

MEETING MINUTES

Name of Foundation: Education Foundation Charter Board of Trustees
Board Meeting: Tuesday, May 24, 2022

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:
May 24, 2022	8:02 am	8:53 am	June 28, 2022	8:00 am	S. Giel
Meeting Location:					
Location: Virtual Meeting as voted on by the Charter Board of Trustees meeting dated July 27, 2021.					
Attended by:					
Charter Board Members: Mike Steigerwald, Chair Mark Grey, Vice Chair Catherine (Kay) White, Trustee (late) Dave Sklarek, Trustee Celia Thacker Dorn, Trustee		Other Attendees: Samantha Giel, Education Foundation Kathy Ejnoui, Education Foundation Kerry Avery, Executive Director, Education Foundation Angela Barner, 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 Millie Torres, Assistant Principal, Bellalago Academy Maribel Vallellanes, Senior Account Manager, Osceola School District			
Absent:					

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 and quorum established. Kay White joined the meeting at the School Reports section of the agenda.

Meeting Minutes

- The Board reviewed, discussed and approved the meeting minutes from the April 26, 2022 Charter Board of Trustees meeting.

2022-23 Meeting Schedule with Return to In-Person

- The meeting schedule was presented to the Board to review, discuss, and approve the meeting plan for the upcoming school year. It was suggested, based on current meeting room accommodations, to host the Trustees in-person to establish quorum, with the rest of the attendees meeting virtually to form a hybrid forum.

MOTION: Motion was made by Dave Sklarek and seconded by Mark Grey to approve the April 26, 2022 Education Foundation Charter Board of Trustees Meeting Minutes, as presented. Motion was approved unanimously. (4-0, 1)

MOTION: Motion was made by Mark Grey and seconded by Celia Thacker Dorn to approve the 2022-2023 Education Foundation Charter Board of Trustees Meeting Schedule, with Trustees meeting in-person to establish quorum, as presented. Motion was approved unanimously. (4-0, 1)

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

Charter Renewal Agreement for Bellalago

- Kerry Avery shared with the Trustees the Charter Renewal Agreement was approved, executed, and sent to the district.

Bellalago Charter Management Agreement

- Kerry Avery shared the management agreement for Bellalago was approved, executed, and sent to the district.

Monthly School Reports

- Mike Steigerwald reminded the Trustees that the school reports for both Bellalago and PM Wells were included in the meeting packet. He suggested moving the reports to the individual school sections, in case Trustees have specific questions that relate to the school requests.

III. SCHOOL REPORTS

PM Wells Charter Academy

- **School Report** – NAEP requested to complete their school report and update first due to PM Wells hosting their graduation ceremonies later in the morning. Principal Sardinas updated the Trustees on PM Wells. Outside of the current graduations, FSA testing is almost complete for all students. Enrollment continues to remain around the 640 mark. Summer school will begin the first week of June along with various camps and credit recovery classes. The 21st Century Program will also be running from June 6 to July 1. Lastly, she shared her thanks to the Trustees and Foundation staff for helping make their first year with PM Wells a success. Mike shared his thanks on behalf of the Trustees for her and the teams dedication to the school and the students.
- **Financial Report** – Alex Trujillo presented the financial report for PM Wells. He shared the balance sheet, year-to-date, and monthly PnL for April 2022. He noted total governmental funds ended in a surplus for the quarter. Along with that, ESSER and CARES funds are expected to be returned in May.
- **Requests for the Board** – Jeffrey Hernandez presented the items for review, discussion, and approval pertaining to PM Wells. A list of these items include:
 - **Annual Comprehensive Safety Inspection** – Jeffrey shared the report for review by the Trustees. He also provided an update on the Capital Maintenance Plan for the school and noted it would be provided at the June Charter Board of Trustees meeting. No action is needed for this item.
 - **Alyssa Alert System** – Artur presented to the Trustees the Alyssa Alert System for approval for use in order to be signed by the Chairman and uploaded as a required document for the school district.
 - **Asset Disposal List** – Jeffrey shared with the Trustees the current asset disposal list for PM Wells, which includes items such as laptops and iPads. Mark Grey asked if these items could be sold to the families and students at the school and Jeffrey shared they can be, the family would just have to pay the disposal fee (\$25).
 - **iPad Repair List** – Jeffrey presented the list of iPads needing to be sent for repairs and as well as the total cost of those repairs, \$6,995. No action is needed for this item.
 - **21st Century Final Draft Application** – Artur and the 21st Century Director at PM Wells worked hard on the application to hopefully have funding for 100 students to participate in the program. The school will receive status of the application and funding within 30 days of submission as they notify schools that currently operate a program first.
 - **Recommendation to continue Principal Sardinas contract** – Jeffrey requested an amendment be added to the agenda in regards to approving Principal Sardinas contract. He

presented the recommendation to the Trustees to continue her contract for the 2022-2023 school year based on her current performance at the school.

- **Final Out of Field Report** – Jeffrey presented the final Out of Field Report for the review, discussion, and approval of the Trustees.

MOTION: Motion was made by Mark Grey and seconded by Dave Sklarek to approve the April 2022 Financial Report for PM Wells, as presented. Motion was approved unanimously. (4-0, 1)

MOTION: Motion was made by Mark Grey and seconded by Kay White to approve the use of the Alyssa Alert System for PM Wells, as presented. Motion was approved unanimously. (5-0)

MOTION: Motion was made by Mark Grey and seconded by Dave Sklarek to approve the Asset Disposal List for PM Wells, as presented. Motion was approved unanimously. (5-0)

MOTION: Motion was made by Kay White and seconded by Celia Thacker Dorn to approve the submission of the 21st Century Program Grant for PM Wells, as presented. Motion was approved unanimously. (5-0)

MOTION: Motion was made by Mark Grey and seconded by Dave Sklaerk to amend the agenda to add the Recommendation of Principal Sardinas Contract, as presented. Motion was approved unanimously. (5-0)

MOTION: Motion was made by Kay White and seconded by Dave Sklaerk to approve the continuation of Principal Sardinas contract for PM Wells for the 2022-23 school year, as presented. Motion was approved unanimously. (5-0)

MOTION: Motion was made by Kay White and seconded by Mark Grey to approve the Out of Field Report for PM Wells, as presented. Motion was approved unanimously. (5-0)

Bellalago Academy

- **School Report** – Assistant Principal Millie Torres shared the school updates for Bellalago Academy. Outside of the information submitted in the monthly report, Assistant Principal Torres shared the school was unable to use the grant funding for the HVAC repairs. Kay White asked about several of the Out of Field teachers who were included on the report for several years. Kay asked for an update on their current goals for obtaining their certificates and Assistant Principal Torres was able to provide an update on the teachers and their current status. Two of the teachers had obtained their certificates and are awaiting for them to be updated at the district. Kerry Avery also asked Assistant Principal Torres to provide an update to the Trustees in regards to the man exposing himself while students were at recess. She informed the Trustees the incident occurred two weeks ago and protocol was followed. Kerry Avery stated she had reached out for an update, but one was not provided. As charter holder it is important our board is kept up to date on all school incidents and asked the Foundation be added to the notification list when incidents occur. Assistant Principal Torres apologized for the miscommunication and assured the Foundation would be notified.
- **Financial Report** – Maribel Vallellanes presented the April 2022 financials. She started by presenting the current fund balance for the school. She made note of the current capital outlay fund before proceeding to the statement of revenues and expenditures for April. There is currently a balance in the capital outlay funds that will be transferred to the general fund. Sh shared the details for the monthly PnL for April 2022 for the boards review, discussion and approval.
- **Requests to the Board - Presentation for School Upgrades**
 - **Spring Out of Field Report** – Assistant Principal Millie Torres presented the Spring Out of Field Report during the school report section.
 - **HVAC Upgrade** – Maribel Vallellanes presented the update to the board in regards to grant funding and the HVAC repair cost. Unfortunately the grant was not approved to be submitted, and it is expected to cost around \$529,562 for the entire project. Currently, the Trustees budgeted for \$400,000, so it is recommended to request the remaining funds from

the EFBD up to \$200,000. Celia Thacker Dorn asked if it was known why the grant was not approved for the upgrade and Maribel shared that it was a matter of ownership of the building. The EFBD will meet in June and the funds will be requested at that time. Kay White shared her concern of the EFBD not approving this item and Angela Barner shared that this is basically what the EFBD is there for and should have no reason to deny supporting the repair. No action is required at the this time from the Trustees.

MOTION: Motion was made by Kay White and seconded by Celia Thacker Dorn to approve the Spring Out of Field Report for Bellalago, as presented. Motion was approved unanimously. (5-0)

MOTION: Motion was made by Dave Sklaerk and seconded by Mark Grey to approve the April 2022 Financial Report for Bellalago, as presented. Motion was approved unanimously. (5-0)

IV. OLD BUSINESS

- **Transition List / Audit from CSUSA for PM Wells** – Kerry Avery shared there is no update on the recommendation from the Trustees at the workshop at this time.

V. NEW BUSINESS

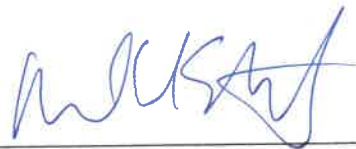
- No new business was brought forward.

VI. PUBLIC COMMENT

- There was no public comment.

VII. ADJOURNMENT

MOTION: Motion was made by Dave Sklarek and seconded by Kay White to adjourn the May 25, 2022, Charter Board of Trustees for the Education Foundation Osceola County meeting. Motion was approved unanimously. (5-0)



Mike Steigerwald, Chair

Date: 6/28/2022