

**Minutes of Board Meeting
August 18, 2020
6 p.m.**

The meeting was held via ZOOM video chat. Board members in attendance were Adil Khan, Melissa Devlin, Trish Buchanan, Elizabeth Kerns, Jill Haladay, Michael Peeples, Luke Markham, Chandra Frederick, Stephanie Colon, Jason Welling, Janice Jones, Karli Hughes and Mike Brossart. Staff members present included Deborah Sulsona, Cindi Parker-Pearson, Stacy Williams-Myers, Mary Holjes and John Burton. Guests present were Matt Hinton and Danease Horne.

Approval of Minutes

Chandra Frederick chaired the meeting and called it to order at 6:00 p.m. Mike Brossart moved to approve the minutes of the May 19, 2020 Board meeting. Trish Buchanan seconded the motion and it passed unanimously.

PUBLIC COMMENT

None (The public notice stated to contact John Burton for Zoom information)

Installation of New Board Members

Chandra Frederick inducted two new board members, Matt Hinton and Danease Horne. We welcome both to the Board. Chandra Frederick also inducted the new slate of officers:

President: Luke Markham

1st Vice President: Mike Brossart

2nd Vice President: Trish Buchanan

Treasurer: Elizabeth Kerns

Secretary: Karli Hughes

Luke Markham took over as chair of the meeting. John Burton presented a thank you plaque to Chandra Frederick for her service as Board President. Janice Jones' name was left off the nominating committee's list of term renewals. Chandra moved to approve Janice Jones for a 3-year term. Mike Brossart seconded the motion and it passed unanimously.

Parents Report

This year will be very different for Mary's role as Resource Parent. She is brainstorming ways to interact with families while adhering to social distancing requirements. She will hold the monthly parent meetings via Zoom. We will not have a Fall Festival or Holiday Party this year. We should still have school pictures done but maybe later than usual. If you have any suggestions on ways we can connect with parents, let Mary know.

Financial Report

Mike Brossart presented the financial report for the 12 months ending June 30, 2020. We ended the year with about \$50k in a net surplus which is about \$90k better than the prior year. Revenue was just under budget for charter school and about \$125k over the prior year while Birth to Three was flat to budget and just over the

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prior year. Total revenue was about \$18k less than budget and \$128k over the prior year. Total expenses were about \$55k under budget.

The Birth to Three program received a 35% cut in United Way funding which is about \$73k. To submit a revised budget to United Way, we cut expenses by re-arranging some Birth to Three staff over to Charter School, reduced the Birth to Three secretary/Billing Clerk's hours and reduced one Early Interventionist from full-time to part-time. We also did not include the half of a year salary for the Executive Director position once John Burton retires at the end of the year. If the Board of Directors decides to fill the Executive Director position for the second half of the fiscal year, we may need to utilize the surplus from the year just completed and draw from cash to fund it. Janice Jones made a motion to approve the revised Birth to Three budget as presented. Chandra seconded the motion and it passed unanimously.

Development Report

We received a \$10k grant at the end of last fiscal year that we were able to use to help fund our technology needs to better serve students in the classroom as well as if we have to conduct distance learning again. We held a FaceBook campaign to request Kindle Fires to be donated and we were able to get about 75 Kindles through that. We used the aforementioned grant to purchase an additional 50 kindles. Stacy received notification that we should receive \$10k from the United Community Relief Fund for the Birth to Three program. Stacy has a meeting scheduled with Danielle Drummond, the new CEO of Lakeland Regional Health to discuss the corroboration with our Birth to Three program.

The Development Committee met prior to the Board meeting. We will postpone the Top Chef event to April 12, 2021 (mark your calendars!) at the RP Funding Center. The committee will make a final decision whether to keep it at the RP Funding Center or change the venue/format of the Top Chef event by November 2020.

The Development Committee is reviewing a list of donors who gave \$1,000 or more last year and identifying those with whom they have a relationship. Stacy will also forward that list to the full Board. She would like to set up in-person or phone meetings with past donors we have a relationship with in order to make formal asks for donations.

Principal's Report

School starts back next Monday! Kids have been out of school for over five months. Cindi met with Teachers and Therapists last week to review what we did for the unplanned distance learning at the end of last school year and what to do differently if we have to do it again. The most important thing was to familiarize students with the electronic devices now and begin using them in the classroom so that the transition would be more smooth.

Staff have returned this week. Cindi and Laurie Turner, RN (school nurse) are meeting with all staff in small group settings to discuss our usual policies and procedures with a heavy emphasis on COVID-19. Cindi also went over all the new environmental precautions that we are taking.

We currently have 141 students ready to begin school on Monday. We have some openings but will be able to fill them fairly quickly. Some parents just weren't ready to make a decision about returning right away so we are giving them some time. We will not have the all-student orientation. Instead, teachers are meeting with parents individually this week. Luke asked if we felt our FTE funding will be impacted. Cindi stated that the state has said districts and schools will be "held harmless." However, we plan to be full for both the October and February FTE counts.

Executive Director's Report

John thanked Cindi for all her long hours and efforts this summer to get the charter school ready to open!!

We have received an offer on the 540A land from Suncrest. Luke Markham has reviewed the contract and Chandra Frederick signed it. Thank you to both. John feels this contract has the most skin in the game and has the best chance of going through to completion.

We had a large limb fall at the Bartow campus that affected the front fence and overhang. Thank you to Steve Earley for his help in getting someone in to remove the tree as well as some other tree trimming. A portion of the fence will need to be replaced.

Our annual United Way partner agreement needs to be approved by the Board of Directors. John has reviewed the agreement and there are no significant changes from the previous agreement. Mike Brossart moved to approve signing the agreement with United Way. Karli seconded the motion and it passed unanimously.

Our annual USF Early Steps agreement for our Birth to Three program to provide Part C services is also up for renewal. Janice Jones moved to approve signing the agreement with Early Steps. Mike Brossart seconded the motion and it passed unanimously.

Committee Reports

All Board Members need to send in their committee preferences to John or Luke so that assignments can be made.

Unfinished Business

None

New Business

None

The meeting was adjourned at 7:04 pm.

Respectfully submitted,

Deborah Sulsona
Administrative Services Manager