

# MEETING MINUTES

Name of Foundations: Southwest Charter Foundation, Inc.

Board Meeting: **June 27, 2023**

Schools and Principals:

Bonita Springs Charter School - Carroll	Lakewood Ranch Preparatory Academy -Warren/Cendan
Collier Charter Academy - Thompson	Manatee Charter School - Morris
Gateway Charter School - Wade	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 brief summary of the events of the meeting.

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
June 27, 2023	12:42pm	1:09pm	August 15, 2023	12.30PM	R. Weaver/ L. Peake
<b>Meeting Location: At Each School Above</b>					
<b>Attended by:</b>					
<b>Board Members:</b> Ken Haiko, Chairman Tom Wheeler, Treasurer Billie Miller, Director Pat Smith, Director Paul Sallarulo, Director <b>Absent:</b> Dennis Clark, Vice-Chairman and Secretary			<b>Other Attendees:</b> Principals and Parent Facilitators at above listed schools (or their designees) Levi Williams, Esq. - Board Attorney Jon Hage, CEO Charter Schools USA, Inc. Rachel Windler-Freitag, Area 2 Deputy Director Lianne Morton, Finance Director Robby Holroyd, Tripp Scott Rita Weaver, Sr. Director of Board Governance, CSUSA Leah Peake, Board Governance Manager		

## CALL TO ORDER

- Pursuant to public notice, the meeting commenced at 12:42pm 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 .
- Jon Hage thanked the board for their hard work and dedication to education.

### II. ADMINISTRATIVE

Approval of the April 11, 2023, Southwest Charter Foundation, Inc. Board Meeting Minutes

- The board reviewed the meeting minutes from April 11, 2023 Southwest Charter Foundation, Inc.

**MOTION: Motion was made by Paul Sallarulo and seconded by Tom Wheeler to approve the meeting minutes from the April 11, 2023, Southwest Charter Foundation, Inc. board meeting, as presented. The motion was approved unanimously. (5-0, 1 absent)**

### III. CSUSA REPORTS

State Director Update

- Deputy Director Rachel Windler-Freitag updated the board on continuous education opportunities for school leadership including Principal Leadership Academy, AVID Conference, Cambridge Training.

- Deputy Director Rachel Windler-Freitag updated the board on student growth using the PM3 Dashboard.
- Deputy Director Rachel Windler-Freitag provided a staffing update for the schools within the Southwest Charter Foundation, Inc. portfolio of schools using intent to return reports.
- Facilities provided an update on the status of current school projects within the Southwest Charter Foundation, Inc. portfolio of schools.

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

#### IV. FINANCIALS

##### Q3 FY23 Finance Review

- The board reviewed the Q3 FY23 Financial Report as presented by Finance Director Lianne Morton. Committee member Paul Sallarulo updated the board on the Finance Committee meeting which met and reviewed the financials for each school and all questions were answered by the finance staff during that review.

**MOTION: Motion was made by Paul Sallarulo and seconded by Billie Miller to accept the Q3 FY23 Finance Review for the Southwest Charter Foundation, Inc. portfolio of schools, as presented. Motion was approved unanimously.**

##### FY24 Budget Review

- The board reviewed the FY24 Budget Review as presented by Finance Director Lianne Morton and the Compensation Plan used to create the FY24 Budget Review. Finance Committee member Paul Sallarulo updated the board on the Finance Committee meeting which met and reviewed the budgeted financials for each school for the FY24 School Year and all questions were answered by the finance staff during that review.

**MOTION: Motion was made by Pat Smith and seconded by Paul Sallarulo to accept the FY24 Budget Review and Compensation Plan for the Southwest Charter Foundation, Inc. portfolio of schools, as presented. Motion was approved unanimously.**

#### V. OLD BUSINESS

##### Charter Renewals

- The board reviewed the Charter Renewals for Bonita Springs Charter School, Gateway Charter School K-12, and Mid Cape Global Academy.

#### V. NEW BUSINESS

##### Parent Student Handbook

- The board reviewed the Parent Student Handbook.

**MOTION: A motion was made Tom Wheeler and seconded by Pat Smith to approve the Parent Student Handbook for the Southwest Charter Foundation, Inc. portfolio of schools, with school edits, as presented. Motion was approved unanimously.**

##### FY24 School Year Master Safety and Security Plan

- The board reviewed the FY24 School Year Master Safety and Security Plan.

**MOTION: Motion was made by Tom Wheeler and seconded by Pat Smith to approve the FY24 School Year Master Safety and Security Plan which includes all the requirements set forth in FS 1006.12, known as the MSD Act for Southwest Charter Foundation, Inc. portfolio of schools, as presented. Motion was approved unanimously.**

FY24 Mental Health Assistance Allocation Plan

- The board reviewed the mental health plan as presented.

**MOTION: A motion was made by Paul Sallarulo and seconded by Billie Miller to authorize CSUSA and the Chair to execute and submit the FY24 Mental Health Plan for the Southwest Charter Foundation, Inc. portfolio of schools, as presented. Motion was approved unanimously.**

Youth Mental Health Training

- The board reviewed the youth mental health training requirements for their schools, as presented by Mrs. Weaver.

**MOTION: A motion was made by Billie Miller and seconded by Pat Smith to approve and submit the Youth Mental Health Training Assurances for the Southwest Charter Foundation, Inc. portfolio of schools, as presented. Motion was approved unanimously.**

Instructional Evaluation Plan

- The board reviewed the Instructional Evaluation Plan.

**MOTION: A motion was made by Tom Wheeler and seconded by Billie Miller to approve the Instructional Evaluation Plan for the Southwest Charter Foundation, Inc portfolio of schools, as presented. Motion was approved unanimously.**

**VI. ADJOURNMENT**

- Board Chair Ken Haiko adjourned the June 27, 2023, Renaissance Charter School, Inc. Board Meeting at 1:09p.m.



Ken Haiko, Board Chair

Date: 08-15-2023

