

MEETING MINUTES

Name of Foundation: Education Foundation Charter Board of Trustees
Board Meeting Date: January 28, 2025

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:
January 28, 2025	8:32am	9:18am	February 25, 2025	8:30 am	Savannah Bellovin
Meeting Location:					
Location: 2310 New Beginnings Road, Kissimmee, FL as well as via Zoom as publicized on the Public Notice.					
Attended by:					
Charter Board Members (in person): Mike Steigerwald, Chair Catherine (Kay) White, Trustee Jason Allen, Trustee		Other Attendees: Kerry Avery, Executive Director, Education Foundation (in person) Maria Suriel, Finance Director, Education Foundation (virtually) Kathy Ejniuoi, Program Director, Education Foundation (virtually) Savannah Bellovin, Charter Liaison, Education Foundation (in person) Alex Trujillo, NAEP (virtually) Angela Barner, SDOC Director of Finance – Bellalago (virtually) Illiana Rosado, PM Wells Assistant Principal (virtually) Melanie Cleveland, Bellalago Principal (virtually) Jennie Gil De Lamadrid, SDOC (virtually) Jeffrey Hernandez, NAEP (virtually) Jazmin Burgos, NAEP (virtually) Jason Fulford, Northwestern Mutual (in-person)			
Virtual: Chad Jones, Trustee					
Absent:					

I. WELCOME

Call to Order

- Pursuant to public notice, the meeting commenced at 8:32am with a Call to Order by Chair Mike Steigerwald. Roll call was taken, and quorum established.

Meeting Minutes

- The Board reviewed, discussed, and approved the meeting minutes from December 3, 2024, and December 23, 2024, Charter Board of Trustees meeting.

MOTION: Motion was made by Kay White and seconded by Jason Allen to approve the December 3, 2024 and December 23, 2024 Charter Board of Trustees Meeting Minutes, as presented. Motion was approved unanimously. (4-0,0)

Charter Board of Trustees of the Education Foundation Osceola County

II. BOARD UPDATES – CHAIR MIKE STEIGERWALD AND KERRY AVERY, EDUCATION FOUNDATION

- Onboarding Trustee – Jason Fulford
 - Ms. Avery introduced Mr. Fulford to the board. She noted he has expressed his interest in joining as a trustee and will be working on the steps for onboarding. Mr. Fulford shared he was glad to be at the meeting and is looking forward to serving the community.
- PM Wells Facility
 - Mr. Steigerwald explained at the last charter board of trustees meeting, they voted to recommend to the Education Foundation Board of Directors, to sell the building due to the challenges that have been evolving over the last several years. He noted the trustees will keep the schools abreast of any updates as they come.

III. SCHOOL REPORTS

Bellalago Academy

- **Monthly School Report** – Principal Cleveland shared updates including testing, events, athletics, and maintenance requests. She noted the HVAC repairs will be starting the first week of February, ending early April. She explained some challenges that are having with their front lobby, along with some furniture in some offices and in the lobby. She shared they would be bringing quotes for refurbishment to the next meeting.
 - **Out of Field Waiver Report** – The Out of Field waiver report was presented to the trustees for their review, discussion, and approval.
- **Bellalago Financial Report**
 - **December 2024 Financial Report** – Ms. Angela Barner presented the December 2024 Financial Report for Bellalago Charter Academy. She shared information about the balance sheet including updates to the general fund, expenditures, special revenue, capital outlay, and total governmental funds. She explained and highlighted details in the total governmental funds' column. She also detailed the revenues, total expenditures, and a positive total fund balance. She explained that since the school remained a B, the school did not receive the school recognition funding that they had budgeted for. She noted this would be adjusted on the next budget amendment. The Trustees then called for review, discussion, and approval.
 - **October Schedule of Grant Activity** – Ms. Angela Barner presented the Schedule of Grant Activity to the Trustees for review, discussion, and approval.

Bellalago Presents to the Board

- **2024-25 Budget Amendment** – Ms. Barner presented the 2024-25 Budget Amendment to the trustees for their review. She explained the district has not submitted the FTE counts for October. Ms. Barner explained she provided this report just for the trustee's review and questions in the meantime and would submit the official amendment once they receive the finalized FTE numbers.

MOTION: Motion was made by Kay White and seconded by Jason Allen to approve the Out of Field Report, as presented. Motion was approved unanimously. (4-0,0)

MOTION: Motion was made by Jason Allen and seconded by Kay White to approve the December 2024 Financial Report and the December Schedule of Grant Activity, as presented. Motion was approved unanimously. (4-0,0)

PM Wells Charter Academy

- **Monthly School Report** – Mr. Hernandez shared the principals report as Ms. Rosado was having technical difficulties. Mr. Hernandez noted the current enrollment of the school is 399. He also highlighted updates including staffing needs, PM2 Data, upcoming events, and athletics.

- **Out of Field Report** – The Out of Field report was presented to the trustees for review, discussion, and approval.
- **PM Wells Financial Report - Alex Trujillo**
 - **December 2024 Financial Review** – Mr. Trujillo presented the December 2024 Financial Report for PM Wells. He shared information about the balance sheet including updates to the general fund, expenditures, special revenue, capital outlay, and total governmental funds. The Trustees then called for review, discussion, and approval.
 - **Schedule of Grant Activity** – Mr. Hernandez presented the Schedule of Grant Activity to the Trustees for review, discussion, and approval.
 - **Reserve Loan Report** – The reserve loan report was not provided.
- **PM Wells Presents to the Board –**
 - **2024-25 Budget Amendment** – Mr. Hernandez shared the budget amendment is based on the current enrollment, although the FTE counts have not been finalized yet. He explained he wanted to provide this amendment for the trustee's review to understand the effect the enrollment has had on the budget and will provide the finalized amendment at the next meeting with the official FTE counts.

MOTION: Motion was made by Jason Allen and seconded by Kay White to approve the Out of Field Report, as presented. Motion was approved unanimously. (4-0,0)

MOTION: Motion was made by Kay White and seconded by Jason Allen to approve the December 2024 Financials and Schedule of Grant Activity, as presented. Motion was approved unanimously. (4-0,0)

IV. OLD BUSINESS

- NAEP Contract Deliverables Checklist

V. NEW BUSINESS

PUBLIC COMMENT

VI. ADJOURNMENT

- The meeting was adjourned at 9:18am, with a motion from Jason Allen and seconded by Mike Steigerwald.


Mike Steigerwald, Chair

Date: 02/25/2025