

## MEETING MINUTES

**Name of Foundation:** Education Foundation Charter Board of Trustees  
**Board Meeting:** Tuesday, April 27, 2021

**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.*

<b>Date:</b>	<b>Start</b>	<b>End</b>	<b>Next Meeting:</b>	<b>Next time:</b>	<b>Prepared by:</b>
April 27, 2021	8am	8:44am	May 25, 2021	8am	R. Weaver
<b>Meeting Location:</b>					
<b>On-Site Location:</b> Virtual 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 Mark Grey, Treasurer Dave Sklarek, Trustee Catherine (Kay) White, Trustee			<b>Other Attendees:</b> Kerry Avery, Executive Director, Education Foundation Samantha Giel, Education Foundation Rita Weaver, Senior Governing Board Manager Dr. Eddie Ruiz, State Director Lane Morris, Area 3 Deputy Director Lisanne Morton, Finance Director Penny Walcott, Florida Finance Director Stephanie Smith, Sr. Financial Analyst Alan Ramos, Principal PM Wells Charter Academy		
<b>Absent:</b>					

### **CALL TO ORDER**

Pursuant to public notice, the meeting commenced at 8:00am with a Call to Order by Chairman Mike Steigerwald. Roll call was taken, and quorum established.

#### **I. ADMINISTRATIVE**

##### Meeting Minutes

- The Board reviewed the meeting minutes from March 23, 2021.

**MOTION:** Motion was made by Mark Grey and seconded by Kay White to approve the March 23, 2021 Charter Board of Trustees for the Ed Foundation Meeting Minutes, as edited. Motion was approved unanimously. (4-0)

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

- Kay White updated the board on the visit to the school with the WozED program and had an opportunity to discuss the curriculum with the teachers, students, and staff at Palmetto Elementary School. It is the hope to bring this program to PM Wells Charter Academy.

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

- Kerry Avery, Foundation Executive Director, updated the board that Amber White has resigned and are currently recruiting a replacement.

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

#### IV. SCHOOL REPORTS

##### **Bellalago Academy**

###### Q3 FY21 Financial Review

- Angela Barner updated the board on the Q3 FY21 Financials for Bellalago Charter Academy. Ms. Barner reported that funding should remain the same and updated the board on potential capital improvements projects including painting.

**MOTION: Motion was made by Mark Grey and seconded by Dave Sklarek to approve the Q3 FY21 Financials for Bellalago Charter Academy, as presented. Motion was approved unanimously. (4-0)**

##### **PM Wells**

###### Q3 FY21 Financial Review

- Lianne Morton updated the board on the Q3 FY21 Financials for PM Wells Charter Academy.

**MOTION: Motion made by Mark Grey and seconded by Kay White to approve the Q3 FY21 Financial Review for PM Wells Charter Academy, as presented. Motion was approved unanimously. (4-0)**

- Alan Ramos, Principal of PM Wells, updated the board on the school. He shared the school will be very busy in the upcoming weeks as testing will be taking place, as well as planning for summer school, as it will begin shortly after the end of the 2020-2021 school year. Recruitment events will also be taking place to encourage enrollment over the break. Kay White asked a question about current enrollment and Alan shared the school is currently at 730, but plans to meet their anticipated enrollment next year of 770. Kay White also asked what the enrollment process looks like, and does that include special needs students. Alan stated they have 21 students being evaluated and about 7% of the population is considered ESE. Rita Weaver shared their process once the students are accepted and shared the policy later on the meeting would cover Kay's question in more detail.

###### SY2021-2022 Calendar

- The Board reviewed the SY2021-2022 calendar for PM Wells Charter Academy. Rita Weaver noted that the calendar follows the Osceola School District calendar.

**MOTION: Motion was made by Kay White and seconded by Mark Grey to approve the SY2021-2022 calendar for PM Wells Charter Academy, as presented. Motion was approved unanimously. (4-0)**

###### Security Coverage

- The Board reviewed the current security coverage with the Osceola Sheriff's Office and a quote was provided for an outside guardian vendor, currently the district is not allowing guardians, but are considering it. The school is awaiting notification from the Sheriff's office.

**MOTION: A motion was made by Mark Grey and seconded by Dave Sklarek to approve the Alyssa Law Alert compliance form for security coverage for the SY2021-2022, as presented. Motion was approved unanimously. (4-0)**

Enrollment Policy

- The Board reviewed the Enrollment Policy which meets the statute and contract requirements for PM Wells Charter Academy.

**MOTION: A motion was made by Mark Grey and seconded by Kay White to approve the Enrollment Policy for PM Wells Charter Academy for the SY2021-2022, as presented. Motion was approved unanimously. (4-0)**

HVAC and Facilities Update

- Chris Kober updated the board on the HVAC repairs and that the school is waiting to hear from the insurance adjuster to approve the claims. Mr. Kober is expecting to hear back this week.
- Mr. Kober is waiting on the last quote for the bathroom project. Mr. Kober is anticipating receiving this week.

**V. CSUSA REPORTS**

- Dr. Eddie Ruiz updated the board on the New American Hero event and that last year a finalist was from PM Wells Charter Academy. This year's winner was from a sister Osceola County school and the next event will be earlier in the upcoming year, close to October.
- Dr. Ruiz also reiterated that the management agreement is currently being reviewed with the attorneys.

**VI. OLD BUSINESS**

Parent Facilitator

- The board discussed appointing Kerry Avery as the parent facilitator for PM Wells Charter Academy.

**MOTION: A motion was made by Mark Grey and seconded by Dave Sklarek to appoint Kerry Avery as the parent facilitator for PM Wells Charter Academy, as presented. Motion was approved unanimously.**

**VII. NEW BUSINESS**

FY21 Audit Engagement Letter

- The Board reviewed the FY21 Audit Engagement Letter from Moss, Krusick, & Associates, LLC.

**MOTION: Motion was made by Mark Grey and seconded by Dave Sklarek to approve the FY21 Audit Engagement Letter from Moss, Krusick, & Associates, LLC to the Ed Foundation Charter Board of Trustees as presented. Motion was approved unanimously. (4-0)**

VIII. PUBLIC COMMENTS

IX. ADJOURNMENT

**MOTION: Motion was made by Mark Grey and seconded by Dave Sklarek to adjourn the April 27, 2021 Charter Board of Trustees for the Education Foundation Osceola County meeting. Motion was approved unanimously. (4-0)**

  
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Mike Steigerwald, Chair

Date: 05/25/2021