

## MEETING MINUTES

**Name of Foundation:** Education Foundation Charter Board of Trustees  
**Board Meeting Date:** September 23, 2025

**School(s):** Bellalago 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:      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------|-------------------|
| September 23, 2025                                                                                                                                    | 9:00am | 10:00am                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | October 28, 2025 | 9:00 am    | Savannah Bellovin |
| <b>Meeting Location:</b>                                                                                                                              |        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                  |            |                   |
| <b>Location:</b> 2310 New Beginnings Road, Kissimmee, FL as well as via Zoom as publicized on the Public Notice.                                      |        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                  |            |                   |
| <b>Attended by:</b>                                                                                                                                   |        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                  |            |                   |
| <b>Charter Board Members (in person):</b><br>Mike Steigerwald, Chair<br>Catherine (Kay) White, Trustee<br>Chad Jones, Trustee<br>Jason Allen, Trustee |        | <b>Other Attendees:</b><br>Kerry Avery, Executive Director, Education Foundation (in person)<br>Savannah Bellovin, Project Manager, Education Foundation (in person)<br>Maria Suriel, Finance Director, Education Foundation (virtually)<br>Kathy Ejniuoi, Program Director, Education Foundation (virtually)<br>Melanie Cleveland, Bellalago Principal (virtually)<br>Angela Barner, SDOC Director of Finance – Bellalago (virtually)<br>Jennie Gil de Lamadrid, SDOC (virtually) |                  |            |                   |
| <b>Virtual:</b>                                                                                                                                       |        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                  |            |                   |
| <b>Absent:</b>                                                                                                                                        |        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                  |            |                   |

### **I. WELCOME**

#### Call to Order

- Pursuant to public notice, the meeting commenced at 9:00am with a call to order by Chair Mike Steigerwald. Roll call was taken, and quorum was established.

#### Meeting Minutes

- The Board reviewed, discussed, and approved the meeting minutes from the August 26, 2025 Charter Board of Trustees meeting.

**MOTION:** Motion was made by Kay White and seconded by Chad Jones to approve the August 26, 2025 Charter Board of Trustees Meeting Minutes, as presented. Motion was approved unanimously. (4-0,0)

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

- **Audit Update** – Ms. Avery shared the audit is close to being completed. She noted there are a few outstanding items that the auditors need to complete the draft for PM Wells, and we have received the draft for Bellalago yesterday.

**SCHOOL REPORTS**

Bellalago Charter Academy

- **Monthly School Report** – Principal Cleveland provided updates on Bellalago's events and activities. She highlighted the school's main concerns, including the implementation of the new ESE hub, the 40-79% model, and a drop in enrollment of approximately 52 students. She noted that adjustments to the 40-79% model have been challenging for students. Her primary concern is student safety, particularly for those who tend to elope. She shared that she is working closely with Michelle Henninger to ensure students are properly supported and placed. Principal Cleveland also mentioned that she had communicated her safety concerns regarding the campus to the Facilities Department; however, because the campus is fenced, Facilities did not express significant concern. She remains worried that students may climb or go over the fencing. Trustee Jones offered to speak with the Facilities Department to explore ways to provide additional support.
  - **Out of Field Report** – Principal Cleveland shared the Out of Field Report to the trustees for their review and discussion.
- **Bellalago Financial Report**
  - **August 2025 Monthly Financial Report** – Ms. Barner presented the August 2025 Financial Report for Bellalago Charter Academy. She noted that the report is pre-budget amendment and reflects the most recently approved budget. Ms. Barner reviewed the balance sheet and the statement of revenue, expenditures, and changes in fund balance. She highlighted updates to the general fund, including changes in revenue, expenditures, and the ending fund balance.
  - **August 2025 Budget Report by Project** – Ms. Barner explained this is a report to provide information in a more understandable layout. This item does not require trustee approval.
  - **2025-26 Budget Amendment** – Ms. Barner presented the budget amendment for the 2025-26 fiscal year. She noted that the amendment is based on a current enrollment of 1,022 students, a decrease of 68 from the projected 1,090, requiring over \$500,000 in budget reductions. Trustee Steigerwald inquired about the reason for the enrollment decline. Ms. Barner explained that the decrease reflects a district-wide trend, influenced by students aging out, families moving from the area, and new funding for homeschooling options. The report was presented to the trustees for their review, discussion, and approval.
- **Bellalago Presents to the Board**
  - **2025-26 Salary Increase Allocation Distribution Plan** - Ms. Barner outlined the plan for how the school intends to use the state allocation. She noted that the proposed salary increases align with the district-wide 2% increase for all employees.

**MOTION:** Motion was made by Jason Allen and seconded by Chad Jones to approve the August 2025 Financial Report, as presented. Motion was approved unanimously. (4-0,0)

**MOTION:** Motion was made by Kay White and seconded by Mike Steigerwald to approve the 2025-26 Budget Amendment, as presented. Motion was approved unanimously. (4-0,0)

**MOTION:** Motion was made by Jason Allen and seconded by Kay White to approve the 2025-26 Salary Increase Allocation Distribution Plan, as presented. Motion was approved unanimously. (4-0,0)

**III. OLD BUSINESS**

- There were no items to discuss.

**IV. NEW BUSINESS**

- There were no items to discuss.

**V. PUBLIC COMMENT**

- Trustee Steigerwald encouraged attendees to stay informed on developments in Tallahassee, noting potential changes to property taxes that could impact the local area.

**VI. ADJOURNMENT**

- The meeting was adjourned at 10:00am.

  
Mike Steigerwald, Chair

Date: 10/28/2025