

## MEETING MINUTES

**Name of Foundation:** Education Foundation Charter Board of Trustees  
**Board Meeting:** Tuesday, July 28, 2020

**School(s):** Canoe Creek Charter Academy  
PM Wells Charter Academy  
Bellalago 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 28, 2020	8:01am	9:55am	July 28, 2020	8am	R. Weaver
<b>Meeting Location:</b>					
<b>On-Site Location:</b> Telephonic Meeting pursuant to Governor DeSantis Executive Order 20-69 dated March 20, 2020					
<b>Attended by:</b>					
<b>Charter Board Members:</b> Mike Steigerwald, Chair Veronica Malolos, Vice Chair Mark Grey, Treasurer Catherine (Kay) White, Trustee Dave Sklarek, Trustee			<b>Other Attendees:</b> Kerry Avery, Executive Director, Education Foundation Marc Clinch Chief Facilities Officer, Facilities Services SDOC Amber White, Ed Foundation Board Liason Alan Ramos, Principal, PM Wells and Canoe Creek Charter Academy Rita Weaver, Senior Governing Board Manager Dr. Eddie Ruiz, State Director Lane Morris, Area Director Chris Kober, Regional Facility Manager Lisanne Morton, Finance Manager, CSUSA Angela Barner, Sr. Accountant, Osceola School District		
<b>Absent:</b> none					

### **CALL TO ORDER**

Pursuant to public notice, the meeting commenced at 8:01am with a Call to Order by Chairman Mike Steigerwald. Roll call was taken, and quorum established.

#### **I. ADMINISTRATIVE**

- The board reviewed the June 23, 2020 Charter Board of Trustees Meeting Minutes.

**MOTION: Motion made by Mark Grey and seconded by Veronica Malalos to approve the June 23, 2020 Charter Board of Trustees Meeting Minutes, as presented. Motion was approved unanimously. (5-0)**

#### **II. BOARD UPDATES - CHAIR**

- There were no updates.

#### **III. EDUCATION FOUNDATION UPDATES**

- Amber White updated the board on the PM Wells Renewal Application and was getting additional information from Principal Ramos and Mrs. Rita Weaver from CSUSA. It was stated that the deadline for this information to the school district is the beginning of October.

#### **IV. SCHOOL REPORTS**

**Bellalago**

*Charter Board of Trustees of the Education Foundation of Osceola County*

June 30, 2020 Bellalago Financial Review

- Angela Barner reviewed the June 30, 2020 Bellalago Financial Review noting fund balance and change overall. Ms. Barner cited savings from substitutes, over time and other areas. The board asked about student funding with digital learning. Ms. Barner explained that the funding stays with the school if digital learning is selected, however, not with virtual learning. All questions were answered by Ms. Barner.

**MOTION: Motion was made by Kay White and seconded by Mark Grey to accept the Bellalago June 30, 2020 Financial Review, as presented. Motion was approved unanimously.**

**Canoe Creek**

FY20 Year End Financial Review and Budget Amendment II

- Lianne Morton presented the FY20 Year End financials and the Budget Amendment II financial review for Canoe Creek Charter School to the board noting the positive contribution to the fund balance due to the mitigation of the budget as well as the \$ 217,104 CSUSA Financial Contribution. Financial support from CSUSA is based on an estimated final cash needs and currently represents an estimate that will be evaluated and is subject to change based on the final audited financial review.

**MOTION: Motion was made by Mark Grey and seconded by Kay White to accept the FY20 Financial Review and Budget Amendment II for Canoe Creek Charter School, as presented. Motion was approved unanimously.**

**PM Wells**

FY20 Year End Financial Review and Budget Amendment II

- Lianne Morton presented the FY20 Year End financials and the Budget Amendment II financial review for PM Wells Charter Academy to the board noting the positive contribution to the fund balance as well as the variances to the budgeted amounts. Ms. Morton stated that negotiations with the transportation along with utilities were contributors to the positive fund balance. All questions were answered by Ms. Morton.

**MOTION: Motion was made by Mark Grey and seconded by Veronica Malalos to accept the FY20 Financial Review and Budget Amendment II for PM Wells Charter Academy, as presented. Motion was approved unanimously.**

End of Year Update and Summer Plans

- Mr. Ramos updated the board on end of year update on PM Wells and the Summer Bridge opportunities at PM Wells.

Governing Board Policy on Re-Opening

- Dr. Eddie Ruiz State Director reported to the board the Re-Opening plan that had been accepted by Osceola District. The board discussed the re-opening plan and that CSUSA is monitoring the data and as of the date of the board meeting, the plan is to open with three models and follow the district calendar to change the re-opening date.

**MOTION: Motion was made by Veronica Malalos and seconded by Mark Grey to approve the Governing Board policy on Re-Opening Policy and Plan, as presented. Motion was approved unanimously.**

2020-21 Instructional Model Survey and Spring Survey

- Alan Ramos, Principal of PM Wells Charter Academy, his parent surveys as to which choice of either in-person, blended, or mobile for school in August. All questions were answered by Mr. Ramos.

DOE CSP Request

- The board reviewed the CSP Grant due to COVID and the tech allowance. The grant will be used for remote learning and access.

**MOTION: Motion was made by Kay White and seconded by Dave Sklarek to approve the DOS CSP Budget Form, as presented. Motion was approved unanimously.**

Salary Allocation

- Rita Weaver reviewed the HB641 summary with the board and discussed the salary allocation plan. The board discussed bring forward the plan at the August meeting as that is before the submission deadline.

**V. CSUSA REPORTS**

- There were no other CSUSA Reports.

**VI. OLD BUSINESS**

Parking Lot PM Wells

- Mark Clinch presented to the board a proposal from the SDOC to redo the PM Wells Parking Lot and adjacent shared space. The Board discussed the cost and proposal of the parking lot project and requested a workshop to further discuss the need for additional RNR, along capital issues and reserve.

2020-21 School Calendar

- The Board discussed SDOC changing their calendar and noted that PM Wells Charter Academy will follow the district.

**VII. NEW BUSINESS**

- There was no new business.

**VIII. PUBLIC COMMENTS**

- There were no public comments.

**IX. ADJOURNMENT**

**MOTION: Motion was made by Veronica Malolos and seconded by Dave Sklarek to adjourn the July 28, 2020 Charter Board of Trustees for the Osceola Education Foundation meeting. Motion was approved unanimously.**

  
\_\_\_\_\_  
Mike Steigerwald, Chair

Date: 10/26/20