

# MEETING MINUTES

**Name of Foundation:** Southwest Charter Foundation, Inc.  
**Board Meeting:** August 27, 2015  
**School(s):** Bonita Springs Charter School                      Cape Coral Charter School  
                          Gateway Charter School                              Gateway Intermediate Charter School  
                          Gateway Charter High School                              Manatee Charter School  
                          Six Mile 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:
August 27, 2015	10:02 am	10:55 am	September 18, 2015	9:30 am	A. Craig
<b>Meeting Location:</b>					
Renaissance Charter School at Tapestry – 2510 W. Carroll Street, Kissimmee, FL 34741					

<b>Attended by:</b>	
<b>Board Members:</b> Ken Haiko, Chairman Dennis Clark, Vice-Chairman Tom Wheeler, Director John O'Brien, Director Margaret Wells, Director  <b>Absent:</b> Preston Jones, Director Shane Strum, Director	<b>Other Attendees:</b> Carissa Carroll, Principal, Bonita Springs Charter School Bonnie Brett, Principal, Cape Coral Charter School Sara Abraham, Principal, Gateway Charter Schools Melanie Babcock, Assistant Principal, Manatee Charter School Eric Lewis, Principal, Six Mile Charter Academy Jamie Trotter, Assistant Principal, Six Mile Charter Academy Deb Tracy, Regional Director, CSUSA Dr. Meredith Ross, Sr. Manager of Data Analysis, CSUSA Allison Craig, Governing Board Coordinator, CSUSA

## **CALL TO ORDER**

Pursuant to public notice, the meeting commenced at 10:02 am with a Call to Order by Chairman Ken Haiko. Roll call was taken and quorum established.

### **I. ADMINISTRATIVE**

#### Welcome & Announcements

- Chairman Haiko congratulated the principals on the start to the new school year.

#### Approval of Minutes from July 23, 2015

- Chairman Haiko asked the Board to review the Southwest Charter Foundation minutes from the July 23, 2015 board meeting and to note any changes. The minutes stand.

**MOTION:** Motion was made by John O'Brien and seconded by Dennis Clark to approve the minutes from July 23, 2015 Southwest Charter Foundation, Inc. Board meeting. Motion was approved unanimously (5-0)(2 absent).

## **II. SCHOOL REPORTS**

### **Bonita Springs Charter School**

- Enrollment currently at 1313 students with a budgeted amount of 1317 students
- Principal Carroll reported on some of the PTC events and provided highlights.

### **Cape Coral Charter School**

- Enrollment currently at 710 students with a budgeted amount of 768 students
- Principal Bonnie Brett reported on some of the PTC events and provided highlights.
- Principal Brett also updated the board that the school has increased in enrollment by 117.

### **Gateway Charter School**

- Enrollment currently at 1460 students with a budgeted amount of 1215 students
- Principal Sara Abraham reported on some of the PTC events and provided highlights.

### **Gateway Intermediate Charter School**

- Enrollment currently at 1100 students with a budgeted amount of 1150 students
- Principal Sara Abraham reported on some of the PTC events and provided highlights.

### **Gateway Charter High School**

- Enrollment currently at 747 students with a budgeted amount of 800 students
- Principal Sara Abraham reported on some of the PTC events and provided highlights.

### **Manatee Charter School**

- Enrollment currently at 745 students with a budgeted amount of 851 students
- Assistant Principal Melanie Babcock reported on some of the PTC events and provided highlights.

### **Six Mile Charter Academy**

- Enrollment currently at 1294 students with a budgeted amount of 1253 students
- Principal Lewis and Assistant Principal Trotter reported on some of the PTC events and provided highlights.
- AP Trotter also thanked Mr. O'Brien for his recent visit to the school.

## **III. NEW BUSINESS**

### **NWEA Benchmark 3 Results**

- The board was presented with NWEA Benchmark 3 results.
- Dr. Meredith Ross highlighted areas of growth and compared results to the previous benchmark.

### **Approval of Parent Facilitator Designations**

- The board was presented with the 2015-16 Parent Facilitator Designations for all schools governed by Southwest Charter Foundation. (See attachment)

**MOTION: Motion was made by Dennis Clark and seconded by John O'Brien to approve the 2015-16 Parent Facilitator Designations, as presented. (See attachment) Motion was approved unanimously.**

**Approval of ESOL/Out of Field Waivers**

- This item has been deferred to next month's board meeting.

**Approval of Parent/Student Handbooks**

- The board was presented with the 2015-16 Parent/Student Handbooks for all schools governed by Southwest Charter Foundation.
- The board reviewed and discussed the 2015-16 Parent/Student Handbooks and all requests for clarity were answered by the Principals and/or Regional Director.

**MOTION: Motion was made by John O'Brien and seconded by Dennis Clark to approve the 2015-16 Parent/Student Handbooks, as presented. Motion was approved unanimously.**

**IV. OLD BUSINESS**

**Marketing Update**

- Chairman Haiko updated the board on the progress of the marketing action plan for Gateway Charter School.
- As previously discussed, the sign at Gateway Charter is now installed and faces the neighboring athletic field.
- The field sponsorship package also includes, but is not limited to, prominent signage at the Florida Knights' practices and home games, plans for sports clinics for the Gateway Athletic Department, and a special jersey for their mascot.

**V. PUBLIC COMMENTS**

- The board asked for the principals' insight on any trends in their staffing from year to year. The principals shared the experiences unique to their schools.
- The board has requested further information about the staffing patterns at the schools. This was recorded as an action item. CSUSA will research and provide this information at a future board meeting.

**VI. ADJOURNMENT**

**MOTION: Motion was made by Tom Wheeler and seconded by John O'Brien to adjourn the Southwest Charter Foundation August 27, 2015 board meeting. Motion was approved by unanimously.**



Ken Haiko, Chairman

Date: 9-18-15

## ATTACHMENT

### PARENT FACILITATORS 2015-2016

<b>SCHOOL NAME</b>	<b>DESIGNATED PARENT FACILITATOR</b>
Bonita Springs Charter School	Carissa Carroll
Cape Coral Charter School	Bonnie Brett
Gateway Charter School	Sara Abraham
Gateway Intermediate Charter School	Sara Abraham
Gateway Charter High School	Sara Abraham
Manatee Charter School	Quantas Simmons
Six Mile Charter Academy	Eric Lewis