

# MEETING MINUTES

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

Board Meeting: **June 16, 2022**

School(s)-Principals:

Clay Charter Academy–Brian Gifford	Union Park Charter Academy – Kristen Land
Creekside Charter Academy–Lane Morris	Waterset Charter School – Dr. Chad McBane
Henderson Hammock Charter School–Nirvani Ramnath	Winthrop Charter School – Terry Johnson
Innovation Preparatory Academy – Meagan Smith	Winthrop College Prep Academy – Timothy Greenier
Keys Gate Charter School – Corinne Baez	Woodmont Charter School – Marvin Jones
SouthShore Charter Academy – Amy Sams	

*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	1:02pm	2:13pm	August 11, 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

Dr. Steve Knobl–Director

**Absent:**

Randy Walker–Treasurer

Eric Johnson–Director

**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

Lisanne Morton, Finance Director

Rita Weaver – Governing Board Director

Maggie Llanes, Executive Coordinator for Board Governance

## CALL TO ORDER

- Pursuant to public notice, the meeting commenced at 1:02 p.m. with a Call to Order by Chairperson Valora Cole. Chair Cole turned over the gavel to Vice Chair Dr. Ramdas Chandra. Roll call was taken, and quorum established.

## I. PUBLIC COMMENTS

- Vice-Chair Dr. Ramdas Chandra asked for public comments.
  - Parent Raul Silva shared with the board his concern about his daughter being bullied in school and how he was not happy with the way School Administration at Creekside Charter Academy handled the issue.

## II. ADMINISTRATIVE

Approval of the April 7, 2022 Board Meeting Minutes

- The board reviewed the meeting minutes of the April 7, 2022, Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. ("FCEF-BACF") Meeting.

**MOTION: Motion was made by Valora Cole and seconded by Dr. Steve Knobl to approve the April 7, 2022, FCEF-BACF Board Meeting Minutes, as presented. Motion was approved unanimously. (3-0, 2 absent)**

### **III. CSUSA REPORTS**

#### State Director Update

- Dr. Eddie Ruiz updated the board on the summer bridge program being held at some of the schools. Principal Leadership Academy is scheduled for June 21 to June 24 where the emphasis will be on professional development and coaching teams to target continually improving student success at each school. School FSA data is anticipated to be released towards the end of June with FLDOE School Grades being released shortly thereafter. CSUSA will report out once the data has been released.

### **IV. FINANCIALS**

#### Q3 FY22 Financial Review

- The board reviewed the Q3 FY22 Financial Review. Lianne Morton, Sr. Finance Director reviewed the unaudited financials as well as having had a Finance Pre-Call with Treasurer of the Board, Randy Walker and all questions were answered.

**MOTION: Motion was made by Dr. Steve Knobl and seconded by Valora Cole to approve the Q3 FY22 Financial Review for the FCEF-BACF portfolio of schools, as presented. Motion was approved unanimously.**

#### Support Center Cost Reimbursement FY22 Review

- The board reviewed the FY22 Support Center Cost Reimbursement Proposal and reviewed the offset/increase of management fees per school. Dr. Chandra confirmed that the offset would be written off rather than repaid. All questions were answered by Ms. Morton.

**MOTION: Motion was made by Dr. Steve Knobl and seconded by Valora Cole to approve the FY22 Support Center Cost Reimbursement Review for the FCEF-BACF portfolio of schools, as presented. Motion was approved unanimously.**

#### FY23 Budget Review

- The board reviewed the FY23 Budget for the FCEF-BACF portfolio of schools which included enrollment targets for each of the schools as well as anticipated revenue and expenses. Ms. Morton had previously reviewed the FY23 Budget with Treasurer Randy Walker as well.

**MOTION: Motion was made by Valora Cole and seconded by Dr. Steve Knobl to approve the FY23 Budget Review for the FCEF-BACF portfolio of schools, as presented. Motion was approved unanimously.**

#### FY23 Budgeted Support Center Cost Reimbursement Review

- The board reviewed FY23 Support Center Cost Reimbursement budgeted for the FCEF-BACF portfolio of schools.

**MOTION:** Motion was made by Valora Cole and seconded by Dr. Steve Knobl to approve the FY23 Support Center budgeted for the FCEF-BACF portfolio of schools, as presented. Motion was approved unanimously.

**V. OLD BUSINESS**

Teacher Certificate Extensions

- The board reviewed the Teacher Certificate Extensions presented.

**MOTION:** Motion was made by Dr. Steve Knobl and seconded by Valora Cole to approve the Teacher Certificate Extensions, as presented. Motion was approved unanimously.

Business Development

- Winthrop Charter School Expansion
  - The board discussed the Winthrop Charter School Expansion.
- Sarasota High Performing Application
  - The board discussed the denial of the Sarasota High Performing Replication of Clay Charter Academy and their legal options. Board Attorney Levi Williams advised the Board of the timeline to receive the written denial and appeal timeline clock. The board discussed wanting to exercise all legal action available to them.

**MOTION:** Motion was made by Valora Cole and seconded by Dr. Steve Knobl to authorize Board Attorney Levi Williams to work with Board Chair Cole and CSUSA to file the legal appeal and exercise any and all legal remedies available to the FCEF-BACF Board, as discussed. Motion was approved unanimously.

**VI. NEW BUSINESS**

Facility Updates

- The board reviewed the Facility updates presented.

Governing Board Policy – Disqualification List of Certain Individuals

- The board reviewed the Governing Board Policy regarding the Disqualification List of Certain Individuals as it aligns with FL Statute effective July 1, 2022. The board discussed appointing Dr. Eddie Ruiz as the board's designee responsible for providing information and responding to the Department of Education ("DOE") inquiries related to the Disqualification List as well as the appointment of a CSUSA Area Director as the Presiding Officer over any hearings related to the Disqualification List.

**MOTION:** A motion was made by Valora Cole and seconded by Dr. Steve Knobl to approve the Governing Board Policy – Disqualification List of Certain Individuals for FCEF BACF portfolio of schools and, as presented, with appointments of Dr. Eddie Ruiz as the Board's designee responsible for providing information and responding to the DOE inquiries related to the Disqualification List and a CSUSA Area Director as the Presiding Officer over any Hearings related to the Disqualification List. Motion was approved unanimously.



FY23 Mental Health Assistance Plan

- The board discussed the FY23 Mental Health Assistance Plan.

**MOTION: A motion was made by Valora Cole and seconded by Dr. Steve Knobl to opt out of the school district mental health plan and to approve the FY23 Mental Health Assistance Plan for the FCEF-BACF portfolio of schools, as presented. Motion was approved unanimously.**

FY23 CSUSA Compensation Plan

- The board reviewed the FY23 CSUSA Compensation Plan.

**MOTION: A motion was made by Valora Cole and seconded by Dr. Steve Knobl to approve the FY23 CSUSA Compensation Plan for the FCEF-BACF portfolio of schools, as presented. Motion was approved unanimously.**

Principal and Parent Facilitator Appointments

- The board reviewed the Principal and Parent Facilitator list of appointments for the portfolio of the FCEF-BACF schools .

**MOTION: A motion was made Valora Cole and seconded by Dr. Steve Knobl to accept and approve the Principals and appointments of the parents facilitators for the FCEF-BACF portfolio of schools, as presented. Motion was approved unanimously.**

FY23 Safety and Security Policy

- The board reviewed the FY23 Safety and Security Policy.

**MOTION: A motion was made Valora Cole and seconded by Dr. Steve Knobl to approve the FY23 Safety and Security Policy for the FCEF-BACF portfolio of schools, as presented. Motion was approved unanimously.**

FY23 Parent and Student Handbook

- The board reviewed the FY23 Parent and Student Handbook.

**MOTION: A motion was made Dr. Steve Kobl and seconded by Valora Cole to approve the FY23 Parent and Student Handbook with edits for the FCEF-BACF portfolio of schools, as presented. Motion was approved unanimously.**

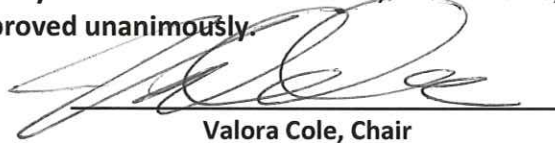
FY23 Wellness Policy

- The board reviewed the FY23 Wellness Policy.

**MOTION: A motion was made Valora Cole and seconded by Dr. Steve Knobl to approve the FY23 Wellness Policy for the FCEF-BACF portfolio of schools, as presented. Motion was approved unanimously.**

VII. ADJOURMENT

**MOTION:** A motion was made by Dr. Steve Knobl and seconded by Valora Cole to adjourn the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. June 16, 2022 Board Meeting at 2:13 p.m. Motion was approved unanimously.



---

Valora Cole, Chair

Date: 08/11/2022