorney Dr.Eddie Ruiz, State Director Rita Weaver – Governing Board Director, CSUSA Stephanie Smith, Sr. Financial Analyst, CSUSA Penny Walcott, Finance Director Bill Benson, Keefe McCullough Myrna Laine-Hyppolite, VP of FP&A Mike Santoro, Regional Facility Manager

## 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. Mrs. Cole thanked Principal Morales at Union Park Charter Academy for hosting and thanked the Parents in attendance for their support of the school today and at the Pasco County School Board Meeting on April 6, 2021.

### I. ADMINISTRATIVE

Approval Board Meeting Minutes

- The Board reviewed the meeting minutes from the March 11, 2021 FCEF/BACF Board Meeting Minutes.

**MOTION: A motion was made by Eric Johnson and seconded by Dr. Ramdas Chandra to approve the Florida Charter Educational Foundation and Bay Area Charter Foundation Meeting Minutes from March 11, 2021, as presented. Motion was approved unanimously. (4-0, 1 absent).**

## **II. CSUSA REPORTS**

### Facility Updates

- The Board reviewed the Facilities Updates by school for their portfolio of schools.
- Facility Regional Manager, Mike Santoro

## **III. FINANCIALS**

### FY21 Audit Engagement Letter

- The Board reviewed the FY21 Engagement Letter with Keefe McCullough.
- Bill Benson, Sr. Audit Partner with Keefe McCullough, reviewed the call he had with Pasco County Charter Office finance team and that he outlined the Bond on the school and the analysis with the team and how the school is not in financial emergency. Mr. Benson also advised the board that he worked for the Board and not CSUSA, and if there was a financial issue, he would bring it to the board as his responsibility is to the Board. The Board discussed this with Mr. Benson.

**MOTION: Motion was made by Eric Johnson and seconded by Randy Walker to approve the FY21 Audit Engagement Letter between Keefe McCullough and the Florida Charter Education Foundation, Inc., as presented. Motion was approved unanimously. (5-0)**

### Union Park Charter Academy FY21 Budget Amendment

- Chair Cole reported out to the Board that this agenda item is being submitted to the board for consideration in this format. The Board discussed that they review their financials with forecasts and mitigate as they review actuals in order to provide appropriate oversight. The Board also noted that the Treasurer reviews the financials on a detail line by line basis with CSUSA finance team and that the Board takes its responsibilities and operate with complete transparency and reviews financials in the appropriately noticed public meetings.
- Myrna Laine Hyppolite reviewed the process outlined by the Chair and updated the Board on the meeting with the Finance Team at CSUSA and the Pasco Finance Team.
- Stephanie Smith presented the FY21 Union Park Charter Academy Budget Amendment, which included budget variances, revenues by district, and enrollment impact. All questions were answered by Ms. Smith. Randy Walker discussed his review with the Board.

**MOTION: Motion was made by Eric Johnson and seconded by Randy Walker to approve the FY21 Budget Amendment for Union Park Charter Academy as presented. Motion was approved unanimously.**

#### **IV. OLD BUSINESS**

##### CARES Grant II

- The Board reviewed the budgets for the CARES Grant II ESSER Grant for Innovation Preparatory Academy and Union Park Charter Academy that was submitted to Pasco County. The board noted that Pasco county allowed a three-day turnaround for the budget allocations to be submitted and the board commended its Principals for their diligence in meeting the deliverable date.

##### Charter Renewals Update

- Chair Cole reviewed with the Board the action taken by Pasco County School Board ("PCSB") on April 6, 2021 renewing A-rated Union Park Charter Academy ("UPCA") for one year. Mr. Eric Johnson wanted to state that it is ridiculous that the PCSB only renewed for one year as UPCA is not in a financial emergency nor does it meet any of the statutory requirements for less than a 5-year renewal.
- Dr. Steve Knobl, a Pasco resident and former Principal for Pasco County, also was disappointed that the PCSB renewed an A rated school for less than the standard 5 years and wanted to work with PCSB in order to help them understand the model that the Board has and that the school is in partnership with CSUSA to ensure financial viability.
- Mr. Bill Benson advised the board that his firm is an unbiased neutral party auditor, as is required by statute, and that there were no findings and that UPCA is in good financial health.
- The Board discussed that in the first year of a charter is not uncommon to overspend and that the second year of the charter was the COVID pandemic.
- The Board thanked the parents in the room for attending the School Board meeting and for supporting the school and expressed a desire to collaborate with PCSB in order to continue to focus on kids and giving them a high-quality education.

**MOTION: A motion was made by Eric Johnson and seconded by Dr. Steve Knobl to authorize Tripp Scott to work in conjunction with Board Counsel to seek statutory DOE mediation and/or pursue all other appropriate administrative and legal actions to respond to the action taken at the Pasco County School Board April 6, 2021 meeting, as presented. Motion passed unanimously.**

#### **V. NEW BUSINESS**

##### Enrollment Policy

- Rita Weaver reviewed the Enrollment Policy for the board and advised that it meets the statutory requirements.

**MOTION:** Motion was made by Eric Johnson and seconded by Dr. Steve Knobl to approve the Enrollment Policy for Florida Charter Education Foundation, Inc. and Bay Area Charter Foundation, as presented. Motion was approved unanimously.

SY2021-2022

- Rita Weaver reviewed the SY2021-2022 school calendars for the schools and noted the following differences:
  - For KGCS: Early release is the first Wednesday of the month, no school 11/22, 11/23, 11/24 (Thanksgiving week), no Teacher Professional Development on 9/7 and 9/16 to make up for Thanksgiving week, TPD on 10/29
  - Hillsborough schools: February 18, March 7<sup>th</sup>, and March 21<sup>st</sup> are full days
  - Clay and Pasco Schools follow the district.

**MOTION:** Motion was made by Eric Johnson and seconded by Randy Walker to approve the SY2021-2022 school calendars for the Florida Charter Education Foundation, Inc. and Bay Area Charter Foundation portfolio of schools, as presented. Motion was approved unanimously.

Security Coverage

- The Board discussed the current security coverage and proposed changes for the SY2021-22 school year and complying with MSD Statute. Mrs. Weaver presented the policies will be brought forth at the June meeting.

**MOTION:** Motion was made by Dr. Ramdas Chandra and seconded by Dr. Steve Knobl to approve the security coverages for the Florida Charter Education Foundation, Inc. and Bay Area Charter Foundation portfolio of schools, as presented. Motion was approved unanimously.

**VI. PUBLIC COMMENTS**

- Union Park Charter Academy parents attended the meeting.

**VII. ADJOURMENT**

**MOTION:** Motion was made by Eric Johnson and seconded by Dr. Ramdas Chandra to adjourn the FCEF/BACF April 8, 2021 board meeting. Motion was approved unanimously.

  
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Valora Cole, Chair

Date: 6-11-21