

**MEETING MINUTES**

**Name of Foundation:** Education Foundation Charter Board of Trustees  
**Board Meeting:** Tuesday, August 25, 2020

**School(s):**  
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:
August 25, 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 Amber White, Ed Foundation Board Liason Jonathan Rasmussen, Principal Bellalago 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 David Azzarito, VP Human Resources, CSUSA		
<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. Veronica Malolos asked that the spelling of her name be corrected.

**MOTION: Motion made by Mark Grey and seconded by Veronica Malolos to approve the July 28, 2020 Charter Board of Trustees Meeting Minutes, as edited. 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 that in conversations with Rita Weaver from CSUSA advised the board that a motion to engage CSUSA in the renewal process had not been made. Ms. White informed the board that with the exception of a few emails from Mr. Ramos that essentially all of the emails referencing the renewal dating back to July 14, 2020 have went unanswered and that the information is still needed and referenced Article III of the contract for which the information to be provided. Ms. Weaver apologized and

advised the board that CSUSA would send the historical data. Ms. Weaver reminded the board that CSUSA has a renewal team that manages this process for CSUSA and that our board would need to make the motion to engage the Management Company and also, the management agreement expires at the end of this year. Part of the renewal process is a "look forward" of the school with forecasting and budgeting implications. Without a management renewal CSUSA would need details from the board and it would be difficult for CSUSA to create the projections if they are not going to be managing the school. Ms. Kay White asked, "If we request assistance with the renewal, we cannot get it without the management agreement ahead of time?" Ms. Weaver said that is not the case but that the renewal process involves the future look and therefore without an extension of the Management Agreement it would be difficult for CSUSA to assist with the forward looking sections of the application and that those details would need to be provided from the board. Kerry Avery advised that the Board Attorney had advised that it would be in the Board's best interest to RFQ the Management of PM Wells Charter Academy and that process would not be completed prior to the due date of the renewal application. Mrs. Weaver advised that she would need to get CSUSA's position on providing projects because they do not typically provide them if they are not managing the school. The Board discussed whether the Foundation could do that and Ms. Avery said yes they could.

**MOTION: Motion was made by Veronica Malolos and seconded by Mark Grey to engage CSUSA's renewal staff to engage in the charter renewal process for PM Wells Charter Academy.**

**MOTION: Motion was made by Veronica Malolos and seconded by Mark Grey to amend above motion to include a request for a 15-year charter renewal. Motion was approved unanimously. (5-0)**

**MOTION: Motion was made by Veroinica Malolos and seconded by Mark Grey to engage CSUSA to assist with the renewal application and request 15 years charter renewal for PM Wells Charter Academy. Motion was approved unanimously. (5-0)**

#### IV. SCHOOL REPORTS

##### Bellalago

###### FY21 Final Budget Review

- Angela Barner reviewed the FY21 Financial Budget Review for Bellalago noting fund balance and variances compared to prior year. Ms. Barner stated that there are \$717,518 in capitol projections to be completed and they were either budgeted for, in the facility assessment or projects from last year that rolled over to this year. All questions were answered by Ms. Barner.

**MOTION: Motion was made by Mark Grey and seconded by Kay White to accept the Bellalago FY1 Final Budget Review, as presented. Motion was approved unanimously. (5-0)**

##### PM Wells

###### FY21 Final Budget Review

- Lisanne Morton presented the FY21 Financial Budget review for PM Wells Charter Academy noting fund balance variances compared to prior year. Mr. Grey asked about the \$61,000 adjustment to the beginning fund balance. Ms. Morton it is from the prior year and that she will find out and get back to us. Mr. Gery asked for a breakdown of the fund balance. Ms. Morton explained that the restricted amount as of July 30, 2020 was \$232,000 plus \$67,000 allocated for the FY 2021 year and unrestricted is \$240,000. The Board discussed the line items for clarification and requested a breakdown of the Marketing line item to see what items are covered by the total listed in the budget and were informed by Ms. Weaver that CSUSA would be making a marketing presentation during the September meeting and the boards questions would be

answered. Mr. Grey also asked for a breakdown of the Facility line item by dollar amounts instead of just a list of services, Ms. Weaver verified with Ms. Morton that the facility breakdown could be provided and that she would gather that information for our board, explaining that it is a budgeted amount per bucket at this point. Mr. Grey asked for a schedule of maintenance items for this year outside of routine maintenance, Mrs. Weaver advised the board that she would verify and circle back to the board but did not think there were any projects planned in the budget but that we would send a breakdown of the Facility Line item on the budget.

**MOTION: Motion was made by Mark Grey and seconded by Dave Sklarek to accept the FY21 Final Budget Review for PM Wells Charter Academy, as presented. Motion was approved unanimously. (5-0)**

Salary Allocation

- Dr. Eddie Ruiz, State Director, CSUSA, reviewed HB641 for the requirements and allocations for the teacher salary plan with percentages of increases across all certified teaching staff at PM Wells Charter School. Mr. Grey asked about the flip flopping of some of the salaries and it was explained that some teachers will be up for merit pay if approved in October and that will allow for more separation on the pay scaele. Mrs. Kay White mentioned a stipend for teachers teaching digital classes. Dr. Ruiz said he would check into that.

**MOTION: Motion was made by Mark Grey and seconded by Kay White to approve the HB641 Teacher Salary Allocation for PM Wells Charter Academy, as presented. Motion was approved unanimously. (5-0)**

**V. CSUSA REPORTS**

- There were no other CSUSA Reports.

**VI. OLD BUSINESS**

- There was no old business

**VII. NEW BUSINESS**

- There was no new business.

**VIII. PUBLIC COMMENTS**

- The Board discussed with Principal Rasmussen the beginning of the school opening. Mr. Rasmussen discussed the numbers of students participating with the various models. Dr. Ruiz updated the Board on PM Wells Charter Academy. The board asked how many students came to school the first day versus mobile learning. Dr. Ruiz provided the in-person count and the board was informed that they would receive an update with the mobile count for the first day once researched. Ms. Avery requested the CARES details for the technology grant and the numbers breakdown of the different models.

**IX. ADJOURNMENT**

**MOTION: Motion was made by Veronica Malolos and seconded by Dave Sklarek to adjourn the August 25, 2020 Charter Board of Trustees for the Osceola Education Foundation meeting. Motion was approved unanimously.**

  
Mike Steigerwald, Chair

Date: 10/26/20