

MEETING MINUTES

Name of Foundation: Southwest Charter Foundation, Inc.

Board Meeting: **April 11, 2023**

Schools and Principals:

Bonita Springs Charter School - Carroll	Lakewood Ranch 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 11, 2023	1:02	1:26pm	June 27, 2023	1230pm	R.Weaver

Meeting Location: Schools Listed Above

Attended by:

Board Members:

Ken Haiko, Chairman
Tom Wheeler, Treasurer
Billie Miller, Director
Paul Sallarulo, Director
Dennis Clark, Vice-Chair

Absent:

Pat Smith, Director

Other Attendees:

Principals Above
Parent Facilitators at Schools Listed Above
Rachel Windler-Freitag, Area 2 Deputy Director
Levi Williams, Esq., Board Attorney
Rita Weaver, Sr. Director of Board Governance

CALL TO ORDER

- Pursuant to public notice, the meeting commenced at 1:02pm p.m. with a Call to Order by Board Chair 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

Annual Meeting

- Officer Elections

- Chair Haiko opened nominations for Board Chair. Dennis Clark nominated Ken Haiko for board chair and Paul Sallarulo seconded that nomination. There were no other nominations for Board Chair.

VOTE: Chair Haiko called for the vote of Chairman of the board for Southwest Charter Foundation, Inc. and the motion passed unanimously. (6-0)

- Chair Haiko opened nominations for Vice-Chair and Secretary. Paul Sallarulo nominated Dennis Clark for Vice-Chair and Secretary and Billie Miller seconded that nomination. There were no other nominations for Board Vice-Chair and Secretary.

VOTE: Chair Haiko called for the vote of Vice-Chair and Secretary of the board for Southwest Charter Foundation, Inc. and motion was approved unanimously.

- Chair Haiko opened nominations for Treasurer. Billie Miller nominated Tom Wheeler for Treasurer and Pat Smith seconded that nomination. There were no other nominations for Board Treasurer.

VOTE: Chair Haiko called for the vote of Treasurer of the board for Southwest Charter Foundation, Inc. and motion was approved unanimously.

- Appointment of Directors and State of Florida Annual Report filing

MOTION: Motion was made by Dennis Clark and seconded by Billie Miller to reaffirm appointment of the current board of directors for Southwest Charter Foundation, Inc.: Ken Haiko, Dennis Clark, Tom Wheeler, Billie Miller, Paul Sallarulo, and Pat Smith, including committee appointments and the filing of the Annual Report with the State of Florida. Motion was approved unanimously.

- *Conflict of Interest Policy Affirmation*

MOTION: Motion was made by Paul Sallarulo and seconded by Tom Wheeler to affirm the Conflict-of-Interest Policy for Southwest Charter Foundation, Inc., as presented. Motion was approved unanimously.

- *FY24 Board Meeting Schedule Calendar*

MOTION: Motion as made by Tom Wheeler and seconded by Billie Miller to approve the FY24 Board Meeting Schedule of dates for Southwest Charter Foundation, Inc., as presented. Motion was approved unanimously.

Approval of the March 7, 2023, Southwest Charter Foundation, Inc. Board Meeting Minutes

MOTION: Motion was made by Billie Miller and seconded by Tom Wheeler to approve the meeting minutes from the March 7, 2023, Southwest Charter Foundation, Inc. board meeting, as presented. The motion was approved unanimously.

III. CSUSA REPORTS

State Director Update

- Board member Billie Miller complimented Collier Charter Academy as an exemplary model of how to execute the CSUSA Education Model, school culture and student engagement.
- Rachel Windler-Freitag, Area 2 Deputy Director, updated the board on state recent activities including preparing for testing season and the CSUSA Quarterly Accountability meeting happening where they will discuss timelines and potential state structure changes. Billie Miller asked that leadership at CSUSA consider promoting for within should they add another area to the state as the Ed Model that is the basis of all the schools is something that, in her opinion, a deputy needs to understand and embraces the Ed Model to ensure execution at the school level. Ms Miller reminded the board that CSUSA is very different

than a district and would request, while acknowledging that this decision is not in the board's purview, that CSUSA consider advancing from within.

Marketing Report

- The board discussed the marketing report presented and asked for a report of current recommitment of each of their schools to be delivered by the end of the month. The board also discussed the amount of documentation being utilized by the marketing department and if that was the most efficient way for marketing to spend their time.
- The board also discussed the Marketing & Enrollment state structure and school positions and the catch 22 of not being able to afford a marketing position when enrollment is down, but those are the schools that need the support the most.

MOTION: Motion was made by Billie Miller and seconded by Tom Wheeler to accept the CSUSA State Director's Report, as presented. The motion was approved unanimously.

IV. FINANCIALS

FY23 Audit Engagement Letters-Keefe McCullough

MOTION: Motion was made by Paul Sallarullo and seconded by Billie Miller to approve the FY23 Audit Engagement Letters for all schools and bond groups for Southwest Charter Foundation, Inc., as presented. The motion was approved unanimously.

V. OLD BUSINESS

- There was no Old Business.

VI. NEW BUSINESS

FY24 School Calendars (correct scrivener's error on agenda of FY23)

MOTION: Motion was made by Billie Miller and seconded by Dennis Clark to approve the FY24 school calendars for Southwest Charter Foundation, Inc. portfolio of schools, as presented. The motion was approved unanimously.

FY24 Mental Health Assistance Allocation Plan

MOTION: Motion was made by Paul Sallarullo and seconded by Dennis Clark to approve the drafting and submission of the FY24 Mental Health Assistance Allocation Plan for the portfolio of Southwest Charter Foundation, Inc. schools in Lee, Collier, and Manatee counties, as presented. The motion was approved unanimously.

Lease Agreement for Lakewood Ranch Preparatory Academy (Upper School)

MOTION: Motion was made by Billie Miller and seconded by Paul Sallarullo to approve the Lease Agreement between Red Apple at LWR, LLC and Southwest Charter Foundation, Inc., as presented. The motion was approved unanimously.

FHSAA Application Approval for Lakewood Ranch Preparatory Academy

MOTION: Motion was made by Dennis Clark and seconded by Billie Miller to approve the FHSAA Application for Southwest Charter Foundation, Inc. school Lakewood Ranch Preparatory Academy, as presented. The motion was approved unanimously.

VII. ADJOURMENT

- Board member Paul Sallarulo discussed full year school schedules and implementing staff uniforms, which is a part of the CSUSA model. Mr. Sallarulo compliment Collier Charter Academy for exceeding the board's expectations.
- Having board consensus, Board Chair Ken Haiko adjourned the April 11, 2023, Southwest Charter Foundation, Inc. Board Meeting at 1:26p.m.



Ken Haiko, Board Chair

Date: 6-27-23