

# MEETING MINUTES

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

Board Meeting: **April 7, 2022**

School(s)-Principals:

Clay Charter Academy–Brian Gifford	Union Park Charter Academy – Dayna Morales
Creekside Charter Academy–Lane Morris	Waterset Charter School – Bradley Warren
Henderson Hammock Charter School–Miriam Tirado	Winthrop Charter School – Terry Johnson
Innovation Preparatory Academy – Meagan Smith	Winthrop College Prep Academy – Michael Kotkin
Keys Gate Charter School – Corinne Baez	Woodmont Charter School – Cheryl Cendan
SouthShore Charter Academy – Amy Sams	Union Park Charter Academy – Dayna Morales

*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 7, 2022	1:00 p.m.	2:00 p.m.	June 16, 2022	1:00 pm	M.Llanes/R.Weaver

**Meeting Location:**

**On-Site Location:** At each school listed above

**Attended by:**

**Board Members:**

Valora Cole–Chair  
Dr. Ramdas Chandra–Vice Chair/Secretary  
Eric Johnson–Director  
Dr. Steve Knobl–Director

**Absent:**

Randy Walker–Treasurer

**Other Attendees:**

Principals and Parent Facilitators of Above-Mentioned Schools  
Board Attorney Levy Williams  
Dr. Eddie Ruiz, State Director  
Dr. Sara Capwell, Deputy Director  
Christina Hamlin, Deputy Director  
Rita Weaver – Governing Board Director, CSUSA  
Maggie Llanes, Executive Coordinator for Board Governance

## CALL TO ORDER

- Pursuant to public notice, the meeting commenced at 1:00 p.m. with a Call to Order by Chair, Valora Cole. Roll call was taken, and quorum established.

## I. ADMINISTRATIVE

Approval of the March 10, 2022 Board Meeting Minutes

- The board reviewed the meeting minutes of the March 10, 2022, Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. ("FCEF-BACF") Meeting.

**MOTION:** Motion was made by Eric Johnson and seconded by Dr. Ramdas Chandra to approve the Meeting Minutes from the March 10, 2022, FCEF-BACF Board Meeting, as presented. Motion was approved unanimously. (4-0, 1 absent)

FY23 Board Meeting Dates

- The board reviewed the FY23 FCEF-BACF Board Meeting Dates.

**MOTION:** Motion was made by Eric Johnson and seconded by Dr. Ramdas Chandra to approve the FCEF BACF FY23 Board Meeting Dates listed, as presented. Motion was approved unanimously.

Legislative Recap

- Rita Weaver updated the board on the legislation that will be effective on July 1, 2022 and impact charter school students including the state budget and student FTE allocation, the teacher salary allocation, the auto renewal language and the safety and security changes. The board asked about the Federal Department of Education's Rule making proposals that would have a detrimental impact on charter school students.

**II. CSUSA REPORTS**

State Director Update

- Deputy Director Dr. Sara Capwell updated the board on the Tier 3 schools, which includes Woodmont Charter School.
- Board Chair Cole thanked Dr. Capwell and Mr. Jones for sharing their vision about Woodmont Charter School and its surrounding community.
- Dr. Eddie Ruiz shared with the board that this week is Assistant Principals' Week and congratulated all the exceptional AP's that support all their Principals at all of CSUSA's schools. Dr. Ruiz also updated the board on the Innovative Pilot Program which was not as popular as anticipated. The schools will continue to run the program through next year.

**MOTION: Motion was made by Eric Johnson and seconded by Dr. Steve Knobl to accept the State Director Update, as presented. Motion was approved unanimously.**

**III. FINANCIALS**

FY22 Audit Engagement Letters

- The board reviewed the FY22 Audit Engagement Letters in the board packet.

**MOTION: Motion was made by Dr. Ramdas Chandra and seconded by Eric Johnson to approve the FY22 Audit Engagement Letters by and between FCEF-BACF Board and its portfolio of schools and Keefe McCullough, P.A., as presented. Motion was approved unanimously.**

**IV. OLD BUSINESS**

Charter Renewal – Union Park Charter Academy

- The board discussed the recommendation from Pasco County School Board for a 3 year renewal for Union Park Charter Academy. The board discussed the due date for the contract to be reviewed and submitted and have the Board Chair and Board Attorney sign and submit to the district in order to have this item placed on the May Pasco School Board meeting.

**MOTION: Motion was made by Dr. Ramdas Chandra and seconded by Eric Johnson to approve and authorize Board Chair Valora Cole and Board Attorney Levi Williams to review and submit the Union Park Charter Academy's charter renewal, as presented. Motion was approved unanimously.**

CSP Grants Manual and Revisions – Innovation Preparatory Academy

- The board discussed the CSP Grants Manual and Revision for Innovation Preparatory Academy and it aligns with the Accounting Financial Policy previously approved by the board.



**MOTION:** Motion was made by Dr. Steve Knobl and seconded by Dr. Ramdas Chandra to approve the amended CSP Manual for Innovation Preparatory Academy, as presented. Motion was approved unanimously.

Certificate Extension

- The board reviewed the teacher certification extension.

**MOTION:** Motion was made by Dr. Steve Knobl and seconded by Dr. Ramdas Chandra to approve the Extension of Teacher Certificate, as presented. Motion was approved unanimously.

**V. NEW BUSINESS**

Safety and Security Officer – Union Park Charter Academy

- The board reviewed the offer letter for the Safety and Security Officer at Union Park Charter Academy. The board amended the letter adding in 5 days of PTO, 12 paid holidays, and a term of 3 years.
- Board Member Eric Johnson recognized the importance of reviewing these as soon as possible but expressed dislike to have agenda items amended or changed after briefing has taken place, and requests that from hereon, items are brought to the board ahead of time.

**MOTION:** A motion was made by Eric Johnson and seconded by Dr. Ramdas Chandra to approve the offer letter with amendments for the Safety and Security Officer at Union Park Charter Academy , as presented. Motion was approved unanimously.

Memorandum of Understanding between Pasco Sheriff's Office and The Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC

- The board discussed the Memorandum of Understanding between Pasco Sheriff's Office and The Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC and requested for CSUSA to have access to the security cameras on campus.

**MOTION:** A motion was made by Dr. Ramdas Chandra and seconded by Eric Johnson to approve the Memorandum of Understanding between Pasco Sheriff's Office and The Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC, as presented. Motion was approved unanimously.

Memorandum of Understanding for Reunification Venue

- The board reviewed the Memorandum of Understanding for Reunification Venue. The board will be approving the blank MOU since each school will have different reunification verbiage and approves it for upcoming school year.

**MOTION:** A motion was made by Dr. Steve Knobl and seconded by Dr. Ramdas Chandra to approve the Memorandum of Understanding for Reunification Venue, as presented. Motion was approved unanimously.

A+ Recognition – Creekside Charter Academy

- The board discussed the A+ Recognition Funds not having been announced as of the board meeting date, however, the board would like to approve the vote for Creekside Charter Academy, in the event that the DOE does allocate A+ Recognition Funds.

**MOTION:** A motion was made Dr. Ramdas Chandra and seconded by Dr. Steve Knobl to approve the distribution of A+ Recognition Funds for Creekside Charter Academy, as presented. Motion was approved unanimously.

**VI. PUBLIC COMMENTS**

- Board Chair Valora Cole asked for public comments. There were no public comments.
- Board Member Eric Johnson applauded the team at Innovative Preparatory Academy for hosting the Governor's event and congratulated everyone for making it a successful event.

**VII. ADJOURMENT**

**Motion was made by and seconded by Dr. Ramdas Chandra to adjourn the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. April 7, 2022 Board Meeting at 2:00 p.m. Motion was approved unanimously.**

  
Valora Cole, Chair

Date: 6-16-22