

MEETING MINUTES

Name of Foundation: Southwest Charter Foundation, Inc.

Board Meeting: October 7, 2020

School(s):

Bonita Springs Charter School

Collier Charter Academy

Gateway Intermediate Charter School

Manatee Charter School

Cape Coral Charter School

Gateway Charter School

Gateway Charter High School

Six Mile 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:
October 7, 2020	12:34pm	1:10pm	November 10, 2020	1030am	R. Weaver
Meeting Location:					
Telephonic/Virtual Meeting pursuant to Governor DeSantis Executive Order 20-69 dated March 20, 2020					
Attended by:					
Board Members: Ken Haiko, Chairman Dennis Clark, Vice-Chairman Billie Miller, Director John O'Brien, Director Paul Sallarulo, Director Pat Smith, Director Tom Wheeler, Treasurer Absent: none			Other Attendees: Levi Williams, Board Attorney Rita Weaver, Board Governance Manager, CSUSA Dr. Patrick Galatowitsch, Area Director Dr. Eddie Ruiz, State Director Bianca Strader, Marketing Manager Samantha Martin, Marketing Manager		

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 12:34 pm with a Call to Order by Chairman Ken Haiko. Roll call was taken, and quorum established.

I. ADMINISTRATIVE

Approval of the September 16, 2020 Southwest Charter Foundation, Inc. Board Meeting Minutes

- The board reviewed the meeting minutes.

MOTION: Motion was made by Paul Sallarulo and seconded by Dennis Clark to approve the Meeting Minutes from the September 16, 2020 Southwest Charter Foundation, Inc. Board meeting, as presented. Motion was approved unanimously. (7-0)

II. CSUSA REPORTS

School RE-Opening Update

- Dr. Eddie Ruiz updated the Board on re-opening and that there will be some second quarter shifts as we have the possibility of achieving 100% As and Bs at all CSUSA managed schools and all the Renaissance Charter School, Inc. schools. Dr. Eddie Ruiz also updated the board on salary allocation plan being filed with the DOE and we are awaiting feedback, collaboration with Osceola county on protocols for COVID, and that all OWLS have been delivered to all the schools. We are now fully open with all three models at all the schools.
- The Board will review and receive the NWEA/iReady Winter to Fall assessment data at the November board meeting.

Marketing

- Bianca Strader, South Florida Marketing Manager, presented to the board the 2020-21 Marketing Plan and the customized work Ms. Strader has done with each school. The Board also discussed the data metrics and analysis that CSUSA is tracking and the formula that can capture what metrics we need to analysis in order to increase enrollment. The data analysis of this will be presented at the next board meeting.
- Ms. Kim Zambito, Principal at Collier Charter Academy reported out on the school's marketing plan and the customization that the plan has including working with community leaders and local parent groups and bloggers to showcase what the school can offer as well as social media metrics that will ultimately help improve enrollment at the school. Ms. Zambito also share the school's profile and identity and how the market is unique to the school and surrounding community.
- The Board will receive and review October FTE Count at the November board meeting as well as the Marketing Plan to recruit and retain teachers.

III. FINANCE

FY20 Audited Financial Review

- Cindy Calvert, Keefe McCullough Audit Partner, reviewed the audited results for FY20. The Audit firm issued an unmodified opinion of the FY20 Financial Results for the schools in the Southwest Charter Foundation, Inc. The Board reviewed the results, as presented, and Ms. Calvert advised that there were no matters considered a material weakness, no incorrect statements and no schools in the Southwest Charter Foundation, Inc. portfolio are in a financial emergency. The firm is now continuing work on Bond Audits, the Form 990, and the Consolidated Audit for Southwest Charter Foundation, Inc.

MOTION: A motion was made by Dennis Clark and seconded by Billie Miller of to approve the FY20 Audited Financial Review of the portfolio of schools of Southwest Charter Foundation, Inc., as presented. Motion was approved unanimously.

IV. OLD BUSINESS

- Board Attorney Levi Williams updated the board on the property/parking issue at Bonita Springs Charter School. The board discussed the hearing that Mr. Williams attended, and

the allegations made by the property owner and the school/Principal. Lee County Sheriff's Office conducts all the directing of traffic during drop off and pick up and have made accommodations to ensure that the lanes of traffic are clear. Pick up and drop off take approximately 30 minutes during each session. There has been no response from property owner and has initiated an attempt to levy a special assessment against the school which is in contradiction of the agreement with the Board. Mr. Williams will keep the board apprised of any potential litigation and the Board intends to conduct itself accordingly.

V. NEW BUSINESS

Out of Field Waiver

- The Board reviewed the out of field waivers included in the packet. Ms. Miller requested a staffing update for the next meeting on current vacancies, percentage of certified teachers by school, and number of teachers by school on accommodations due to COVID19.

MOTION: A motion was made by Tom Wheeler and seconded by Paul Sallarulo to approve the out of field and ESOL waivers, as presented. Motion was approved unanimously.

VI. PUBLIC COMMENTS

- There were no public comments.

VII. ADJOURNMENT

MOTION: Motion was made by Dennis Clark and seconded by Paul Sallarulo to adjourn the Southwest Charter Foundation, Inc. September 16, 2020 board meeting. Motion passed unanimously.



Ken Haiko, Chairman

Date: 11-10-2020