

MEETING MINUTES

Name of Foundation: Education Foundation Charter Board of Trustees

Board Meeting: Tuesday, February 22, 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:
February 22, 2022	8:01 am	8:58 am	March 22, 2022	8:00 am	S. Giel
Meeting Location:					
Location: Virtual Meeting as voted on by the Charter Board of Trustees meeting dated July 27, 2021.					
Attended by:					
Charter Board Members: Mike Steigerwald, Chair Mark Grey, Vice Chair Catherine (Kay) White, Trustee Dave Sklarek, Trustee Absent: Jonathan Rasmussen, Principal, Bellalago Academy		Other Attendees: Kerry Avery, Executive Director, Education Foundation Samantha Giel, Education Foundation Maria Suriel, Education Foundation Kathy Ejnoui, Education Foundation Fred Hawkins Jr., President, Education Foundation Angela Barner, Senior Account Manager, Osceola School District Ivonne Sardinias, Principal, PM Wells Charter Academy Jeffrey Hernandez, CEO, National Academic Educational Partners Alejandro Trujillo, National Academic Educational Partners Artur Glants, National Academic Educational Partners Debra Bele, Educational Choices and Innovations, Osceola School District			

I. ADMINISTRATIVE

Call to Order

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

Meeting Minutes

- The Board reviewed, discussed and approved the meeting minutes from January 25, 2022 Charter Board of Trustees meeting.

MOTION: Motion was made by Mark Grey and seconded by Dave Sklarek to approve the January 25, 2022 Education Foundation Charter Board of Trustees Meeting Minutes, as presented. Motion was approved unanimously. (4-0)

II. BOARD UPDATES – CHAIR MIKE STEIGERWALD AND EF EXECUTIVE DIRECTOR KERRY AVERY

Trustee Celia Thacker Dorn Appointed

- Mike Steigerwald shared of the appointment of Celia Thacker Dorn to the Education Foundation's Charter Board of Trustees. She will begin her training shortly in order to start her service for the March meeting.

Charter Renewals Agreement for Bellalago

- Kerry Avery shared the School District is preparing the agreement to be sent over. From there, she will share with the Trustees to review and for Mike Steigerwald to sign. She congratulated Bellalago on the entire renewal process and achievements of the school.

Monthly School Report

- Mike Steigerwald asked for the Trustees to present any questions they had in regards to the Monthly Reports submitted by the schools within the packets. The Trustees did not have any questions.

III. SCHOOL REPORTS

Bellalago Academy

- **School Report** – A representative was unable to attend the meeting on behalf of Bellalago. The Trustees requested a formal letter be sent to Bellalago requesting an alternative representative attend the meetings due to Principal Rasmussen having a conflicting meeting.
- **Financial Report** – Angela Barner joined the call to present the financials. She shared the balance sheet and highlighted specific line items such as the total assets, liabilities, and fund balance for the school. As for the statement of revenues, she shared the October FTE numbers came in at 1190.58 for a per student average of \$7,286.50. She shared she will be presenting a budget amendment during the March meeting. She responded to questions brought forward during the last meeting, including providing updates on the anticipated facilities maintenance upgrades that will be needed in the coming years. She also shared the painting and paving projects at the school have been completed.
- **Requests to the Board - Presentation for School Upgrades**
 - **Teacher Salary Increase** – Angela Barner shared the increases have been set in place. The district had provided an email notification that she will forward for the Trustees to review.
 - **Wi-Fi Upgrade** – Angela shared the plan to upgrade the wi-fi can begin, but she is working on confirming the final numbers for the project to present at the March meeting.
 - **HVAC Upgrade** – Angela shared the HVAC upgrade will be needed but is working to ensure funds are available for this project and when the best time to implement is as it will cost close to the \$400,000 range.

MOTION: Motion was made by Mark Grey and seconded by Kay White to approve the January 2022 Financial Report for Bellalago, as presented. Motion was approved unanimously. (4-0)

PM Wells Charter Academy

- **School Report** – Principal Sardinas updated the Trustees on PM Wells. Enrollment remains to stay around the 640 mark. There still is a teacher opening in the science department, but students are still on track to take their end of course exams to receive their credits. In the upcoming weeks the school will be hosting a community reach out event at the Ice Factory. There will be different levels for parents and families to participate at. They also just hosted a parents Valentine's Dance where they could bring their students and drop them off to enjoy dinner time alone in the cafeteria. They hope to continue these activities moving forward. Along with that, before and after school tutoring has started taking place to help students in their core areas of school. Parent meetings took place for students at risk of falling behind. Overall, the students are thriving and there is hopes to increase enrollment moving forward into the next year. A question was raised by Kay White regarding PM Wells implantation plan for teacher salary increases following the release of the school district's plans to increase teacher salaries. Jeffrey Hernandez shared that while they are not required to mirror the teacher salary increases, he will be having a meeting with Alex Trujillo to see if there are any gaps currently for PM Wells employees and work to find a solution. He shared they also would be providing the teacher salary scale at the March meeting.

- **Financial Report** – Alex Trujillo presented the financial report for PM Wells. He shared the balance sheet, year-to-date, and month-to-month PnL for January 2022. He noted revenues are slightly lower than projected, but the school is waiting for several reimbursements for the 21st Century grant and the ESSER grants. The January capital outlay was also lower than expected, so an adjusted budget will be presented at the March meeting. Expenditures were standard for the month.
- **Requests for the Board** – Jeffrey Hernandez presented the items for review, discussion, and approval pertaining to PM Wells. A list of these items include:
 - **Revised Alarm System Funds Request** – Artur Glants presented a revised quote from ADT as requested by the Trustees. They are able to provide everything as requested and came in under budget, so the full grant will be able to be utilized for this project. Jeffrey Hernandez shared with the Trustees that although there was approval at the meeting, the school must wait until the security grant award letter comes in to make the purchase.
 - **HVAC Repair Funds Request** – Artur Glants shared that after the maintenance team visited the location, they noticed the original quoted replacement job could not be completed for less than \$10,000. The new plan of action is to replace the compressor of the unit, which will buy a couple years for the unit, for \$3,657. It was stated there is no reason to replace the entire unit for \$10,000 as there is no guarantee the portable will be able to last the length of the life of the HVAC unit.

MOTION: Motion was made by Mark Grey and seconded by Kay White to approve the January 2022 Financial Report for PM Wells, as presented. Motion was approved unanimously. (4-0)

MOTION: Motion was made by Mark Grey and seconded by Kay White to approve the revised proposal from ADT for the PM Wells Alarm System. Motion was approved unanimously. (4-0)

MOTION: Motion was made by Mark Grey and seconded by Kay White to approve the HVAC repair of \$3,657 for the portable. Motion was approved unanimously. (4-0)

IV. OLD BUSINESS

- **Transition List / Audit from CSUSA for PM Wells** – Kerry Avery shared the auditors are still waiting to receive the final financial documents for the July and August timeframes to complete the transition of PM Wells. The auditors have requested those items several times, but the Foundation is hoping to find resolution before getting involved legally.
- **NAEP Performance Payment Schedule** – Kerry Avery stated she would share the Staff Performance Payment Schedule with the Board once she has received it from NAEP.

V. NEW BUSINESS

- **Principal Mid-Year Evaluation** – Jeffrey Hernandez shared traditionally a mid-year evaluation is shared with the Trustee board during the March meeting. He shared a presentation would be provided, including strengths and strongpoints, as well as room for improvements.
- **Notification** – Representative Hawkins wanted to make the Trustees aware that School Board Member Arguello invited parents from PM Wells to come before the school board during open comment to share their opinions and concerns related to the PM Wells change in management company. After conversation with our attorney, it has been decided there will not be a representative present. We will keep the Trustees abreast of any further development.

VI. PUBLIC COMMENT

- There was no public comment.

VII. ADJOURNMENT

MOTION: Motion was made by Mark Grey and seconded by Dave Sklarek to adjourn the February 22, 2022, Charter Board of Trustees for the Education Foundation Osceola County meeting. Motion was approved unanimously. (4-0)



Mike Steigerwald, Chair

Date: _____

