

## MEETING MINUTES

Name of Foundation: Southwest Charter Foundation, Inc.

Board Meeting: December 15, 2021

School(s):

Bonita Springs Charter School	Gateway Intermediate Charter School
Mid-Cape Global Academy	Gateway Charter High School
Collier Charter Academy	Manatee Charter School
Gateway 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:
December 15, 2021	12:43 pm	1:14pm	January 11, 2022	12:30 pm	M. Llanes/ R. Weaver
<b>Meeting Location:</b>					
Schools listed above					
<b>Attended by:</b>					
<b>Board Members:</b> Ken Haiko, Chairman Dennis Clark, Director Billie Miller, Director John O'Brien, Vice-Chair Paul Sallarulo, Director  Absent: Tom Wheeler, Treasurer Pat Smith, Director			<b>Other Attendees:</b> Levi Williams, Board Attorney Principals and Parent Facilitators at above schools Rita Weaver, Board Governance Director, CSUSA Dr. Eddie Ruiz, State Director of Florida Rachel Windler Freitag Area 1 Deputy Director Dr. Patrick Galatowitsch Area 2 Deputy Director Penny Walcott, Finance Director Ana Cordal, VP of School Operations		

### CALL TO ORDER

Pursuant to public notice, the meeting commenced at 12:43 p.m. with a Call to Order by Chairman Ken Haiko. Roll call was taken, and quorum established.

#### I. PUBLIC COMMENTS

Board Chair Ken Haiko called for public comments. There were no public comments.

#### II. ADMINISTRATIVE

Approval of the November 10, 2021 Southwest Charter Foundation, Inc. Board Meeting Minutes  
The board reviewed the meeting minutes.

**MOTION:** Motion was made by Paul Sallarulo and seconded by John O'Brien to approve the meeting minutes from the November 10, 2021 meeting of the Southwest Charter Foundation, Inc. board meeting, as presented. Motion was approved unanimously. (4-0, 2 absent)

### III. CSUSA REPORTS

#### State Director Report

Dr. Eddie Ruiz presented the State Director's report which included Fall Assessments and benchmark data and that the schools have already begun working on the areas of improvement based on benchmark data. Dr. Ruiz also gave an update on COVID and Staffing and the board discussed various recruitment strategies including "teach by the beach" to some of the northern universities.

#### Fall Survey Results

The board reviewed the Fall Survey results which showed most schools at 100% participation for staff and a minimum threshold of 75% for all others. The board wants to have 100% for all staff and at least 75% for other stakeholders. The board requested that the participation bucket be categorized as only reliable or not reliable. The top survey results are parents rating of school safety. The highest from staff is equity, and the lowest is local decision making. Students' highest rating was on equity, and the lowest on engagement. Principals will break down the results further in the February Principal Meetings.

#### Marketing & Enrollment

Mrs. Maggie Ramsey, VP of Marketing and Enrollment, presented to the board the marketing results and a data analysis which included retention as well as recruitment. The board reviewed the school data and discussed some specific targeted marketing such as Spanish radio ads in the Orlando market. Mrs. Ramsey also discussed the total cost as well as the ROI for the digital marketing plan and the upcoming initiatives that will be added to marketing outreach.

### IV. FINANCIALS

#### Q1 FY22 Unaudited Financial Review

Ms. Walcott presented the Q1 FY22 results to the board detailing the enrollment impact on revenue.

The board reviewed the Q1 FY22 results and all questions were answered by Ms. Walcott.

**MOTION: Motion was made by Billie Miller and seconded by Paul Sallarulo to approve the Q1 FY22 Unaudited Financials, as presented. Motion was approved unanimously.**

#### Accounting Fixed Assets Policy and Procedures

The board reviewed the CSUSA Accounting Fixed Assets Policy and Procedures and noted the edit adding a threshold for disbursement for clarity and aligns with best practices and state statutes.

**MOTION: A motion was made by Paul Sallarulo and seconded by Billie Miller to accept and approve the CSUSA Accounting Fixed Assets Policy and Procedures for the Southwest Charter Foundation, Inc. portfolio of schools, as presented. Motion was approved unanimously.**

### V. OLD BUSINESS

#### Business Development

The board discussed Lakewood Rancho Preparatory Academy as the name for the charter in Manatee County set to open August 2022.

### VI. NEW BUSINESS

The board discussed moving the January and February board meeting dates.

**MOTION: A motion was made by Paul Sallarulo and seconded by Billie Miller to schedule the January board meeting date on January 11, 2022 at 10:30 a.m. at Renaissance Middle Charter School. Motion was approved unanimously.**

Total Teacher Compensation Plan

The board discussed and reviewed the Total Teacher Compensation Plan and all questions were answered by Dr. Ruiz and Mrs. Weaver.


**MOTION: A motion was made by Paul Sallarulo and seconded by Billie Miller to accept the new Total Teacher Compensation Plan, as presented. Motion was approved unanimously.**

Manatee Charter School Recognition Money Vote

The board discussed the recognition money vote for Manatee Charter School. Board member Billie Miller gave a shout out to Bonnie Brett for the equitable outcome.

**VII. ADJOURMENT**

Board Chair Haiko adjourned the December 15, 2021 Southwest Charter Foundation, Inc. Board Meeting at 1:14 p.m.



Ken Haiko, Chairman

Date: 1-11-21

