

## MEETING MINUTES

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

Board Meeting: **November 14, 2022**

School Principals: (See List Below)

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
November 14, 2022	1:31pm	2:10pm	December 8, 2022	1:00 pm	M.Llanes/R.Weaver

**Meeting Location: VIA ZOOM**

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

### Attended by:

#### Board Members:

Valora Cole–Chair  
Dr. Ramdas Chandra–Vice Chair/Secretary  
Randy Walker–Treasurer  
Dr. Steve Knobl–Director (joined at 1:24pm)  
Eric Johnson–Director

#### Absent:

#### Other Attendees:

Principals and Parent Facilitators of Above-Mentioned Schools  
Board Attorney Levi Williams  
Dr. Eddie Ruiz, Florida State Director  
Dr. Sara Capwell, Area 3 Deputy Director  
Christina Hamlin, Area 5 Deputy Director  
LaShonda White, Area 1 Deputy Director  
Cindy Calvert, Keefe McCullough, Audit Partner  
Rita Weaver – Governing Board Sr. Director  
Maggie Llanes, Executive Coordinator for Board Governance

## CALL TO ORDER

Pursuant to public notice, the meeting commenced at 1:31 p.m. with a Call to Order by Board Chair Valora Cole. Roll call was taken, and quorum established. The November 14<sup>th</sup> meeting was rescheduled from November 10, 2022 which was moved due to Hurricane Nicole in the area of some of the schools.

### I. PUBLIC COMMENTS

- Board Chair Valora Cole asked for public comments. There were none.

### II. ADMINISTRATIVE

#### Approval of the October 13, 2022, Board Meeting Minutes

- The board reviewed the meeting minutes of the October 13, 2022, Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. ("FCEF-BACF") Meeting.

**MOTION:** Motion was made by Dr. Ramdas Chandra and seconded by Dr. Steve Knobl to approve the October 13, 2022, Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC, Meeting Minutes, as presented. Motion was approved unanimously. (5-0.)

### III. CSUSA REPORTS

#### State Director Update

- Dr. Eddie Ruiz updated the board, some of whom attended, the National Education Institute Conference and thanked all principals for participating in The New American Hero Awards. At the Principal Collaborative Meeting, they chose the Principal and Assistant Principal of the Year for FY22; and the winners were: Regional Winner Area 3 - Lane Morris and Assistant Principal nominee for Area 3 Nirvani Ramnath. Principal Ramnath will be submitted to the State as Leader of the Year for the CSUSA network of schools
- Board Chair Valora Cole shared her appreciation for all the hard work from everyone at this event.

#### Tier 3 Updates

- Dr. Ruiz updated the board on ongoing support being provided at all Tier 3 schools which included testing prep, small group instruction, and visits from the Directors of School Support.

#### Enrollment October FTE

- The board reviewed the official October funding count found in the board meeting packet.

#### Advocacy Report

- Julia Kiewit presented to the board the new advocacy initiative from CSUSA creating a network of ambassadors which would include leadership, teachers, staff, parents, and students.
- The board discussed the initiative and the timeline and were reminded that due to 501c3 restrictions, the board would not be participating in the advocacy initiatives but would continue to provide guidance and oversight for their schools.
- Board Director Eric Johnson shared with the board his sentiments about the program and how it is a starting point on advocacy. Also requested, since not everyone was able to attend the board retreat, to have the presentation from the conference shared with all at some point since it would be very beneficial.
- Board Chair Cole shared how much she enjoyed all sessions at the retreat and how they enlightened board members on what to do to keep progressing on services provided.

**MOTION: Motion was made by Dr. Ramdas Chandra and seconded by Dr. Steve Knobl to accept the State Director's Report, as presented. Motion was approved unanimously. (5-0)**

#### **IV. FINANCIALS**

##### FY22 Audit Results

- Cindy Calvert, audit partner for Keefe McCullough, reviewed the FY22 Audited Results with the board. The audit issued was an unmodified opinion and there were no schools to be found in a financial emergency and all website compliance requirements were met by all of the schools.

**MOTION: Motion was made by Eric Johnson and seconded by Dr. Steve Knobl to approve the FY22 Audit Results for the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC, portfolio of schools, as presented. Motion was approved unanimously. (5-0)**

#### **V. OLD BUSINESS**

##### Charter Renewal Updates

- Ms. Weaver shared with the board that the only school for renewal this calendar year is Creekside Charter School, and Hillsborough School District has sent over the contract with a preliminary recommendation for a 15-year renewal. The charter office at the school district has accepted the edits presented from Levi Williams, Board Attorney, and item is anticipated to be on the December school board meeting agenda.

- Board Chair Cole congratulated Principal Lane Morris on Creekside Charter Academy's results.

#### VI. NEW BUSINESS

##### Title I School Budget

- The board reviewed Title I School Budgets and plan overview for Keys Gate Charter School and Woodmont Charter School.

**MOTION:** Motion was made by Dr. Ramdas Chandra and seconded by Dr. Steve Knobl to approve the Title I School Budget and School Plan for Keys Gate Charter School and Woodmont Charter, as presented. Motion was approved unanimously. (5-0)

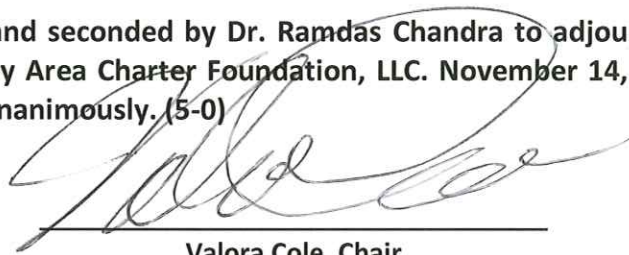
##### Out of Field Waivers

- The board reviewed the Out of Field Waivers.

**MOTION:** A motion was made by Dr. Steve Knobl and seconded by Dr. Ramdas Chandra to approve the Out of Field Waivers for the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC., portfolio of schools, as presented. Motion was approved unanimously. (5-0 )

#### VII. ADJOURMENT

**MOTION:** A motion was made by Dr. Steve Knobl and seconded by Dr. Ramdas Chandra to adjourn the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. November 14, 2022, Board Meeting at 1:48 p.m. Motion was approved unanimously. (5-0)



Valora Cole, Chair

Date: 12-08-2023