

MEETING MINUTES

Name of Foundation: Education Foundation Charter Board of Trustees

Board Meeting: Tuesday, October 26, 2021

School(s): Bellalago Academy
PM Wells 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:
October 26, 2021	8:01 am	8:48 am	December 17, 2021	8:00 am	S. Giel
Meeting Location:					
Location: Virtual Meeting pursuant to Governor DeSantis Executive Order 20-69 dated March 20, 2020					
Attended by:					
Charter Board Members: Mike Steigerwald, Chair Mark Grey, Vice Chair Catherine (Kay) White, Trustee Com. Viviana Janer, Trustee Absent: Dave Sklarek, Trustee		Other Attendees: Kerry Avery, Executive Director, Education Foundation Samantha Giel, Education Foundation Maria Suriel, Education Foundation Kathy Ejnoui, Education Foundation Rep. Fred Hawkins Jr., President, Education Foundation Yurik Rodriguez, Senior Account Manager, Osceola School District Ivonne Sardinias, Principal, PM Wells Charter Academy Jeffrey Hernandez, CEO, National Academic Educational Partners Alejandro Trujillo, National Academic Educational Partners Artur Glants, National Academic Educational Partners Ryan Dutton, Network Communication Analyst, Osceola School District Jonathan Rasmussen, Bellalago Academy Wilhelm Lupica Debra Bele			

I. ADMINISTRATIVE

Call to Order

- Pursuant to public notice, the meeting commenced at 8:02 am with a Call to Order by Chairman Mike Steigerwald. Roll call was taken, noting Dave Sklarek's absence, and quorum established.

Meeting Minutes

- The Board reviewed the meeting minutes from September 28, 2021 Charter Board of Trustees meeting.

MOTION: Motion was made by Mark Grey and seconded by Viviana Janer to approve the September 28, 2021 Education Foundation Charter Board of Trustees Meeting Minutes, as presented. Motion was approved unanimously. (4-0, 1)

II. BOARD UPDATES – CHAIR MIKE STEIGERWALD AND EF EXECUTIVE DIRECTOR KERRY AVERY

Charter Renewals with the District

- PM Wells – Kerry Avery shared with the Board that the attorneys are in final review of the renewal contract and the School District should be providing the final document for signature soon.
- Bellalago – Kerry Avery shared the Bellalago Charter Renewal application was submitted to the School District on September 29. It is expected for the school visit to take place in the upcoming month. Kay White asked the length of both renewals and Kerry Avery shared they both are for 15 years.

Monthly School Report

- Kerry Avery shared that each school submitted a Monthly Report. These reports are part of the contract requirements and will be included in the monthly packet for the Trustees to review prior to the meeting. If the Trustees have any related questions they can ask during the meeting, but the report is to keep record and streamline our meetings. The schools will still be sharing their finances, updates and requests in the school report portion of the meeting.

Tentative Meetings for November and December

- Mike Steigerwald suggested for the schools to present their school reports before determining the need for both the November and December meetings. After reviewing the school reports and talking to the representatives of each, it was determined there is not a pending need to have the November meeting, but the Charter Board of Trustees will plan to meet in December on the 17th.

III. SCHOOL REPORTS

Bellalago Academy

- **School Report** – Yurik Rodriguez began the Financial Report until Principal Rasmussen was able to join the call. Once he was able to attend, he shared Bellalago will be incorporating a program called Bellalago Reads. This program is designed to support students who don't have someone at home to read with and will include YouTube read-a-longs from members of the community as well as provide new books for students to take home. He shared he can provide the Out of Field Form for Bellalago with the Trustees after the meeting per Kay White's request.
- **Financial Report** – Yurik Rodriguez presented the monthly financials. He presented the balance sheet, showcasing all governmental funds. Not much change is seen for the month as the school remains close to full enrollment. For the month end, Bellalago remains in good standing. Yurik also presented the fund balance for Bellalago as it compares to the budget. He reminded the Trustees in regards to continuing upgrades for the school, the EFBD meets in April and August for reviewing requests for support.
 - **Final Audit Completed** – Kerry Avery shared the Final Audit on behalf of Yurik. She asked for review, discussion, and acceptance of the document.
 - **Presentation for School Upgrades ~ Ryan Dutton** – Ryan Dutton joined the call to present and request the Trustees' support for upgrading the wireless network for Bellalago. The last upgrade was completed in 2015 and in 2020 the school was approved to upgrade the wireless switches, and now the remaining network hardware needs to be replaced. The request will be for school year 2022-2023, as the network will no longer be supported after 2024. Bellalago will only pay a portion of the cost to replace if replaced soon, saving the school approximately \$228,000. The equipment is expected to cost \$45,000, the remaining parts and labor is expected to cost \$143,000, and the additional hardware will cost up to \$32,000. The total request to the Charter Board of Trustees for this project is \$220,000.
- **Facilities Report** – Yurik Rodriguez also presented the Facilities Report for Bellalago. He shared he is working to distribute the remaining fund balance to the additional projects for the school, such as the school network upgrade. He hopes to also be able to apply some CARES Act funding towards this project as well. If CARES is unable to be applied to the project, Yurik recommends applying for support from the EFBD.

MOTION: Motion was made by Mark Grey and seconded by Kay White to approve the Balance Sheet for Bellalago for September 2021. Motion was approved unanimously. (4-0, 1)

MOTION: Motion was made by Mark Grey and seconded by Kay White to approve the Financial Statement for September 2021 for Bellalago. Motion was approved unanimously. (4-0, 1)

MOTION: Motion was made by Kay White and seconded by Mark Grey to approve the Final Audit for Bellalago. Motion was approved unanimously. (4-0, 1)

PM Wells Charter Academy

- **School Report** – Principal Sardinias updated the Trustees on PM Wells. They shared the current events happening throughout the school such as teacher openings within the classroom as well as the 21st Century Program. The school celebrated Hispanic Heritage Month as well as hosted a Story Book Parade before Halloween. Enrollment for the school did go down to 638, but there is hopes for it to rise again following the new year. Report cards are complete and will be distributed at the end of the week. The student council team within the school decided to host a Food Supply Drive starting on November 1. There will also be informational sessions for 8th graders and their parents in regards to transitioning to high school and attending a new school. Lastly, Principal Sardinias shared the school was able to begin their Tier 3 interventions with elementary students and currently there are 44 students participating.
- **Financial Report** – Alex Trujillo presented the financial report for PM Wells. He shared the balance sheet, year-to-date, and month-to-month PnL. He shared on the different percentages throughout the budget, and why some are higher in regards where we are at in the school year. There is hope that at the end of the transition there will be clarity on the remaining school account line items. Until then, the school has submitted the presented financials to the school district based on the information currently on hand. Jeffrey Hernandez shared his concerns in regards to the school operating from payment to payment and having to front purchases for specific grants.
- **Facilities Report** – NAEP provided their facilities report under the corresponding section of the Monthly Report.
- **Requests for the Board** – Artur Glants made the request for the review, discussion, and approval of items pertaining to PM Wells. A list of these items include:
 - Request for approval of Out of Field Teacher Form as of 10/21/21

MOTION: Motion was made by Mark Grey and seconded by Kay White to approve the September 2021 Financial Report for PM Wells, as presented. Motion was approved unanimously. (4-0, 1)

MOTION: Motion was made by Kay White and seconded by Commissioner Viviana Janer to approve the 10/21/21 Out of Field Form as requested. Motion was approved unanimously. (4-0, 1)

IV. OLD BUSINESS

- **Transition List / Audit from CSUSA for PM Wells** – Kerry Avery shared there is not much to update in regards to the transition. The lawyers are still in discussion to develop the best plan to continue moving forward.
- **Board Governance Training** – Kerry Avery shared her thanks to Mike Steigerwald and Dave Sklarek for completing their review training, as well as her appreciation for Commissioner Janer who will be completing her initial training soon.
- **NAEP Performance Payment Schedule** – Kerry Avery stated she would share the Staff Performance Payment Schedule with the Board once she has received it from NAEP.

V. NEW BUSINESS

- No new business at this time.

VI. PUBLIC COMMENT

- There was no public comment.

VII. ADJOURNMENT

MOTION: Motion was made by Mark Grey and seconded by Kay White to adjourn the October 26, 2021 Charter Board of Trustees for the Education Foundation Osceola County meeting. Motion was approved unanimously. (4-0, 1)


Mike Steigerwald (Dec 17, 2021 10:56 EST)
Mike Steigerwald, Chair

Date: Dec 17, 2021

10.26.21 Ed Foundation Charter Board meeting minutes

Final Audit Report

2021-12-17

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