

# MEETING MINUTES

Name of Foundations: Southwest Charter Foundation, Inc.

Board Meeting: April 11, 2024

Schools and Principals:

Bonita Springs Charter School - Carroll	Lakewood Ranch Preparatory Academy -Cendan
Collier Charter Academy - Thompson	Manatee Charter School - Morris
Gateway Charter School – Wade/Jenson	Mid-Cape Global Academy – Lemos
Six Mile Charter Academy - Fields	

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:
April 11, 2024	11:33AM EST	11:58AM EST	June 25, 2024	12:00PM	R. Weaver/ L. Peake
<b>Meeting Location: At Each School Above</b>					
<b>Attended by:</b>					
<b>Board Members:</b> Ken Haiko, Chairman Dennis Clark, Vice-Chairman and Secretary Tom Wheeler, Treasurer Billie Miller, Director Pat Smith, Director Paul Sallarulo, Director <b>Absent:</b> Billie Miller, Director			<b>Other Attendees:</b> Principals and Parent Facilitators at above listed schools (or their designees) Levi Williams, Esq. - Board Attorney Dr. Eddie Ruiz, State Superintendent of Florida Rachel Windler-Freitag, Area 2 Deputy Director Sara Capwell, Area 3 Deputy Director Lisanne Morton, Finance Director Rita Weaver, Sr. Director of Board Governance, CSUSA Leah Peake, Board Governance Manager		

## CALL TO ORDER

- Pursuant to public notice, the meeting commenced at 11:33 AM EST with a Call to Order by Chairman Ken Haiko. Roll call was taken, and quorum established.
- Pledge of Allegiance – Chairman Haiko led the board in the Pledge of Allegiance

## I. PUBLIC COMMENTS

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

## II. ADMINISTRATIVE

### ANNUAL MEETING

#### Election of Officers

- The board reviewed the current slate of officers for Southwest Charter Foundation, Inc.

**MOTION: Motion was made by Tom Wheeler and seconded by Pat Smith to nominate Ken Haiko as Board Chair for Southwest Charter Foundation, Inc. The motion was approved unanimously. (6-0,0 absent)**

**MOTION: Motion was made by Pat Smith and seconded by Dennis Clark to nominate Tom Wheeler as Board Vice-Chair and Secretary for Southwest Charter Foundation, Inc. The motion was approved unanimously.**

**MOTION: Motion was made by Tom Wheeler and seconded by Dennis Clark to nominate Paul Sallarulo as Treasurer for Southwest Charter Foundation, Inc. The motion was approved unanimously.**

Appointment of Directors

- The board reviewed the current slate of director for Southwest Charter Foundation, Inc

**MOTION: Motion was made by Dennis Clark and seconded by Tom Wheeler to retain the current slate of directors in good standing: Ken Haiko, Tom Wheeler, Paul Sallarulo, Dennis Clark, Billie Miller, and Pat Smith as Board Members for Southwest Charter Foundation, Inc. The motion was approved unanimously.**

Conflict of Interest

- The board reviewed the current conflict of interest form for Southwest Charter Foundation, Inc

**MOTION: Motion was made by Paul Sallarulo and seconded by Pat Smith to approve the Conflict-of-Interest Form for Southwest Charter Foundation, Inc. The motion was approved unanimously.**

Board Book

- The board reviewed the Southwest Charter Foundation, Inc. Board Book.

**MOTION: Motion was made by Dennis Clark and seconded by Tom Wheeler to ratify Southwest Charter Foundation, Inc. Board Book, as presented. The motion was approved unanimously.**

Amendment of the February 7, 2024, Meeting Minutes

- The board reviewed the February 7, 2024, Board Meeting Minutes for Southwest Charter Foundation, Inc

**MOTION: Motion was made by Pat Smith and seconded by Tom Wheeler to amend the meeting minutes from the February 7, 2024, Southwest Charter Foundation, Inc. board meeting, as presented. The motion was approved unanimously.**

Approval of the March 5, 2024, Meeting Minutes

- The board reviewed the March 5, 2024, Board Meeting Minutes for Southwest Charter Foundation, Inc.

**MOTION: Motion was made by Pat Smith and seconded by Paul Sallarulo to approve the meeting minutes from the March 5, 2024, Southwest Charter Foundation, Inc. board meeting, as presented. The motion was approved unanimously.**

Consent Agenda

The board reviewed board meeting agenda items to be added to a consent agenda moving forward.

### III. CSUSA REPORTS

State Superintendent Update

- State Superintendent, Dr. Eddie Ruiz provided the board an update on principal presentation of dashboards, quest 2, and deans meetings.

- Dr. Ruiz provided the board with the February Full Time Enrollment Counts and the Recommitment Update. He provided the board the steps being taken to recruit qualified candidates.
- Dr. Ruiz provided an update on Leadership Pay Increases and an update on Grants.

**MOTION: Motion was made by Tom Wheeler and seconded by Pat Smith to approve the State Superintendent Report. The motion was approved unanimously.**

#### **IV. FINANCIALS**

##### IT and Furniture Lease

- The board reviewed the IT and Furniture Lease for Lakewood Ranch Preparatory Academy

**MOTION: Motion was made by Pat Smith and seconded by Dennis Clark to approve the IT and Furniture Lease for Lakewood Ranch Preparatory Academy, as presented. The motion was approved unanimously.**

##### FY24 Audit Engagement Letters

- The board reviewed the FY24 Audit Engagement Letters from Citrin Cooperman Advisors, LLC.

**MOTION: Motion was made by Pat Smith and seconded by Dennis Clark to approve the FY24 Audit Engagement Letters between Citrin Cooperman Advisors, LLC. and Southwest Charter Foundation, Inc. for the portfolio of schools. The motion was approved unanimously.**

##### Bond Engagement Letters

- The board reviewed the Bond Engagement Letters from Citrin Cooperman Advisors, LLC.

**MOTION: Motion was made by Tom Wheeler and seconded by Pat Smith to approve the Bond Engagement Letters between Citrin Cooperman Advisors, LLC. and Southwest Charter Foundation, Inc. for the portfolio of schools. The motion was approved unanimously.**

##### 990 Engagement Letters

- The board reviewed the 990 Engagement Letters from Citrin Cooperman Advisors, LLC.

**MOTION: Motion was made by Pat Smith and seconded by Paul Sallarulo to approve the 990 Engagement Letters between Citrin Cooperman Advisors, LLC. and Southwest Charter Foundation, Inc., for the portfolio of schools. The motion was approved unanimously.**

##### Single Audit Engagement Letters

- The board reviewed the Single Audit Engagement Letters from Citrin Cooperman Advisors, LLC.

**MOTION: Motion was made by Tom Wheeler and seconded by Pat Smtih to approve the Single Audit Engagement Letters between Citrin Cooperman Advisors, LLC. and Southwest Charter Foundation, Inc., for the portfolio of schools. The motion was approved unanimously.**

#### **V. OLD BUSINESS**

#### **VI. NEW BUSINESS**

##### National School Lunch Program Extension

- The board reviewed the National School Lunch Program Extension.

**MOTION: A motion was made by Tom Wheeler and seconded by Dennis Clark to table the National School Lunch Program Extension. Motion was approved unanimously.**

**ADJOURNMENT**

- Hearing no objections, Board Chair Ken Haiko adjourned the April 11, 2024, Southwest Charter Foundation, Inc. Board Meeting at 11:58 AM EST



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**Ken Haiko, Board Chair**

Date: 6-25-24