

MEETING MINUTES

Name of Foundation: Education Foundation Charter Board of Trustees
Board Meeting: Tuesday, August 29, 2017
School(s): Canoe Creek Charter Academy
 PM Wells Charter Academy
 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:
08.29.17	8:12 a.m.	10:13 a.m.	09.26.17	8:00 a.m.	K. Robertson
Meeting Location:					
Education Foundation Office: 2310 New Beginnings Road, Kissimmee, FL 34744					

Attended by:	
<p>Board Members: Pete Edwards, Chairman Dr. George Gant, Vice-Chair April Fisher, Trustee (Financial Liaison)</p> <p>Arrived: Jo Thacker, Trustee 8:20a Veronica Malolos, Trustee 8:25a</p>	<p>Other Attendees: Pattie Burdick, Charter Liaison, Education Foundation Dr. Sonia Esposito, Exec Director-Charter Schools, Osceola School District, April Williams, Regional Director of Education Tracey Saxon, Principal, Canoe Creek Charter Alan Ramos, Principal, PM Wells Charter Dr. Jonathan Rasmussen, Principal, Bellalago Academy Angela Barner, Senior Accountant, Osceola School District Kerrian Robertson, Governing Board Manager, CSUSA Anjanie Sukhai, Sr. Financial Analyst, CSUSA Lisanne Morton, Manager of FP&A, CSUSA David Dubbin, Director of FP&A, CSUSA David McKnight, VP of Enrollment, CSUSA</p>

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 8:13 a.m. with a Call to Order by Board Chair Pete Edwards. Roll Call was taken and quorum was established.

I. ADMINISTRATIVE

Approval of the Board Meeting Agenda

- The Board reviewed and agreed to the agenda presented for the August 29, 2017 Education Foundation Charter Board of Trustees Meeting

Approval of July 26, 2017 Minutes

- The Board reviewed the minutes from the July 26, 2017 Board Meeting

MOTION: Motion was made by George Gant and seconded by April Fisher to approve the minutes of July 26, 2017 meeting as presented to the Education Foundation Charter Board of Trustees, Osceola County. Motion was approved unanimously. (3-0)(2 absent).

II. BOARD UPDATES – CHAIR

Annual Meeting:

Election of Officers

- The Board discussed the slate of officers of the charter board.
 - Pete Edwards – Chairman
 - Dr. George Gant – Vice-chair
 - April Fisher – Trustee - Financial Liaison
 - Jo Thacker – Trustee
 - Veronica Malolos – Trustee

MOTION: Motion was made by George Gant and seconded by April Fisher to approve the current slate of officers as presented to the Education Foundation Charter Board of Trustees, Osceola County. Motion was approved unanimously. (3-0)(2 absent).

Governance Training

- Pattie Burdick reminded both Jo Thacker and Veronica Malolos that they are due for their two-hour governance refresher training October 28th.

Appointment of the 2017-18 Parent Facilitator

- The Board reviewed and discussed the role of the parent facilitator for both Canoe Creek and PM Wells.
- The Board added Bellalago 2017-18 Parent Facilitator appointment

MOTION: Motion was made by Jo Thacker and seconded by George Gant to approve Pattie Burdick as the 2017-18 Parent Facilitator for Canoe Creek, PM Wells, and Bellalago as presented to the Education Foundation Charter Board of Trustees, Osceola County. Motion was approved unanimously. (5-0).

MOTION: Motion was made by Veronica Malolos and seconded by April Fisher to amend the agenda to add the approval of the conflict of interest form as presented to the Education Foundation Charter Board of Trustees, Osceola County. Motion was approved unanimously. (5-0).

Approval of the Conflict of Interest Form

- The Board reviewed and discussed the Foundation's conflict of interest form.

MOTION: Motion was made by Veronica Malolos and seconded by George Gant to approve the conflict of interest form as presented to the Education Foundation Charter Board of Trustees, Osceola County. Motion was approved unanimously. (5-0).

III. EDUCATION FOUNDATION UPDATES

- Pattie Burdick requested the SIP from each of the three schools before the September charter board meeting.

IV. OLD BUSINESS

- There was no old business to discuss

V. NEW BUSINESS

Approval of the 2017-18 Student/Parent Handbook for Canoe Creek and PM Wells

- The Board reviewed and discussed the 2017-18 Student/Parent Handbook for Canoe Creek and PM Wells, and was told that the handbook presented is a standardize statewide template that would be updated with the schools' specific information.

MOTION: Motion was made by April Fisher and seconded by Jo Thacker to approve the 2017-18 Student/Parent Handbook for Canoe Creek and PM Wells with amendments to page 19-20 to reflect the approved changes from the October 2016 school attire policy as discussed at the Education Foundation Charter Board of Trustees, Osceola County. Motion was approved unanimously. (5-0).

VI. FINANCIALS

CSUSA FY2017-18 Final Budget for Canoe Creek

- The Board reviewed the CSUSA FY2017-18 Final Budget for Canoe Creek Charter Academy with Lisanne Morton.

MOTION: Motion was made by April Fisher and seconded by Jo Thacker to approve the CSUSA FY2017-18 Final Budget for Canoe Creek subject to a future amendment to account for FTE count, Title one and E-rate funds as presented to the Education Foundation Charter Board of Trustees, Osceola County. Motion was approved unanimously. (5-0)

CSUSA FY2017-18 Final Budget for PM Wells

- The Board reviewed the CSUSA FY2017-18 Final Budget for PM Wells Charter Academy with Lisanne Morton.

MOTION: Motion was made by April Fisher and seconded by Jo Thacker to approve the CSUSA FY2017-18 Final Budget for PM Wells subject to a future amendment to account for FTE count, Title one and E-rate funds as presented to the Education Foundation Charter Board of Trustees, Osceola County. Motion was approved unanimously. (5-0)

Bellalago FY2017-18 Final Budget

- The Board reviewed the Bellealago Academy FY2017-18 Final Budget with Angela Barner.

MOTION: Motion was made by Veronica Malolos and seconded by Jo Thacker to approve the Bellalago FY2017-18 Final Budget as presented to the Education Foundation Charter Board of Trustees, Osceola County. Motion was approved unanimously. (5-0)

VII. CSUSA/SCHOOL REPORTS

2017-18 Academic Plan for Canoe Creek and PM Wells

- Principal Tracey Saxon shared the 2017-18 Academic Plan for Canoe Creek, and explained that the goal is to attain an A letter grade for the current school year.
- Principal Alan Ramos shared the 2017-18 Academic Plan for PM Wells, and explained that the goal is to attain a higher B letter grade for the current school year.
- Both principals explained that an update of their initiatives will be shared at the October charter board meeting.

Enrollment Updates

- Principals Saxon and Ramos presented the enrollment updates for Canoe Creek and PM Wells.

VIII. BELLALAGO SCHOOL REPORT

Bellalago Academy School Report

- Principal Jon Rasmussen presented the Bellalago Academy school report which highlighted:
 - Enrollment of 1315 of a budgeted 1326
 - The school focus on English Language Learners and students with disabilities
 - Parent Academy scheduled for September 11th

IX. PUBLIC COMMENTS

- The principals of Canoe Creek and PM Wells took this time to expressed their gratitude to the board members for attending the 2017 CSUSA Summit in Orlando, and each board member received a gift bag as a token of appreciation.

X. ADJOURNMENT

Chairman, Pete Edwards adjourned the Education Foundation Charter Board of Trustee, Osceola County Board Meeting at 10:13 a.m. on August 29, 2017.



Pete Edwards, Chairman

Date: SEPT 26, 2017