

## MEETING MINUTES

**Name of Foundation:** Education Foundation Charter Board of Trustees

**Board Meeting:** July 26, 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:
July 26, 2022	8:00 am	8:46 am	August 23, 2022	8:00 am	S. Giel
<b>Meeting Location:</b>					
<b>Location:</b> 2310 New Beginnings Road Kissimmee, FL as well as via Zoom as publicized on the Public Notice.					
<b>Attended by:</b>					
<b>Charter Board Members:</b> Mark Grey, Trustee (in person) Catherine (Kay) White, Trustee (in person) Celia Thacker Dorn, Trustee (in person) Dave Sklarek, Trustee (in person)  <b>Absent:</b> Mike Steigerwald, Chair		<b>Other Attendees:</b> Kerry Avery, Executive Director, Education Foundation (in person) Maria Suriel, Finance Director, Education Foundation (virtually) Kathy Ejinoui, Education Foundation (virtually) Fred Hawkins Jr., Education Foundation (in person) Samantha Giel, Education Foundation (in person) Jeffrey Hernandez, NAEP (virtually) Artur Glants, NAEP (virtually) Ivonne Sardinias, PM Wells (virtually) Alex Trujillo, NAEP (virtually) Angela Barner, Senior Account Manager, Osceola School District (virtually) Melanie Cleveland, Bellalago Academy (virtually) Debra Bele, Charter and Choice, Osceola School District (virtually)			

### **I. WELCOME**

#### Call to Order

- Pursuant to public notice, the meeting commenced at 8:00 am with a Call to Order by Mark Grey in place of Chairman Mike Steigerwald, who was absent. Roll call was taken, and quorum established.

#### Meeting Minutes

- The Board reviewed, discussed, and approved the meeting minutes from June 28, 2022, Charter Board of Trustees meeting.

**MOTION:** Motion was made by Celia Thacker Dorn and seconded by Dave Sklarek to approve the June 28, 2022 Charter Board of Trustees Meeting Minutes, as presented. Motion was approved unanimously. (4-0,1)

### **II. BOARD UPDATES – CHAIR MIKE STEIGERWALD AND KERRY AVERY, EDUCATION FOUNDATION**

#### District Communications - Bellalago

- Kerry Avery informed the Trustees that she was able to get in contact with the School District about Bellalago's attendance at the meeting. Assistant Superintendent Mike Allen was able to provide Kerry with an update in regard to the school and their current leadership changes. He shared that Principal Rasmussen had left the district and the new principal for the school would be Ms. Melanie Cleveland.

Ms. Cleveland was also on the call and informed the Trustees that someone would be present from Bellalago between herself and her assistant principals.

Bellalago Leadership Update ~ Welcome Principal Cleveland

- The Board and staff well Ms. Cleveland is the new principal for Bellalago Academy. She has a stellar reputation as a principal in the district and we are excited to have her join the Bellalago team.

Executed Contracts – Bellalago

- Kerry Avery was pleased to share that the executed contracts were received for both the Charter Renewal and the Charter Management.

**III. SCHOOL REPORTS**

Bellalago Academy

- **Monthly School Report** – Principal Cleveland provided a quick update about the school. She has only been onsite for a short couple of weeks, but has been reviewing student testing data and preparing for the upcoming school year. When she arrived, there were currently 20 teacher vacancies, but she has been able to fill half of them and looking to fill the rest before the start of the school year.
- **Financial Report** – Angela Barner joined the call to review Bellalago's year end and monthly financials with the Trustees. She started by sharing the budget amendment for the year end. It includes the February FTE results. The general fund budget was amended to \$8,494,493 to encompass those changes. She then went on to present the monthly financials where she shared the balance sheet and highlighted specific line items including the total assets, liabilities, and fund balance for the school. She also shared the total capital outlay funds for the school and the upcoming projects including the Wi-Fi upgrade, the HVAC upgrade, and a security upgrade. Lastly, Angela brought an update for Mark Grey in regard to the payroll adjustment made from the previous month.
- **Requests to the Board**
  - **School Grades** – Principal Cleveland shared she has been researching the individual student data from the school year. Bellalago met the district average and was slightly below the state average, ending the school year as a "C" school.

**MOTION: Motion was made by Kay White and seconded by Celia Thacker Dorn to approve the second budget amendment, as presented. Motion was approved unanimously. (4-0,1)**

**MOTION: Motion was made by Celia Thacker Dorn and seconded by Dave Sklarek to approve the Year End 2022 Financials, as presented. Motion was approved unanimously. (4-0,1)**

PM Wells Charter Academy

- **Monthly School Report** – Principal Sardinas joined the call to answer any questions in regard to the monthly report and update the Trustees on recent events not included on the report. She shared they have six instructional openings due to three recent resignations. Additionally, she shared enrollment is currently projected at 714 students for the upcoming school year. Teachers have also started professional development for the upcoming school year. They will return to the classroom on July 27 to have time to get their classrooms ready. School orientations are also upcoming for students and parents to meet their teachers, receive their technology devices, and learn about the school and the school procedures. The dual language classes are currently full and the teachers have been trained for the program.
- **Financial Report** – Alex Trujillo joined the call to present the financials for PM Wells. He presented the unaudited yearend financial statements first, highlighting key line items and the fund balance. He shared that the total governmental funds for the 2021-2022 school year was \$6,143,728.00 which was less than the annual budget. Alex reported that the deferred revenue that is listed was due to an overpayment from the District. The district left the money in the account but they would be reducing

the FEFP payments over the next month or two to account for the overpayment. Due to items still pending from the audit, the trustees agreed to that it may be necessary to have a budget amendment presented at a later date.

- **Requests to the Board**

- **School Grades** – Jeffrey Hernandez presented the school grade. PM Wells received a "C" and either met or surpassed the district in every subject except science and middle school exceleration. A large amount of students in middle school will participate in reading initiatives in the new year in hopes to support them as they continue on. Several summer school classes were held to support students prior to the start of the new year.
- **Out of Field** – Jeffrey Hernandez presented the final Out of Field Waiver for the year for approval.

**MOTION:** Motion was made by Kay White and seconded by Celia Thacker Dorn to approve the Year End 2022 Financials, as presented. Motion was approved unanimously. (4-0,1)

**MOTION:** Motion was made by Kay White and seconded by Dave Sklarek to approve the Out of Field Report, as presented. Motion was approved unanimously. (4-0,1)

**IV. OLD BUSINESS**

- **Transition Documents from CSUSA** – Kerry Avery shared an update as provided by the attorney.
- **Equipment Disposal District Process** – Jeffrey Hernandez informed the board he had contacted the district and is abiding by the disposal policy.
- **Loan Update and Discussion** – This item will remain on the agenda until the September 2022 meeting.

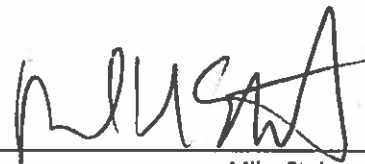
**V. NEW BUSINESS**

**VI. PUBLIC COMMENT**

**VII. ADJOURNMENT**

- The meeting was adjourned at 8:46 am.

**MOTION:** Motion was made by Celia Thacker Dorn and seconded by Dave Sklarek to adjourn the July 26, 2022 Charter Board of Trustees Meeting. Motion was approved unanimously. (4-0,1)



Mike Steigerwald, Chair

Date: \_\_\_\_\_

8/23/22