

MEETING MINUTES

Name of Foundation: Education Foundation Charter Board of Trustees
Board Meeting: Tuesday, December 5, 2017
School(s): Canoe Creek Charter Academy
 PM Wells Charter Academy
 Bellalago 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:
12.05.17	8:07 a.m.	9:59 a.m.	02.01.18	8:00 a.m.	K. Robertson
Meeting Location:					
Education Foundation Office: 2310 New Beginnings Road, Kissimmee, FL 34744					

Attended by:	
Board Members: Pete Edwards, Chairman Dr. George Gant, Vice-Chair Veronica Malolos, Trustee Jo Thacker, Trustee Absent: April Fisher, Trustee (Financial Liaison) Left at 9:04a Veronica Malolos, Trustee	Other Attendees: Pattie Burdick, Charter Liaison, Education Foundation April Williams, Regional Director of Education Tracey Saxon, Principal, Canoe Creek Charter Alan Ramos, Principal, PM Wells Charter Angela Barner, Senior Account, Osceola School District Kerrian Robertson, Governing Board Manager, CSUSA Debbie Von Behren, VP of Strategy, CSUSA Lisanne Morton, Manager of FP&A, CSUSA Anjanie Sukhai, FP&A Analyst, CSUSA Terry Hossack, Facilities Manager, CSUSA Ron LaFoy, ABC Mechanical

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 8:07 a.m. with a Call to Order by Board Chair Pete Edwards. Roll Call was taken and quorum was established.

I. ADMINISTRATIVE

Approval of the Board Meeting Agenda

- The Board reviewed and agreed to the agenda presented for the December 5, 2017 Education Foundation Charter Board of Trustees Meeting.

Approval of October 24, 2017 Minutes

- The Board reviewed the minutes from the October 24, 2017 Board Meeting. The October 24, 2017 minutes was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Jo Thacker and seconded by George Gant to approve the minutes of October 24, 2017 meeting as presented to the Education Foundation Charter Board of Trustees, Osceola County. Motion was approved unanimously. (4-0)(1-absent).

II. BOARD UPDATES – CHAIR

- There were no chairman updates

III. EDUCATION FOUNDATION UPDATES

- The Board and Pattie Burdick discussed the meeting date change for January. The Board agreed to change their board meeting dated from January 23rd to February 1st. The meeting date change was part of the agenda was made a part of these minutes.

MOTION: Motion was made by Veronica Malolos and seconded by George Gant to approve to change the board meeting date from January 23rd to February 1st as discussed at the Education Foundation Charter Board of Trustees, Osceola County. Motion was approved unanimously. (4-0)(1-absent).

IV. OLD BUSINESS

- Pattie Burdick gave an update of the Five Star Award and explained that the Foundation schools are filling out the application and have met the Golden School Award criteria.

V. NEW BUSINESS

Facilities Report for Canoe Creek and PM Wells

- The Board reviewed the facilities report presented by Ron LaFoy for both Canoe Creek and PM Wells. Mr. LaFoy outlined the need to replace the A/C controls and chiller at Canoe Creek and the controls at PM Wells. He further explained that the life expectancy for a commercial A/C unit is about 12-15 years. The Board asked Mr. LaFoy to submit a plan with scope and specification for additional bids for the A/C project, and to return to the February 1st meeting with the plan and bids received. The Board also requested Terry Hossack to return to the February 1st board meeting with a facilities report for both schools showing equipment wear/tear, maintenance, life expectancy, and cost of repair/replacement. The facilities report for both Canoe and Creek and PM Wells was part of the agenda and was made a part of these minutes.

VI. FINANCIALS

Canoe Creek Q1 Financial Report

- The Board reviewed and discussed the Canoe Creek Q1 financial report with Anjanie Sukhai and Lianne Morton, and all questions were answered by Ms. Morton. The Canoe Creek Q1 financial report was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by George Gant and seconded by Jo Thacker to approve the Canoe Creek Q1 financial report as presented to the Education Foundation Charter Board of Trustees, Osceola County. Motion was approved unanimously. (3-0)(2-absent).

PM Wells Q1 Financial Report

- The Board reviewed and discussed the PM Wells Q1 financial report with Anjanie Sukhai and Lianne Morton, and all questions were answered by Ms. Morton. The PM Wells Q1 financial report was part of the agenda and was made a part of these minutes.
- The Board agreed to defer the discussion of the amended budget for both Canoe Creek and PM Wells to their February 1st board meeting. The amended budget should show all mitigation of the enrollment shortfall, Title I funding, and the budgetary impact of the

proposed A/C project for each school; they would like to see where the cuts are coming from, and a plan to reduce the deficit.

- The Board requested to have the amended budget for both Canoe Creek and PM Wells to be sent to them no later than 01.17.18 for Board review and feedback.
- The Board is also requesting for representation from CSUSA to discuss the A/C project.

MOTION: Motion was made by Jo Thacker and seconded by George Gant to approve the PM Wells Q1 financial report as presented to the Education Foundation Charter Board of Trustees, Osceola County. Motion was approved unanimously. (3-0)(2-absent).

Bellalago Academy Q1 Financial Report

- The Board reviewed and discussed the Bellalago Academy Q1 financial report with Angela Barner, and all questions were answered by Ms. Barner. The Bellalago Academy Q1 financial report was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Jo Thacker and seconded by George Gant to approval the Bellalago Academy Q1 financial report as presented to the Education Foundation Charter Board of Trustees, Osceola County. Motion was approved unanimously. (3-0)(2-absent).

VII. CSUSA/SCHOOL REPORTS

NWEA Fall Results

- Both Principal Ramos and Saxon shared their school's NWEA fall results, and all questions were answered by the principals. The NWEA fall results were part of the agenda and were made a part of these minutes.

Staff Survey Results

- Both Principal Ramos and Saxon shared their school's staff survey results which outlined the participation rate among staff, the top results, and the areas of opportunity. The staff survey results were part of the agenda and were made a part of these minutes.

Canoe Creek and PM Wells Dashboard

- Both Principal Ramos and Saxon also shared their updated dashboard presentation which included the NWEA results, staff survey, and updated enrollment. All questions were answered by the principals. The Canoe Creek and PM Wells dashboards were part of the agenda and were made a part of these minutes.

VIII. BELLALAGO SCHOOL REPORT

Bellalago Academy School Report

- The Board reviewed the Bellalago Academy school report. The Bellalago school report was part of the agenda and was made a part of these minutes. The report highlighted:
 - Enrollment of 1330 of a budgeted 1326
 - December 8th Winter Dance
 - December 15th Winter Concert
 - December 18th SAC Committee

IX. PUBLIC COMMENTS

- There were no public comments

X. ADJOURNMENT

Chairman Pete Edwards adjourned the Education Foundation Charter Board of Trustee, Osceola County Board Meeting at 9:59 a.m. on December 5, 2017.



Pete Edwards, Chairman

Date: FEB 1, 2018