

MEETING MINUTES

Name of Foundation: Southwest Charter Foundation, Inc.

Board Meeting: June 25, 2018

School(s):

Bonita Springs Charter School

Collier Charter Academy

Gateway Intermediate Charter School

Manatee Charter School

Cape Coral Charter School

Gateway Charter School

Gateway Charter High School

Six Mile

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:
June 25, 2018	12:31pm	12:58pm	August 2018	TBA	R. Weaver
Meeting Location:					
600 Corporate Drive, 1 st floor, Ft. Lauderdale, FL 3334					
Attended by:					
Board Members: Ken Haiko, Chairman Dennis Clark, Vice-Chairman Tom Wheeler, Director John O'Brien, Director Shane Strum, Director Absent: Margaret (Peggy) Wells, Director		Other Attendees: Levi Williams, Board Attorney Rita Weaver, Board Governance Manager Myrna Laine-Hyppolite, VP Finance, CSUSA Damon Schnurr, Sr. Financial Analyst Frank Johns, Facilities Director Aaron Murray, Regional Facilities Manager			

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 12:31pm with a Call to Order by Chairman Ken Haiko. Roll call was taken and quorum established.

I. ADMINISTRATIVE

- Approval of the April 4, 2018 Board Meeting Minutes

MOTION: A motion was made by Denis Clark and seconded by Tom Wheeler to approve the April 4, 2018 board meeting minutes for the Southwest Charter Foundation, Inc., as presented. Motion passed unanimously. (5-0, 1 absent)

II. FINANCIALS

Audit Engagement Letter

- The board reviewed the engagement letters provided by the audit firm Keefe McCullough.

MOTION: A motion was made by Tom Wheeler and seconded by Dennis Clark to approve the audit engagement letters, as presented. Motion passed unanimously. (5-0)

Q3 2018 Financial Review

- Damon Schnurr presented the third quarter financial results which included the enrollment shortfall impact on the fund balance of each school.

FY18 Update

- Myrna Laine-Hyppolite reviewed the report of the state of the ESP report in regard to the overall strength of CSUSA and the schools' financial deficit primarily due to the shortfall in Enrollment. Myrna Laine-Hyppolite reviewed the options to reduce the shortfalls which were, inter-school loans, and CSUSA support center cost reductions as well as incremental rent waivers that are all options to alleviate the financial short-falls. The board reviewed the various options and all questions were answered by Mrs. Laine-Hyppolite. The board had a robust discussion amongst themselves as to what the options were and requesting additional reporting throughout the year to try and ensure improvement moving forward.

MOTION: An In Global motion was made by Dennis Clark and seconded by John O'Brien to approve the Q3 2018 Financial Review and the FY18 Support Center Cost Reimbursement adjustments, as presented. Motion passed unanimously. (5-0)

2018-19 Financial Budget Review

- Damon Schnur presented the 2018-19 Financial Budget review and the board reviewed the budget and all questions were answered by Mr. Schnurr and Mrs. Laine-Hyppolite.

2019 SCCR Review

- Myrna Laine-Hyppolite reviewed the support center cost reimbursement and outlined per school reimbursement and the schools that had CSUSA contributions. The total of the SCCR is well below contractual levels. The board discussed the overall presentation and all questions were answered by Mrs. Laine-Hyppolite.

MOTION: A In Global motion was made by Dennis Clark and seconded by John O'Brien to approve the 2018-19 Financial Budget and the 2019 Support Center Cost Reimbursements, as presented. Motion passed unanimously. (5-0)

III. NEW BUSINESS

School Safety Update

- Frank Johns, Facilities Director and Rita Weaver, updated the board on the school security assessment that has been completed at all of the schools. They have been reviewed and priority levels have been assessed. Security improvements will begin implementation immediately. Many of the board's schools already have single point entry and Rita Weaver reported that CSUSA has heard from various districts that CSUSA is further along than the districts are. CSUSA is also looking at revising existing policies to ensure that they comply with all aspects of state law.

- Rita Weaver also updated the board on the status of contracting either SROs and/or SSOs for each of the schools and reported that not all schools will have SROs assigned as there is a shortage of man power across the districts.

MOTION: A motion was made by Tom Wheeler and seconded by John O'Brien to authorize the board chair to work with CSUSA and the board attorney to contract with other districts in its purview for the SRO/SSO/Guardian program, implementing as required by law. Motion passed unanimously. (5-0)

Mental Health Policy

- The board reviewed a draft of the Mental Health Policy. Mrs. Weaver reviewed the statutory requirements with the board and advised that the implementation of certain aspects of the draft are contingent upon obtaining grant funding. The finalized policy will be brought to the board at a future meeting.

MOTION: A motion was made by Dennis Clark and seconded by Tom Wheeler to accept and approve the draft Mental Health policy, as presented, and authorizes the board chair to work with CSUSA and the board attorney to finalize the Mental Health Policy to meet filing deadline dates. Motion passed unanimously. (5-0)

SY2018-19 Parent/Student Handbook

- The board reviewed the draft of the Parent/Student Handbook for the school year 2018-19 for all of their schools.

MOTION: A motion was made by John O'Brien and seconded by Tom Wheeler to approve the Parent/Student Handbook for its portfolio of schools, as presented. Motion passed unanimously. (5-0)

SY 2018-19 Uniform Policy

- The board reviewed the Uniform Policy.

MOTION: A motion was made by John O'Brien and seconded by Dennis Clark to approve the Uniform policy for its portfolio of schools, as presented. Motion passed unanimously. (5-0)

2018-19 Board Meeting Calendar

- The board reviewed the proposed calendar and noted that the November dates fell on a Saturday and Sunday and adjusted that date to November 7th and 8th.

MOTION: A motion was made by Tom Wheeler and seconded by John O'Brien to approve the 2018-19 board meeting calendar schedule, with the November date edit. Motion passed unanimously. (5-0)

Administrative and Instructional Evaluation Plans

- Rita Weaver presented the drafts of the Administrative Staff Evaluation Plans for CSUSA to the board. The board reviewed the drafts and all questions were answered by Mrs. Weaver.

MOTION: A motion was made by Dennis Clark and seconded by Shane Strum to approve the drafts of the Administrative and Instructional Evaluations Plans, as presented; and authorize CSUSA to make appropriate edits, as necessary.

IV. OLD BUSINESS

- There was no Old Business.

V. PUBLIC COMMENTS

- There were no Public Comments.

VI. ADJOURNMENT

MOTION: Motion was made by John O'Brien and seconded by Shane Strum to adjourn the Renaissance Charter Schools, Inc. June 25th, 2018 board meeting. Motion passed unanimously. (5-0)



Ken Haiko, Chairman

Date: 8-9-18