

MEETING MINUTES

Name of Foundation: Southwest Charter Foundation, Inc.

Board Meeting: **April 6, 2022**

Schools:

Bonita Springs Charter School - Carroll	Lakewood Rach Preparatory Academy -Warren/Cendan
Collier Charter Academy - Thompson	Manatee Charter School - Brett
Gateway Charter School - Carter	Mid-Cape Global Academy - Trotter
Gateway Intermediate Charter School - Jensen	Six Mile Charter Academy - Fields
Gateway Charter High School - Jensen	

The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a summary of the events of the meeting.

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
April 6, 2022	12:35 p.m.	1:05 p.m.	June 28, 2022	12:30 p.m.	M. Llanes/R. Weaver

Meeting Location:

Schools listed above

Attended by:

Board Members:

Ken Haiko, Chairman
 John O'Brien, Vice-Chairman and Secretary
 Tom Wheeler, Treasurer
 Billie Miller, Director
 Paul Sallarulo, Director
 Pat Smith, Director
 Dennis Clark, Director

Absent: none

Other Attendees:

Principals and Parent Facilitators at above schools
 Rita Weaver, Board Governance Director, CSUSA
 Dr. Eddie Ruiz, State Director of Florida
 Rachel Windler Freitag, Deputy Director
 Dr. Patrick Galatowitsch, Deputy Director
 Sarah Capwell, Deputy Director
 Maggie Llanes, Executive Coordinator for Board Governance

CALL TO ORDER

- Pursuant to public notice, the meeting commenced at 12:35 p.m. with a Call to Order by Chairman Ken Haiko. Roll call was taken, and quorum established. Board Chair Haiko congratulated Bonnie Brett for being named Florida Tax Watch Principal of the Year amongst nine Principals of the Year and one of three Middle School Principals of the Year.

I. PUBLIC COMMENTS

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

II. ADMINISTRATIVE

Annual Meeting, Officers Elections

- The board nominated and elected the officers of the Southwest Charter Foundation, Inc. for the new year as follows:
 - Board Chair

MOTION: Motion was made by Billie Miller and seconded by Dennis Clark to reappoint Ken Haiko as Chair of the Board, as nominated. Motion was approved unanimously. (7-0)

- Board Chair Ken Haiko accepted and thanked all.

- Vice-Chair

MOTION: Motion was made by Paul Sallarulo and seconded by Pat Smith to reappoint John O'Brien as Vice-Chair of the Board, as nominated. Motion was approved unanimously.

- Vice-Chair John O'Brien accepted and thanked all.

- Secretary

MOTION: Motion was made by John O'Brien and seconded by Pat Smith to reappoint Dennis Clark as Secretary of the Board, as nominated. Motion was approved unanimously.

- Secretary Dennis Clark accepted and thanked all.

- Treasurer

MOTION: Motion was made by Billie Miller and seconded by John O'Brien to reappoint Tom Wheeler as Treasurer of the Board, as nominated. Motion was approved unanimously.

- Treasurer Tom Wheeler accepted and thanked all.

Approval of the March 11, 2022, Southwest Charter Foundation, Inc. Board Meeting Minutes

- The board reviewed the meeting minutes.

MOTION: Motion was made by Dennis Clark and seconded by Billie Miller to approve the meeting minutes from the March 11, 2022, Southwest Charter Foundation, Inc. Board Meeting, as presented. Motion was approved unanimously.

FY23 Board Meeting Dates

- The board reviewed the FY23 Board Meeting Dates.

MOTION: Motion was made by Dennis Clark and seconded by John O'Brien to approve the FY23 Board Meeting Dates listed, as presented. Motion was approved unanimously.

Legislative Recap

- Mrs. Rita Weaver updated the board on the legislation that will be effective on July 1 and impact charter school students including the state budget and student FTE allocation, the teacher salary allocation, the auto renewal language and the safety and security changes.

III. CSUSA REPORTS

State Director Update

- Dr. Eddie Ruiz shared with the board that this week is Assistant Principals' Week and congratulated all the exceptional AP's that support all their Principals at all of CSUSA's schools. Also reminded the board that budget meetings are being set for this board's schools. The Principals Leader Academy will be taking place in April 2022 and the focus will be on summer bridge and the collaboration as a group with Marketing & Enrollment. Testing has started in Writing for Grades 4 – 8.

- Tier III Updates – Dr. Patrick Galatowitsch shared with the board that at Six Mile Charter Academy and Mid-Cape Global Academy there will be 2 days a week of testing and he and the State Team will be supporting both schools. Lee County schools will be supported with additional personnel and intervention as well. Teachers are all participating and are very excited and motivated.
- Innovative Pilot Program Update – Dr. Galatowitsh informed the board of the special innovative pilot program going on at Bonita Springs Charter School and at Gateway Charter Schools. Applications have been submitted already to have students attend fully virtual.
- Dr. Galatowitsch reminded the board that the graduation at Gateway Charter High School is taking place on Sunday. A spreadsheet of all graduations with date/time/location will be sent out today to all board members so they can choose which ones to attend.
- Dr. Ruiz informed the board that there has been some emails received regarding instructional and non-instrucional raises and its status and the information has been conveyed to appropriate staff in CSUSA Administration and they are working on it. The board requests a response from Executive Staff of CSUSA by the end of April 2022, since a commitment was made by Leadership back in January 2022.

MOTION: Motion was made by Dennis Clark and seconded by Billie Miller to approve the State Director's Report as presented. Motion was approved unanimously.

IV. FINANCIALS

FY22 Audit Engagement Letters

- The board reviewed the FY22 Audit Engagement Letters in the board packet.

MOTION: Motion was made by Dennis Clark and seconded by Billie Miller to approve the FY22 Audit Engagement Letters by and between Southwest Charter Foundation, Inc., its portfolio of schools, and Keefe McCullough, P.A., as presented. Motion was approved unanimously.

V. OLD BUSINESS

Safety and Security Update

- Board Member Tom Wheeler updated the board on his meeting with the Director of Security, Gus Xhudo, Ana Cordal, VP of School Support, and Rita Weaver regarding security and monitoring of the schools and had the following takeaways from that meeting:
- The Florida DOE Office of Safe Schools begin these unannounced visits last year and all principals were advised this year as well- So far this year we have had 2 schools with issues.
- CSUSA does not have mystery shoppers, but Gus Xhudo performs unannounced visits at least 2x a year. Ana Cordal and the National Team members also go visit schools throughout the school year and report back with any discrepancies. Board Member Wheeler requested that we have the 2 school visits when students are on campus and suggested that we have additional staff under Gus to assist with this task.
- Software monitoring system allows Gus to have a compliance oversight on all of the schools.
- Any findings are escalated to Ana Cordal, who meets weekly with the Area Deputies and monitor and follow up with the Principals to ensure that they are following all of the safety requirements. This will be included in the Principal evaluation beginning this year and acknowledgment forms are being drafted so that the Principals are aware of the requirements and the consequences. Policy acknowledgement forms were included for this school year and are updated annually. These include best practice and statutory guidelines each school leader must read and acknowledge.

- Tom is satisfied with the monitoring and checklist as well as the staff (National Team) in place to ensure compliance with the safety protocols even when it isn't Gus/Ana that are doing the site visits.

Lakewood Ranch Preparatory Updates

- Principals Bradley Warren and Cheryl Cendan informed the board they are very pleased with the response from Marketing and Enrollment in getting their signs installed. Also, enrollment applications have increased by 700 seats. They are in the process of hiring staff and will be scheduling the first parents meeting soon, and invited the board to come see the building any time.
- Board Member Billie Miller inquired on teacher hiring. The board was informed they presently have a lot of external candidates and are finishing up internal transfers this week, once that is finalized then they will be reviewing the external candidates available.

VI. NEW BUSINESS

2022-2023 School Calendar

- The board reviewed the 2022-2023 School Calendar and noted the differences in Collier and Manatee but all schools have the required 180 instructional hours.

MOTION: Motion was made by Billie Miller and seconded by John O'Brien to approve the 2022-2023 School Calendar for the Southwest Charter Foundation, Inc. portfolio of schools, as presented. Motion was approved unanimously.

Memorandum of Understanding for Rejunification Venue

- The board reviewed the Memorandum of Understanding for Rejunification Venue necessary for the new legislation in the MSD law that requires a set reunification site. The board discussed how the current process is and all questions were answered by Dr. Eddie Ruiz.

MOTION: Motion was made by Dennis Clark and seconded by Pat Smith to approve the Memorandum of Understanding for Rejunification Venue, as presented. Motion was approved unanimously.

VII. ADJOURNMENT

- Board Chair Haiko adjourned the March 11, 2022, Southwest Charter Foundation, Inc. Board Meeting at 1:05 p.m.



Ken Haiko, Chairman

Date: 6-28-22