



# GOVERNING BOARD MINUTES

## *Regular Meeting*

### City of Cape Coral Charter School Authority Governing Board

Oasis Middle School - Cafeteria  
Tuesday, February 14, 2023

#### 1. Call to Order

Chairman Dr. Guido Minaya

A Regular Meeting of the City of Cape Coral Charter School Authority Governing Board of Lee County, Florida, met on Tuesday, February 14, 2023 at Oasis Middle School - Cafeteria, 3507 Oasis Blvd., Cape Coral, FL 33914. Chair Minaya called the meeting to order at 5:32p.m.

#### 2. Moment of Silence

Chair Minaya

#### 3. Pledge of Allegiance to the Flag of the United States of America

Chair Minaya

#### 4. Roll Call

Chair Minaya, Vice Chair Melissa Rodriguez Meehan, Mykisha Atisele, Michael Campbell, Kristifer Jackson, Keith Long, District 6, Neal Saiz. Parent representative: Jennifer Hoagland, OHS/SAC

Also Present: Jacquelin Collins, Superintendent

Elizabeth Cannon, Assistant Principal, OHS

Donnie Hopper, Principal, OMS

Dr Brianne Romano, Assistant Principal OMS

Marybeth Grecsek, Principal, OES

Carrie Abes, Assistant Principal, OES

Kevin Brown, Principal, OEN  
Mark Moriarty, Assistant City Attorney  
Mark Mason, Finance Director, CCC  
Crystal Feast, Deputy Finance Director, CCC  
Andrea Clark, Senior Accountant, CCC  
Damon Grant, Public Works/Facilities Project, CCC  
Gary Cerny, Foundation President  
Lori McLain, Oasis STEM Facilitator  
Amy Pawlowski, Educator, OMS  
Jane Deroches, Educator, OMS

5. **Approval of Minutes**

*Motion made by Member Rodriguez Meehan, Second by Member Jackson to Approve the Minutes of the Charter School Authority Regular Governing Board Meeting held on Tuesday, January 17, 2023. Unanimous. Motion Carried*

6. **Approval of Regular Agenda Meeting**

*Motion made by Member Jackson, Second by Member Rodriguez Meehan to Approve the Regular Governing Board Meeting Agenda, on Tuesday, February 14, 2023 as presented. Unanimous. Motion Carried*

7. **Public Comment**

No Activity

8. **Consent Agenda**

*Motion made by Member Rodriguez Meehan, Second by Campbell to Approve the Consent Item as Presented. UNANIMOUS*

*8A. "Request for Approval of the City of Cape Oasis Charter Schools Teacher Out-of-Field Notification School Year 2022-2023" - Superintendent Collins*

9. **Superintendent's Report**

- STUDENT ACTIVITY: Oasis TSA Student presentation and demonstration before state competition in Orlando.
- BUDGET: reviews are finalizing with workshops starting in April.
- PORTABLES: PO has been issued and formal shop drawings in-processing
- ELEMENTARY PLAYGROUNDS: PM has been assigned to project and vendor in place
- A/C TRANE: a/c parts are in and will be installed at OEN by next week of 02/17/23
- AUDIT 2021-22 LETTER: a response has been sent (deadline March 3, 2023)
- SLA AGREEMENTS: meeting with city departments to finalize

- CLIMATE SURVEY RESULTS: Overall satisfied major points, (1) worker shortage (2) consistency in service and (3) building upkeep since Hurricane Ian
- PROFESSIONAL DUTY: attended the Horizon Council luncheon with Dr Minaya and networked with local executives and community leaders.

10. **City Manager's Report**

Mark Mason, Director of Finance

- SLAs in final stages with department heads and teams
- OEN Projects/Damon Grant: most work stabilizing and following spring schedule, plans are to add minimum 2 extra staff to maintenance/custodial team to cover charter school needs.

11. **Chairman's Report**

- Clarification regarding any impacts of the recent Chapter 26 revision on governing board activities: per Mark Moriarty, Assistant City Attorney, City of Cape Coral, all board member's terms remain as reflected on the board appointment sheet. However, board reorganization will take place in November.

12. **Foundation Report**

*Gary Cerny, Foundation President*

- Foundation Par-Tee is March 10 from 5:00-9:00pm at Tropical Breeze Fun Center
- Lighthouse Awards dinner - April 21 all are invited
- Foundation grants to schools are currently on hold until the new year.
- Football fields development talks are moving quickly and will hopefully have an update by next meeting.

13. **Staff Comment**

No Activity

14. **Unfinished Business**

14A: Motion made by Member Jackson, Second by Member Rodriguez Meehan to Approve the CHARTER SCHOOL AUTHORITY BUDGET WORKSHOP #1 on Tuesday, April 11, 2023 at 4:00p.m. at Oasis Elementary South-Cafeteria, 3415 Oasis Blvd., Cape Coral, FL 33914 - Kassandra Penner, Senior Management/Budget Analyst

14B: Motion made by Member Jackson, Second by Member Rodriguez Meehan to Approve the CHARTER SCHOOL AUTHORITY **BUDGET WORKSHOP #2** on Tuesday, May, 09, 2023 at 4:00p.m. at Oasis Elementary South-Cafeteria, 3415 Oasis Blvd., Cape Coral, FL 33914 - Kassandra Penner, Senior Management/Budget Analyst

15. **New Business**

*No Activity*

16. **Final Board Comment and Discussion**

**MINAYA:** Congrtaulated TSA Team on their presentation and wished them Good Luck at state competition in Orlando.

**RODRIGUEZ MEEHAN:** Enjoyed student presentation and all the hard work and passion teachers and students put into making our system a great place to work and learn.

**ATISELE:** Glad to hear AC is restored at Oasis North. Very proud and impressed with student work for TSA competition.

**JACKSON:** Congratulated TSA team and the teachers that encourage and support all students. Glad Oasis North has cool air again.

**LONG:** Congratulated TSA students on great presentation and wishes them good luck at state comptetion in Orlando. Impressed with students and teachers engagement at all schools.

**SAIZ:** Thanked the Foundation for their amazing support of charter school activities and student/teacher needs.

17. Time and Date of Next Meeting

The next Regular Governing Board Meeting will be held on Tuesday, March 14, 2023 at 5:30p.m., at Oasis Elementary South - Cafeteria, 3415 Oasis Blvd., Cape Coral, FL 33914

18. Adjournment

The Governing Board Regular Meeting adjourned at 6:24 p.m.

Respectfully Submitted,

Kathleen Paul-Evans

Charter School Authority Board Secretary

BOARD  
APPROVED

MAR 14 2023

CITY OF CAPE CORAL  
CHARTER SCHOOL AUTHORITY

Secretary

Date of approval