



## **AGENDA**

### **REGULAR MEETING OF THE CAPE CORAL CHARTER SCHOOL GOVERNING BOARD**

**Tuesday, February 13, 2024**

**Oasis Elementary SOUTH - School Cafeteria, 3415 Oasis Blvd., Cape Coral, FL 33914**

**5:30 PM**

**1. CALL TO ORDER**

A. Kristifer Jackson, Chair

**2. MOMENT OF SILENCE:**

A. Kristifer Jackson, Chair

**3. PLEDGE OF ALLEGIANCE:**

A. Kristifer Jackson, Chair

**4. ROLL CALL:**

A. Mykisha Atisele, Kristifer Jackson, Keith Long, Dist 6, Karen Michaels, Dr Guido Minaya, Charles Pease, Cathy Stout. Parent Representatives: Jennifer Hoagland/OHS, Gregor Schade/OMS, Jose Soto/OES, Caroline Rouzeau/OEN

**5. APPROVAL OF MINUTES:**

A. Request for Approval of the Minutes of the Regular Governing Board Meeting on Tuesday, December 12, 2023

**6. APPROVAL OF AGENDA REGULAR MEETING:**

A. Request for Approval of the Agenda for the Regular Governing Board Meeting, February 13, 2024

**7. PUBLIC COMMENT:**

A. Public Comment is limited to three(3) minutes per individual; 45 minutes total comment time.

**8. CONSENT AGENDA:**

A. Request for Acceptance and Approval of the City of Cape Coral Oasis Charter Schools Instructional Calendar School Year (SY)

2024-2025

- B. Request for Acceptance and Approval of the City of Cape Coral Charter School Authority Governing Board Meeting Dates School Year (SY) 2024-2025
- C. Request for Acceptance and Approval of the Oasis Elementary School South Year 6 Safety and Security of School Buildings TAPS-24A097 Grant in the Amount of \$12,989.61 Which is Based on FY23 4th Count FTE.
- D. Request for Acceptance and Approval of the Oasis Elementary School North Year 6 Safety and Security of School Buildings TAPS-24A097 Grant in the Amount of \$11,461.08 Which is Based on FY23 4th Count FTE.
- E. Request for Acceptance and Approval of the Oasis Middle School Year 6 Safety and Security of School Buildings TAPS-24A097 Grant in the Amount of \$12,472.56 Which is Based on FY23 4th Count FTE
- F. Request for Acceptance and Approval of the Oasis High School Year 6 Safety and Security of School Buildings TAPS-24A097 Grant in the Amount of \$11,248.19 Which is Based on FY23 4th Count FTE
- G. Request for Acceptance and Approval of the Students Against Violence Everywhere (SAVE) Promise Club Grant in the Amount of \$500.00, Which is to be Used to Purchase Materials to Successfully Create and Host Activities that Empower Oasis Middle School Students to Take an Active Role in School Safety and Prevention of Violence
- H. Request for Acceptance and Approval of the Greater Fort Myers Chamber of Commerce Foundation Education Grant in the Amount of \$500.00, Which is to be Used for the Purchase of Flexible Seating in Oasis Elementary South School Classrooms

**9. SUPERINTENDENT REPORT:**

- A. Jacquelin Collins, Superintendent, Oasis Charter Schools

**10. CITY MANAGER REPORT:**

- A. Mark Mason, Director of Finance, City of Cape Coral

**11. CHAIRMAN REPORT:**

- A. Kristifer Jackson, Chair
- B. Review of the Cape Coral Charter School Authority Governing Board Bylaws - 0111 -NAME, 0113-ADDRESS, 0114-SEAL, 0118-PURPOSE OF THE BOARD, 0121-RESPONSIBILITIES AND AUTHORITY OF THE BOARD, 0121-FINANCIAL EMERGENCIES, 0122-BOARD POWERS.

**12. FOUNDATION REPORT:**

- A. Gary Cerny, Foundation President

**13. STAFF COMMENT:**

**14. UNFINISHED BUSINESS:**

- A. Request for Approval of the Adjusted City of Cape Coral Oasis Charter Schools Employee ADD PAY Codes Updated January 2024

**15. NEW BUSINESS:**

- A. Request for Approval of the Oasis Middle School, #4171, Class Size Reduction Compliance Plan SY 2023-2024, Which is a brief Explanation of the School's Plan to Meet Class Size Requirements for the 2024 October FTE Student Survey, Pursuant to Section 1003.03, F.S.
- B. Request for Approval of the Addition of One (1) Cape Coral Charter Schools Bus Driver Position to be Added to the Adopted Budget FY 2024-2026 .
- C. Request for Approval to Allocate Reserves in the Total Amount of \$702,096.00, Which is to be Used for the City of Cape Coral Charter School Authority Employee Bonuses Scheduled for FY 2024

**16. FINAL BOARD COMMENT AND DISCUSSION:**

**17. TIME AND DATE OF NEXT MEETING**

- A. The Next Regular Governing Board Meeting will be held on Tuesday, March 12, 2024 at 5:30p.m., at City Council Chambers, 1015 Cultural Park Blvd., 33990

**18. ADJOURNMENT:**

Members of the audience who address the Board/Commission/Committee shall step up to the speaker's lectern and give his/her full name, address and whom he/she represents. Proper decorum shall be maintained at all time. Any audience member who is boisterous or disruptive in any manner to the conduct of this meeting shall be asked to leave or be escorted from the meeting room.

In accordance with the Americans with Disabilities Act and SS 286.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact the Office of the City Clerk whose office is located at City Hall, 1015 Cultural Park Boulevard, Florida; telephone number is 1-239-574-0411, at least forty-eight (48) hours prior to the meeting for assistance. If hearing impaired, telephone the Florida Relay Service Numbers, 1-800-955-8771 (TDD) or 1-800-955-8700 (v) for assistance.

In accordance with Florida Statute 286.0105: any person who desires to appeal any decision at this meeting will need a record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is based.

<b>Item Number:</b>	<b>1.A.</b>
<b>Meeting Date:</b>	<b>2/13/2024</b>
<b>Item Type:</b>	<b>CALL TO ORDER</b>

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Kristifer Jackson, Chair

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**



**Item Number: 2.A.**

**Meeting Date: 2/13/2024**

**Item Type: MOMENT OF SILENCE:**

## **AGENDA REQUEST FORM**

City Of Cape Coral Charter School Authority

**TITLE:**

Kristifer Jackson, Chair

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**Item Number: 3.A.**

**Meeting**  
**Date:** 2/13/2024

**Item Type:** PLEDGE OF  
ALLEGIANCE:

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School  
Authority

**TITLE:**

Kristifer Jackson, Chair

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

<b>Item Number:</b>	<b>4.A.</b>
<b>Meeting Date:</b>	<b>2/13/2024</b>
<b>Item Type:</b>	<b>ROLL CALL:</b>

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Mykisha Atisele, Kristifer Jackson, Keith Long, Dist 6, Karen Michaels, Dr Guido Minaya, Charles Pease, Cathy Stout. Parent Representatives: Jennifer Hoagland/OHS, Gregor Schade/OMS, Jose Soto/OES, Caroline Rouzeau/OEN

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**Item Number: 5.A.**

**Meeting**  
**Date:** 2/13/2024

**Item Type: APPROVAL OF MINUTES:**

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School  
Authority

**TITLE:**

Request for Approval of the Minutes of the Regular Governing Board Meeting on Tuesday,  
December 12, 2023

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**ATTACHMENTS:**

Description	Type
GB MINUTES DEC 12 2023	Backup Material



# GOVERNING BOARD MINUTES

## *Regular Meeting*

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

**Oasis Middle School - Makerspace**  
**3507 Oasis Blvd., Cape Coral FL 33914**

#### 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, December 12, 2023, at 5:30p.m., at Oasis Middle School - Makerspace, 3507 Oasis Blvd., Cape Coral, FL 33914.

#### 2. Moment of Silence

Chair Dr Guido Minaya

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

Chair Minaya

#### 4. Roll Call

4A. Mykisha Atisele, Kristifer Jackson, Karen Michaels, Dr Guido Minaya, Charles Pease. Parent representatives: Jennifer Hoagland, OHS/SAC, Jose Soto, OES, Caroline Rozeau, OEN

Absent: Keith Long, Dist. 6. **Councilmember Tom Hayden, Dist.3, attended absence.**  
Cathy Stout, Gregor Schade, OMS

Also Present: Jacquelin Collins, Superintendent

Jackie Corey, Principal, OHS

Marybeth Grecsek, Principal, OES

Carrie Abes, AP OES

Kevin Brown, Principal, OEN

Amy Brown, CSA HR Manager

Mark Moriarty, Assistant City Attorney, CCC

Mark Mason, Finance Director and Interim Human Resources Director, CCC

Nicole Reitler, Mgmt Budget Administrator, CCC

Andrea Clark, Senior Accountant, CCC  
Jennifer Koehn, Assistant Accounting Manager, CCC  
Damon Grant, Assistant Public Works Director, CCC  
Gary Cerny, Foundation President

**4B. Governing Board Reorganization**

Motion made by Member Atisele, Second by Member Minaya to close governing board chair nominations.

Motion made by Member Hayden, Second by Member Michaels to appoint Member Kristifer Jackson as the new governing board chair. *Unanimous Approval*

Member Jackson confirmed as the new governing board chair.

Chair Jackson thanked Dr Guido Minaya for his service and dedication to the charter schools and thanked other members for giving him the opportunity to serve as the board's new chair.

Motion made by Member Atisele, Second by Member Minaya to close governing board vice chair nominations.

Motion made by Member Hayden, Second by Member Minaya to appoint Member Karen Michaels as the new governing board vice chair. *Unanimous Approval*

Member Michaels confirmed as the new governing board vice chair.

Vice Chair Michaels thanked Dr Guido Minaya for his service and other members of the governing board for nominating her.

The City of Cape Coral Charter School Authority Governing Board will reorganize December 10, 2024.

**5. Approval of Minutes**

**APPROVED UNANIMOUS** Motion made by Member Michaels, Second by Member Hayden, to Approve the Minutes of the Charter School Authority Regular Governing Board Meeting held on Monday, November 13, 2023. *Unanimous.*

**6. Approval of Regular Agenda Meeting**

**APPROVED UNANIMOUS** Motion made by Member Michaels, Second by Member Hayden, to Approve the Agenda of the Regular Governing Board Meeting, December 12, 2023. *Unanimous*

**7. Public Comment**

*No Activity*

**8. Consent Agenda**

Motion made by Member Michaels, Second by Member Minaya to Approve the Consent Items as Presented. UNANIMOUS APPROVAL

**8A APPROVED** *Request for Approval to Reallocate the Proceeds from the Auction/Sale of the Cape Coral Charter School Authority Retired Asset "Shark Van," 2011 Ford E350 Van, Serial # 1FBNE3BL2BDA03238, in the Amount of \$6,500.00, to the Cape Coral Charter School Authority FY 24 Transportation Budget Fuel Line*

**8B APPROVED** *Request for Approval to Accept the Mark Schonwetter Holocaust Education Foundation Grant for the Power in Reading Holocaust Project for Oasis Middle School in the Amount of \$940.50, which is to be Used to Purchase Holocaust Related Materials and Used Specifically for the Designated Purpose(s) by June 30, 2024.*

**9. Superintendent's Report**

- 9A. SALARY RESEARCH: Research continues on ways to provide teachers with salary increases. HR is working closely with the superintendent to come up with comparative salaries and recruitment/retention strategies to support teacher needs. Hopefully by the next board meeting there will be an update or some figures for approval. *Active discussion on how to recruit/retain teachers.*
- 9B. SCHOOL GRADES: Lee County school grades are in and Oasis Charter Schools remains an "A" system with the exception of the High School, which received a "B" grade. However, the OHS principal is in contact with District Admin to find out if our scores will be reviewed and new data/rankings released.  
Oasis South - #1 Lee County  
Oasis North - #8 in Lee County  
Oasis Middle - #1 in Lee County
- 9C. STRATEGIC PLAN FINAL DAY 3: Final stages of attaching each goal with a strategy, and a committee to fulfill tasks and reach mission goals. Next month committees will be determined and leads/contacts for each group assigned.
- 9D. SCHOOL HOLIDAY DELIGHTS: This year over 100 Oasis elementary students participated in the City's annual Christmas tree lightening ceremony. Also, a combined OHS and OMS choir of 150 students sang Christmas carols during the annual holiday presentation for families and friends.

**10. City Manager's Report**

Mark Mason, Director of Financial Services, Interim Director, Human Resources, City of Cape Coral

NO SUMMARY REPORT. However, Mason did have a response to an outstanding question from the last board meeting regarding how the School District of Lee County was able to afford the teacher salary increases: They collapsed elementary school bus routes, and made some routes shorter, which resulted in huge savings which the District applied to teacher pay. The District intends to repeat the cost savings process with both middle school and high school routes which will help them continue to fund the raises.

**11. Chairman's Report**

Kristifer Jackson, Chair

- Thanked board members for their dedication to the charter school system and teacher support.
- Welcomed new board member Pease. Reminded members the board should try and focus 70% of their meetings on achieving Strategic Plan initiatives and system improvements, and also suggested if possible, board members should try and visit the school campus to get a real time observation of all the great things and activities going on with student life.
- Encouraged parent representatives and parents/guardians to participate in the charter school system's activities, and that they are welcome to attend governing board meetings regularly.
- Jackson invited Cape Coral Youth Council to be honored guests during the March 12, 2024 Regular Governing Board meeting.

**12. Foundation Report**

*Gary Cerny, Foundation President*

- Still awarding teacher and club grants for the balance of SY 2024.
- The Foundation received more than 333 Lighthouse Awards teacher nominations. Between January and March the award committees will be observing and interviewing candidates. The big awards night is April 19, 2024, and all are welcome to attend and celebrate our amazing teachers and outstanding charter school system. Stay tuned for event details.



13. **Staff Comment**

*No Activity*

14. **Unfinished Business**

*No Activity*

15. **New Business**

*No Activity*

16. **Final Board Comment and Discussion**

**Chair Jackson:** Thanked everyone for their votes. Congratulated Michaels on becoming the vice chair. Thanked City partners for another year of great partnerships and team work. He wants to continue to work on providing the teachers with compensation that is well-earned and well deserved. Very excited to move forward next year and see what the board can do to support the Oasis community and beyond. He invited the City Youth Council to attend the March 12<sup>th</sup> Regular Governing Board Meeting and sit side-by-side with governing board members and share the dais for a day. Merry Christmas and Happy Holidays!

**Vice Chair Michaels:** Thanked the City's Director of Finance for finding out how the District was able to provide the teacher pay increases. Welcomed Pease to the board. Thanked fellow members for her new position as board vice chair. Wished everyone a Merry Christmas and Happy New Year. Suggested our charter schools' New Year resolution should be obvious, since we are clearly the best in the county when it comes to educating students: Now we need to aspire to be the best in compensating our teachers.

**Member Atisele:** Thanked teachers and staff for all the hard work they do throughout the year and hope they take the time to rest and regroup over the holiday break. Very glad to hear the superintendent and HR are actively working on getting more money into the hands of the teachers who are struggling to make ends meet. Thanked new member Charles Pease for joining the board and bringing his considerable expertise to the team. Congratulated Jackson and Michaels on their new position. Wished everyone a Merry Christmas!

**Member Long, Dist 6: ABSENT**

**Member Hayden, Dist 3:** Enjoyed stepping in tonight for Councilmember Keith Long, Dist 6. Hayden is personally very proud of the charter schools and moving forward is interested in hearing about the system's Strategic Plan initiatives and more student community involvement.

**Member Minaya:** Although Resilient Lee is winding down, our communities are still at mission critical when it comes to affordable housing and workforce readiness. The charter schools need to stay aware and involved in the discussions and planning regarding the future of our area.

**Member Pease:** Happy and excited to join the CSA Governing Board. He is aware of the Oasis reputation of providing students with a positive learning culture and great teaching staff. He also appreciates the system's academic accomplishments and wholesome social media presence. Pease would like to hear any updated information from principal Corey regarding school grades.

**Member Stout: ABSENT**

**Parent Representative Hoagland/OHS:** Very happy with the OHS teachers and staff, especially principal Corey who has made a very positive and uplifting environment for the kids and teachers. Thanked teachers and staff for all they do and wishes everyone a Merry Christmas.

**Parent Representative Schade/OMS: ABSENT**

**Parent Representative Soto/OES:** Thanked teachers for a good year so far and hopes they can receive some type of bonus or pay raise. Would like to see some type of communication to teachers so they can see exactly what their benefits and pay add up to each paycheck. Merry Christmas!

**Parent Representative Rouzeau/OEN:** Thanked teachers and staff for a great first half of school year. It's great to hear the possibility of bonuses for teachers, and to hear about the great things Oasis kids are accomplishing despite some of the challenges the system is now facing. Wishes everyone a Merry Christmas.

17. Time and Date of Next Meeting

The next Regular Governing Board Meeting will be held on Tuesday, January 16, 2024 at 5:30p.m.,at Cape Coral City Council Chambers, 1015 Cultural Park Blvd., Cape Coral 33990

18. Adjournment

The Governing Board Regular Meeting adjourned at 6:34p.m.

Respectfully Submitted,

Kathleen Paul-Evans, Governing Board Secretary

Cape Coral Charter School Authority Governing Board

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Secretary

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Date of approval

Item Number:	6.A.
Meeting Date:	2/13/2024
Item Type:	APPROVAL OF AGENDA REGULAR MEETING:

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School  
Authority

**TITLE:**

Request for Approval of the Agenda for the Regular Governing Board Meeting, February 13, 2024

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

<b>Item Number: 7.A.</b> <b>Meeting Date: 2/13/2024</b> <b>Item Type: PUBLIC COMMENT:</b>
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**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Public Comment is limited to three(3) minutes per individual; 45 minutes total comment time.

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**Item Number: 8.A.**  
**Meeting Date: 2/13/2024**  
**Item Type: CONSENT AGENDA:**

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Request for Acceptance and Approval of the City of Cape Coral Oasis Charter Schools  
Instructional Calendar School Year (SY) 2024-2025

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
▢ OCS INSTRUC CALENDAR SY 2024-2025	Backup Material

JULY 2024						
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AUGUST 2024						
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July 4 Independence Day  
Governing Board Recess

Aug 20 Governing Board Meeting  
Aug 2 - Aug 9 Pre-School Week  
Aug 12 First Day with Students  
Aug 26 PD Early Dismissal Day  
Severe Weather Make-Up Day - Priority 2

Sept 17 Governing Board Meeting  
Sept 2 Labor Day

Oct 15 Governing Board Meeting  
Oct 3 Rosh Hashanah  
Oct 11 End of Q1  
Oct 14 Professional Duty Day  
Severe Weather Make-up Day - Priority 1  
Oct 28 PD Early Dismissal Day  
Severe Weather Make-up Day - Priority 2

Nov 12 Governing Board Meeting  
Nov 25 - 29 Thanksgiving Break

Dec 10 Governing Board Meeting  
Dec 20 Early Dismissal Day (End of Q2)  
Severe Weather Make-up Day - Priority 2  
Dec 23 - Jan 3 Winter Break

January 2025						
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February 2025						
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APRIL 2025						
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MAY 2025						
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JUNE 2025						
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Jan 14 Governing Board Meeting  
Dec 23 - Jan 3 Winter Break  
Jan 1 New Year's Day  
Jan 6 Professional Duty Day  
Severe Weather Make-up Day - Priority 3  
Jan 7 Q3 begins  
Jan 20 Martin Luther King Jr. Day

Feb 11 Governing Board Meeting  
Feb 3 - 7 FTE (includes 6 consecutive days prior)  
Feb 17 Presidents' Day  
Feb 24 PD Early Dismissal Day

Mar 11 Governing Board Meeting  
Mar 13 End of Q3  
Mar 14 Professional Duty Day  
Mar 17 - 21 Spring Break

Apr 8 Governing Board Meeting  
Apr 18 Good Friday  
Apr 21 Easter Monday  
Apr 28 PD Early Dismissal

May 13 Governing Board Meeting  
May 26 Memorial Day  
May 29 - 30 Early Dismissal  
May 30 Last Day for Students

Jun 24 Governing Board Meeting  
Jun 2 Professional Duty Day  
Jun 19 Juneteenth

- Holiday - Schools Closed
- Professional Duty Day - No School for Students
- First and Last Student Day
- Early Dismissal Days - Students
- Pre-School Week
- Severe Weather Make-up Day

*Special Notes*  
All Jewish Holidays begin at sundown  
the day before they are listed.





# The School District of Lee County

## 2024 – 2025

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AUGUST 2024						
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SEPTEMBER 2024						
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DECEMBER 2024						
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July 4 Independence Day

Aug 2 – Aug 9 Pre-School Week
Aug 12 First Day with Students
Aug 26 PD Early Dismissal Day
Severe Weather Make-Up Day - Priority 2

Sept 2 Labor Day

Oct 3 Rosh Hashanah
Oct 11 End of Q1
Oct 14 Professional Duty Day
Severe Weather Make-up Day – Priority 1
Oct 28 PD Early Dismissal Day
Severe Weather Make-up Day – Priority 2

Nov 25 – 29 Thanksgiving Break

Dec 20 Early Dismissal Day (End of Q2)
Severe Weather Make-up Day – Priority 2
Dec 23 – Jan 3 Winter Break

January 2025						
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February 2025						
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MARCH 2025						
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APRIL 2025						
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MAY 2025						
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JUNE 2025						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Dec 23 – Jan 3 Winter Break
Jan 1 New Year's Day
Jan 6 Professional Duty Day
Severe Weather Make-up Day – Priority 3
Jan 7 Q3 begins
Jan 20 Martin Luther King Jr. Day

Feb 3 – 7 FTE (includes 6 consecutive days prior)
Feb 17 Presidents' Day
Feb 24 PD Early Dismissal Day

Mar 13 End of Q3
Mar 14 Professional Duty Day
Mar 17 – 21 Spring Break

Apr 18 Good Friday
Apr 21 Easter Monday
Apr 28 PD Early Dismissal

May 26 Memorial Day
May 29 – 30 Early Dismissal
May 30 Last Day for Students

Jun 2 Professional Duty Day
Jun 19 Juneteenth

- Holiday – Schools Closed
- Professional Duty Day – No School for Students
- First and Last Student Day
- Early Dismissal Days – Students
- Pre-School Week
- Severe Weather Make-up Day

*Special Notes*  
All Jewish Holidays begin at sundown  
the day before they are listed.

Board Approved 12/05/2023



**Item Number: 8.B.**  
**Meeting Date: 2/13/2024**  
**Item Type: CONSENT AGENDA:**

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Request for Acceptance and Approval of the City of Cape Coral Charter School Authority  
Governing Board Meeting Dates School Year (SY) 2024-2025

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**ATTACHMENTS:**

Description	Type
CSA GB METING DATES SY 2024-2025	Backup Material



## **CITY OF CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD REGULAR MEETINGS 2024-2025**

**All City of Cape Coral Charter School Authority Governing Board  
Regular Meetings are held at 5:30P.M., in Cape Coral City Council Chambers, at  
1015 Cultural Park, Blvd., Cape Coral, FL 33990, unless otherwise noticed.**

### **Regular Meeting Dates School Year 2024-2025**

<b>Meeting Date</b>	<b>Location</b>
August 20, 2024	Cape Coral City Council Chambers
September 17, 2024	Oasis Elementary North – Cafeteria, 2817 SW 3 <sup>rd</sup> Lane, Cape Coral, FL 33991
October 15, 2024	Cape Coral City Council Chambers
November 12, 2024	Cape Coral City Council Chambers
December 10, 2024	Oasis Middle School - Cafeteria, 3507 Oasis Blvd., Cape Coral, FL 33914
January 14, 2025	Cape Coral City Council Chambers
February 11, 2025	Oasis Elementary South – Cafeteria, 3415 Oasis Blvd., Cape Coral, FL 33914
March 11, 2025	Cape Coral City Council Chambers
April 8, 2025	Cape Coral City Council Chambers
May 13, 2025	Oasis High School – Cafeteria, 3519 Oasis Blvd., Cape Coral, FL 33914
June 24, 2025	Cape Coral City Council Chambers
<b>JULY 2025</b>	<b>RECESS</b>



## **CITY OF CAPE CORAL CHARTER SCHOOL AUTHORITY GOVERNING BOARD REGULAR MEETINGS 2023-2024**

All City of Cape Coral Charter School Authority Governing Board Regular Meetings are held at 5:30P.M., in Cape Coral City Council Chambers, at 1015 Cultural Park, Blvd., Cape Coral, FL 33990, unless otherwise noticed.

### **Regular Meeting Dates School Year 2023-2024**

<b>Meeting Date</b>	<b>Location</b>
August 15, 2023	Cape Coral City Council Chambers
September 12, 2023	Oasis Elementary North – Cafeteria, 2817 SW 3 <sup>rd</sup> Lane, Cape Coral, FL 33991
October 10, 2023	Cape Coral City Council Chambers
November 14, 2023	Cape Coral City Council Chambers
December 12, 2023	Oasis Middle School - Cafeteria, 3507 Oasis Blvd., Cape Coral, FL 33914
January 16, 2024	Cape Coral City Council Chambers
February 13, 2024	Oasis Elementary South – Cafeteria, 3415 Oasis Blvd., Cape Coral, FL 33914
March 12, 2024	Cape Coral City Council Chambers
April 9, 2024	Cape Coral City Council Chambers
May 14, 2024	Oasis High School – Cafeteria, 3519 Oasis Blvd., Cape Coral, FL 33914
June 25, 2024	Cape Coral City Council Chambers
<b>JULY 2024</b>	<b>RECESS</b>
August 13, 2024	Cape Coral City Council Chambers

**Item Number: 8.C.**  
**Meeting Date: 2/13/2024**  
**Item Type: CONSENT AGENDA:**

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Request for Acceptance and Approval of the Oasis Elementary School South Year 6 Safety and Security of School Buildings TAPS-24A097 Grant in the Amount of \$12,989.61 Which is Based on FY23 4th Count FTE.

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
▯ TAPS GRANT YEAR 6 ALL SCHOOLS	Backup Material

## Safety and Security of School Buildings TAPS - 24A097

### Project Performance Accountability Form

#### Definitions

- **Scope of Work-** The major tasks that the grantee is required to perform
- **Tasks-** The specific activities performed to complete the Scope of Work
- **Deliverables-** The products and/or services that directly relate to a task specified in the Scope of Work. Deliverables must be quantifiable, measurable, and verifiable
- **Evidence-** The tangible proof
- **Due Date-** Date for completion of tasks
- **Unit Cost-** Dollar value of deliverables
- **Checkbox-** Indication the project is part of the grant submission or amendment

School Name: Oasis Elementary South MSID#: 36-4143

Principal MaryBeth Grecsek

Checkbox	Scope of Work Tasks/Activities	Deliverables (product or service)	Evidence (verification)	Due Date (completion)	Unit Cost
Y	New walkie talkies to be added to our current system	Motorola walkie talkies Licensing/software needed	Purchase order Receipts	September, 2024	\$7489.61
Y	Door Window Covers to block windows	Door window covers	Purchase order Receipts	Dec., 2024	\$1500
Y	Added Video Surveillance cameras to expand	Video cameras	Purchase Order Receipts	Dec., 2024	\$3000
Y	Added Display Monitors to view cameras	Display monitors	Purchase Order Receipts	Dec., 2024	\$1000
					\$12,989.61

*Note: Add additional lines if necessary*

## Safety and Security of School Buildings TAPS - 24A097

### Project Performance Accountability Form

#### Definitions

- **Scope of Work-** The major tasks that the grantee is required to perform
- **Tasks-** The specific activities performed to complete the Scope of Work
- **Deliverables-** The products and/or services that directly relate to a task specified in the Scope of Work. Deliverables must be quantifiable, measurable, and verifiable
- **Evidence-** The tangible proof
- **Due Date-** Date for completion of tasks
- **Unit Cost-** Dollar value of deliverables
- **Checkbox-** Indication the project is part of the grant submission or amendment

School Name: Oasis Elementary North

MSID#: 36- 4151

Principal Kevin Brown

Checkbox	Scope of Work Tasks/Activities	Deliverables (product or service)	Evidence (verification)	Due Date (completion)	Unit Cost
	Fencing	Completed installation or upgrade of fencing.	Paid invoice or receipt		
	Gates	Completed installation or upgrade of gates.	Paid invoice or receipt		
	Exterior Lighting	Completed installation or upgrade of exterior lighting.	Paid invoice or receipt		
	Signage	Completed installation or upgrade of signage.	Paid invoice or receipt		
	Bollards	Completed installation or upgrade of bollards.	Paid invoice or receipt		
x	Entryway Hardening	Completed installation or upgrade of entryway hardening. Bulletproof film on front office glass doors	Paid invoice or receipt	June 2025	\$3461.08
	Window Hardening	Completed installation or upgrade of window hardening.	Paid invoice or receipt		
	Door Locks	Completed installation or upgrade of door locks.	Paid invoice or receipt		
	Fixed Screening Equipment (metal detector)	Completed installation or upgrade of fixed screening equipment (metal detector).	Paid invoice or receipt		
	Access Control	Completed installation or upgrade of access control system.	Paid invoice or receipt		
	Video Surveillance	Completed installation or upgrade of video surveillance	Paid invoice or receipt		

		system.			
	Signal Amplifier	Completed installation or upgrade of signal amplifier.	Paid invoice or receipt		
x	Mass Communication	Completed installation or upgrade of mass communication system. Two way radios	Paid invoice or receipt	June 2025	\$8000
	Visitor Management	Completed installation or upgrade of visitor management system.	Paid invoice or receipt		
	Fixed Panic Alarm	Completed installation or upgrade of fixed panic button.	Paid invoice or receipt		
	Responder Access Equipment	Completed installation or upgrade of responder access equipment.	Paid invoice or receipt		

*Note: Add additional lines if necessary*

## Safety and Security of School Buildings TAPS - 24A097

### Project Performance Accountability Form

#### Definitions

- **Scope of Work-** The major tasks that the grantee is required to perform
- **Tasks-** The specific activities performed to complete the Scope of Work
- **Deliverables-** The products and/or services that directly relate to a task specified in the Scope of Work. Deliverables must be quantifiable, measurable, and verifiable
- **Evidence-** The tangible proof
- **Due Date-** Date for completion of tasks
- **Unit Cost-** Dollar value of deliverables
- **Checkbox-** Indication the project is part of the grant submission or amendment

School Name: Oasis Middle

MSID#: 36-4171

Principal Donnie Hopper

Checkbox	Scope of Work Tasks/Activities	Deliverables (product or service)	Evidence (verification)	Due Date (completion)	Unit Cost
Y	New walkie talkies to be added to our current system	Motorola walkie talkies	Purchase order Receipts	May, 2024	\$5,000
Y	Classroom door locks (storage room locks) – change of locks to locks that cannot be unlocked at any time.	Door locks, installation charge	Purchase order Receipts	Dec., 2024	\$7,472.56
					\$12,472.56

*Note: Add additional lines if necessary*

DOE 900D May 2022



## Safety and Security of School Buildings TAPS - 24A097

### Project Performance Accountability Form

#### Definitions

- **Scope of Work-** The major tasks that the grantee is required to perform
- **Tasks-** The specific activities performed to complete the Scope of Work
- **Deliverables-** The products and/or services that directly relate to a task specified in the Scope of Work. Deliverables must be quantifiable, measurable, and verifiable
- **Evidence-** The tangible proof
- **Due Date-** Date for completion of tasks
- **Unit Cost-** Dollar value of deliverables
- **Checkbox-** Indication the project is part of the grant submission or amendment

School Name: Oasis High School MSID#: 36-481 Principal Jackie Corey                     

Checkbox	Scope of Work Tasks/Activities	Deliverables (product or service)	Evidence (verification)	Due Date (completion)	Unit Cost
Y	Door locks /rooms without locks	New locks with keyed to master key	Purchase order Receipts	September, 2024	\$1,000
Y	Bollards	Protect front door	Purchase order Receipts	Dec., 2024	\$1,000
Y	Added Video Surveillance cameras to expand	Video cameras	Purchase Order Receipts	Dec., 2024	\$7000
Y	Access Control	Rear Gate sign in system (Ring door)	Purchase Order Receipts	Dec., 2024	\$2000
Y	SIGNAGE	Traffic signage-rear parking area	Purchase Order Receipts	Dec. 2024	248.19
					\$11,248.19

*Note: Add additional lines if necessary*

**Item Number: 8.D.**

**Meeting Date: 2/13/2024**

**Item Type: CONSENT AGENDA:**

## **AGENDA REQUEST FORM**

City Of Cape Coral Charter School Authority

### **TITLE:**

Request for Acceptance and Approval of the Oasis Elementary School North Year 6 Safety and Security of School Buildings TAPS-24A097 Grant in the Amount of \$11,461.08 Which is Based on FY23 4th Count FTE.

### **SUMMARY:**

### **ADDITIONAL INFORMATION:**

### **RECOMMENDED ACTION:**

**Item Number: 8.E.**  
**Meeting Date: 2/13/2024**  
**Item Type: CONSENT AGENDA:**

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Request for Acceptance and Approval of the Oasis Middle School Year 6 Safety and Security of School Buildings TAPS-24A097 Grant in the Amount of \$12,472.56 Which is Based on FY23 4th Count FTE

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**Item Number: 8.F.**  
**Meeting Date: 2/13/2024**  
**Item Type: CONSENT AGENDA:**

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Request for Acceptance and Approval of the Oasis High School Year 6 Safety and Security of School Buildings TAPS-24A097 Grant in the Amount of \$11,248.19 Which is Based on FY23 4th Count FTE

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**Item Number: 8.G.**  
**Meeting Date: 2/13/2024**  
**Item Type: CONSENT AGENDA:**

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Request for Acceptance and Approval of the Students Against Violence Everywhere (SAVE) Promise Club Grant in the Amount of \$500.00, Which is to be Used to Purchase Materials to Successfully Create and Host Activities that Empower Oasis Middle School Students to Take an Active Role in School Safety and Prevention of Violence

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**ATTACHMENTS:**

Description	Type
▣ SAVE PROMISE GRANT OMS \$500 SY 2023-2024	Backup Material



## THE SCHOOL DISTRICT OF LEE COUNTY

Dr. Jessica Duncan

Executive Director, Student Services

2855 Colonial Boulevard, Fort Myers, FL 33966 | O: 239.337-8342

To Whom It May Concern:

Students Against Violence Everywhere (SAVE) Promise Clubs are a youth leadership initiative of Sandy Hook Promise. Led by the SHP Youth Advisory Board, the aim is to empower young leaders to take an active role in increasing school safety and preventing different forms of violence in schools and communities. Youth-led SAVE Promise Clubs offer a powerful approach to preventing violence because they recognize the unique role that young people play in making their schools and communities safer.

The \$500 grant schools receive is for the SAVE Promise Clubs to purchase materials to run activities, purchase SAVE Promise Club t-shirts, host a community event, etc. A SAVE Promise Club can be a stand-alone or embedded into an existing club, such as SADD, Student Council, FCCLA, or another student leadership, civic, or kindness club. Many SAVE Promise Clubs successfully meet only once or twice a month and organize four activities throughout the year. SAVE Promise Clubs Creates Lasting Change That Leads to Safer Schools.

Sincerely,

Dr. Jessica Duncan

Executive Director, Student Services

School District of Lee County

**RE: SAVE Promise Agreement Needed**

Lisa DeWitt &lt;Lisa.DeWitt@capecharterschools.org&gt;

Tue 12/12/2023 11:27 AM

To: Jana Humenay &lt;jhumenay@capecoral.gov&gt;; Kathleen Paul-Evans &lt;Kathleen.Paul-Evans@capecharterschools.org&gt;

Cc: Angel Holman &lt;Angel.Holman@capecharterschools.org&gt;; Jennifer Koehn &lt;jkoehn@capecoral.gov&gt;

📎 1 attachments (269 KB)

SAVE Promise Club.pdf;

Please see the attached document explaining the grant information for SAVE Promise Clubs. Thank you!

Lisa DeWitt

6<sup>th</sup> Grade Critical Thinking

EF Tour Leader

Oasis Middle School

Room 203

239-945-1999 ext. 7153

*Sunshine La & Public Records Caution: Most E-mail communications made or received by staff are considered public records that must be retained and, upon request, made available to the public and media. There should be no expectation of privacy. This communication is intended only for the addressee. If you are not the intended recipient, do not copy, disclose, or distribute this message to anyone else. If you have received this communication in error, please contact the sender of the message to inform him or her of the error and then delete the message.*

**From:** Jana Humenay <jhumenay@capecoral.gov>**Sent:** Friday, December 8, 2023 12:36 PM**To:** Kathleen Paul-Evans <Kathleen.Paul-Evans@capecharterschools.org>; Lisa DeWitt <Lisa.DeWitt@capecharterschools.org>**Cc:** Angel Holman <Angel.Holman@capecharterschools.org>; Jennifer Koehn <jkoehn@capecoral.gov>**Subject:** FW: SAVE Promise Agreement Needed

Lisa

Can you please forward your backup documentation for the Sandy Hook Grant to me and Kathleen Paul Evans. It has to go to the Governing Board for approval and a project string will be set up for this. We will need them to cut a check for the \$500.

Thank you

**Jana Humenay**Accounting Assistant  
Financial Services Department  
7478[jhumenay@capecoral.gov](mailto:jhumenay@capecoral.gov)[www.capecoral.gov](http://www.capecoral.gov)



---

**From:** Angel Holman <[Angel.Holman@capecharterschools.org](mailto:Angel.Holman@capecharterschools.org)>  
**Sent:** Friday, December 8, 2023 12:14 PM  
**To:** Jana Humenay <[jhumenay@capecoral.gov](mailto:jhumenay@capecoral.gov)>  
**Subject:** FW: SAVE Promise Agreement Needed

---

**This Message Is From an External Sender**

This message came from outside your organization.

I have the w9 to give her, I just want to make sure we prefer the hard check, correct? Anything special that needs to be on it?

Thank you  
Angel Holman

---

**From:** Lisa DeWitt <[Lisa.DeWitt@capecharterschools.org](mailto:Lisa.DeWitt@capecharterschools.org)>  
**Sent:** Thursday, December 7, 2023 9:16 AM  
**To:** Angel Holman <[Angel.Holman@capecharterschools.org](mailto:Angel.Holman@capecharterschools.org)>  
**Subject:** FW: SAVE Promise Agreement Needed

Good morning! I have applied for a grant for our Sandy Hook Save Promise Club and have received \$500. I am required to fill out the form in the below. There is a question about if we prefer a hard check or to have the funds deposited into our account. I'm not sure which you prefer. If it is direct deposit, I would need to input the banking information. Also, I am required to submit a completed W-9 form. Is that something you can do for me? Thank you!

Lisa DeWitt  
6<sup>th</sup> Grade Critical Thinking  
EF Tour Leader  
Oasis Middle School  
Room 203  
239-945-1999 ext. 7153

*Sunshine La & Public Records Caution: Most E-mail communications made or received by staff are considered public records that must be retained and, upon request, made available to the public and media. There should be no expectation of privacy. This communication is intended only for the addressee. If you are not the intended recipient, do not copy, disclose, or distribute this message to anyone else. If you have received this communication in error, please contact the sender of the message to inform him or her of the error and then delete the message.*

---

**From:** Matthew Carter <[matthew.carter@sandyhookpromise.org](mailto:matthew.carter@sandyhookpromise.org)>  
**Sent:** Monday, November 27, 2023 12:58 PM  
**To:** Lisa DeWitt <[Lisa.DeWitt@capecharterschools.org](mailto:Lisa.DeWitt@capecharterschools.org)>  
**Cc:** Sharmaine Brown <[sharmaine.brown@sandyhookpromise.org](mailto:sharmaine.brown@sandyhookpromise.org)>  
**Subject:** SAVE Promise Agreement Needed



Good afternoon,

I hope this email finds you well. I'm following up about completing your agreement form for the SAVE Promise Club 2023-2024 Sustainability Management Support.

Below is a direct link to the agreement form: <https://sandyhookpromise.tfaforms.net/4844910?xr44=a2URd000000DgsfMAC>

As part of the agreement form, we require a completed W-9 form from your school or district. If you need help getting the W-9 form, please contact your school's bookkeeper or finance department.

If you have any questions or difficulties with the agreement form, please get in touch with your SAVE Promise Club Regional Manager, Sharmaine Brown, at [sharmaine.brown@sandyhookpromise.org](mailto:sharmaine.brown@sandyhookpromise.org)

Thank you for all you do to support your SAVE Promise Club!

Kind regards,  
Matt Carter

---

**Please be cautious**

This email was sent outside of your organization

---

**Please be cautious**

This email was sent outside of your organization

---

<b>Item Number:</b> 8.H.
<b>Meeting Date:</b> 2/13/2024
<b>Item Type:</b> CONSENT AGENDA:

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Request for Acceptance and Approval of the Greater Fort Myers Chamber of Commerce Foundation Education Grant in the Amount of \$500.00, Which is to be Used for the Purchase of Flexible Seating in Oasis Elementary South School Classrooms

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**ATTACHMENTS:**

	<b>Description</b>	<b>Type</b>
▣	FM CHAMBER GRANT \$500 FLEC HAIRS SY 2023-2024	Backup Material

**City of Cape Coral  
Charter School Authority  
RDSO Check Deposit Form**



*Submit this form with your checks to the Charter School Bookkeeper*

Fund No: **000** **GENERAL FUND**

*('000" for General Fund or Internal Fund Number)*

School **OES** Date: **12/22/2023**

Prepared By: **KELLY ROLON**

Number of Checks to Deposit: **1**

Taxable (Select one):

*note: Generally if you sell it and can touch it, it will be taxable consult the Bookkeeper for exceptions*

- ☐ Purchased - Tax paid upfront  
☐ Purchased - Tax exempt Form used (need to tax)  
☒ Donated - Do not tax  
☐ Non-Taxable

Purpose: **Greater Fort Myers Chambe of Commerce Foundation Education Grant for Allison McCarraher for flexible seating.**

Total Amount of Deposit: **\$ 500.00**

*Four or more checks require a Check Report and the original checks  
will be returned by the Bookkeeper and should be retained for 30 days after deposit.*

**FOR ACCOUNTING USE ONLY**

**VERIFIED BY:**

☐ Single RDSO ☐ Multiple RDSO's (\_\_\_pgs) ☐ Trans number on front page

Transaction Number from RDSO:

Total amount credited:  Credit Date:

**RECEIVED**  
**DEC 22 2023**

Greater Fort Myers Chamber Of Commerce, Inc.

2310 Edwards Drive  
Fort Myers, FL 33901  
(239) 332-2930

**IBERIABANK**

84-7041/2652



12/12/2023

PAY TO THE  
ORDER OF

Oasis Elementary South

\$ \*\*500.00

Five hundred and 00/100

DOLLARS

Oasis Elementary South  
3415 Oasis Blvd.  
Cape Coral, Florida 33914

VOID AFTER 90 DAYS

MEMO

Education Grant



*Kelly R...*  
AUTHORIZED SIGNATURE

⑈026214⑈ ⑆265270413⑆ 3000029920⑈

Greater Fort Myers Chamber Of Commerce, Inc.

26214

12/12/2023

Oasis Elementary South

2023 Grants - Flexible seating

500.00

☐ CHECK HERE FOR MOBILE OR REMOTE DEPOSIT ONLY

AT \_\_\_\_\_

NAME OF FINANCIAL INSTITUTION \_\_\_\_\_

DATE \_\_\_\_\_

DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE

RESERVED FOR FINANCIAL INSTITUTION USE \*

**RS-77** The security features listed below, as well as those not listed, exceed industry guidelines.

**Security Features:**

- Hologram
- Heat Sensitive Ink
- True Watermark
- Toner Adhesion Properties
- Chemically Sensitive Paper and Chemical Wash Detection (Viva)
- Microprinting
- High Resolution Warning Band
- Anti Copy Technology
- Original Document Back Pattern
- Discourages cut-and-paste alterations.
- Padlock design is a certification mark of the Check Payment Systems Association

## Kelly Rolon

**From:** Allison McCarraher  
**Sent:** Thursday, December 21, 2023 9:44 AM  
**To:** Kelly Rolon  
**Subject:** Re: Education Grant



**Mrs. McCarraher**  
Ms. Mac's Class

Dec 14



This just happened! I had written a grant for more flexible seating and sensory supportive items for our classroom. We got a surprised with a giant \$500 check from the Fort Myers chamber. The kids were SO excited!

♥ 17 likes    💬 4 comments    👁 25 views

16

Item Number:	9.A.
Meeting Date:	2/13/2024
Item Type:	SUPERINTENDENT REPORT:

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School  
Authority

**TITLE:**

Jacquelin Collins, Superintendent, Oasis Charter Schools

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**Item Number: 10.A.**

**Meeting**  
**Date:** 2/13/2024

**Item Type:** CITY MANAGER  
REPORT:

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School  
Authority

**TITLE:**

Mark Mason, Director of Finance, City of Cape Coral

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**



<b>Item Number:</b> 11.A. <b>Meeting Date:</b> 2/13/2024 <b>Item Type:</b> CHAIRMAN REPORT:
---

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Kristifer Jackson, Chair

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**Item Number: 11.B.**  
**Meeting Date: 2/13/2024**  
**Item Type: CHAIRMAN REPORT:**

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Review of the Cape Coral Charter School Authority Governing Board Bylaws - 0111 -NAME, 0113-ADDRESS, 0114-SEAL, 0118-PURPOSE OF THE BOARD, 0121-RESPONSIBILITIES AND AUTHORITY OF THE BOARD, 0121-FINANCIAL EMERGENCIES, 0122-BOARD POWERS.

**SUMMARY:**

Reviewing our current governing board bylaws is a best practice that will ensure our organization and board members are acting in compliance with state and federal laws, as well as understanding the many ways in which they can operate and fulfill their member responsibilities with clarity and flexibility..

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**ATTACHMENTS:**

Description	Type
▣ GB BYLAWS PACK 1 - FEB 2024	Backup Material

Book	Policy Manual
Section	0000 Bylaws
Title	NAME
Code	po0111
Status	Active
Adopted	April 12, 2016

**0111 - NAME**

The Governing Board of this System shall be known officially as The Governing Board of the City of Cape Coral Charter School Authority.

Legal F.S. 1001.40

**Last Modified by Tammy R Shroyer on November 8, 2017**

Book	Policy Manual
Section	0000 Bylaws
Title	ADDRESS
Code	po0113
Status	Active
Adopted	April 12, 2016

**0113 - ADDRESS**

The official address of the Authority is 3519 Oasis Blvd., Cape Coral, Florida 33914.

**Last Modified by Tammy R Shroyer on November 8, 2017**

Book	Policy Manual
Section	0000 Bylaws
Title	SEAL
Code	po0114
Status	Active
Adopted	April 12, 2016

**0114 - SEAL**

The Governing Board shall adopt an official seal for the District.

**Last Modified by Tammy R Shroyer on November 8, 2017**

Book	Policy Manual
Section	0000 Bylaws
Title	PURPOSE OF THE BOARD
Code	po0118
Status	Active
Adopted	April 12, 2016

**0118 - PURPOSE OF THE BOARD**

The Governing Board declares and, thereby, reaffirms its intent to:

- A. maintain two-way communications with citizens of the System. The Board shall keep them informed of the progress and problems of the System, and the citizens shall be urged to bring their aspirations and concerns about the System to the attention of this body;
- B. establish policies and make decisions on the basis of declared educational philosophy and goals; and
- C. act as a truly representative body for citizens of Cape Coral in all matters related to programs and operations. The Board recognizes that ultimate responsibility for public education rests with the State, but the Board has been assigned specific authority through statute and as described in the various charters, and the Board shall not relinquish or fail to exercise that authority.

© Neola 2009

**Last Modified by Tammy R Shroyer on February 4, 2022**

Book	Policy Manual
Section	0000 Bylaws
Title	RESPONSIBILITIES AND AUTHORITY OF THE BOARD
Code	po0121
Status	Active
Adopted	April 12, 2016

**0121 - RESPONSIBILITIES AND AUTHORITY OF THE BOARD**

The Governing Board is responsible for the organization and control of the schools of the Authority and is empowered to determine the policies necessary for the effective operation and the general improvement of the charter school system.

Legal                      Section 4, Article IX, Florida State Constitution  
F.S. 1001.40, 1002.33

**Last Modified by Tammy R Shroyer on February 4, 2022**

Book	Policy Manual
Section	0000 Bylaws
Title	FINANCIAL EMERGENCIES
Code	po0121.1
Status	Active
Adopted	April 12, 2016

**0121.1 - FINANCIAL EMERGENCIES**

When a financial emergency, as defined by F.S. 218.503(1), occurs, the Governing Board shall notify the Commissioner of Education and the Legislative Auditing Committee that such conditions have occurred, or will occur if action is not taken to assist the Board.

The Commissioner of Education shall contact the Board to determine what actions have been taken by the Board to resolve or prevent the condition. The Board shall provide the information requested within forty-five (45) days of the date of the request.

The Commissioner of Education shall determine whether the Board needs state assistance to resolve or prevent the condition. If State assistance is needed, the Board is considered to be in a state of financial emergency, and the Commissioner has the authority to implement measures as set forth in State law to assist the Board in resolving the financial emergency.

The failure of the members of the Board to resolve a state of financial emergency would constitute malfeasance, misfeasance, and neglect of duty, and the members of the Board may be subject to the penalties set in forth Article IV, Section 7 of the Constitution of the State of Florida.

Legal F.S. 218.39, 218.50, 218.501, 218.502, 218.503, 218.504

**Last Modified by Tammy R Shroyer on November 8, 2017**



Book	Policy Manual
Section	0000 Bylaws
Title	BOARD POWERS
Code	po0122
Status	Active
Adopted	April 12, 2016

**0122 - BOARD POWERS**

The Governing Board shall be a body politic and corporate, and, as such, capable of suing and being sued; contracting and being contracted with; acquiring, holding, possessing, and disposing of real and personal property.

As prescribed by law, the general powers of the Board are the determination of educational policies; the adoption of such rules and regulations to supplement those prescribed by the State Board as will contribute to the more orderly and efficient operation of the system; the determination of minimum standards; and the performance of any duties that are assigned to it by law or by State Board regulations and that are found by it to be necessary for the improvement of the school system in carrying out the purposes and objectives of the Florida Constitution, Florida statutes, the various charters, and the Ordinance.

The Board shall perform all duties found in Florida statutes, the various charters, and the Ordinance and shall provide educational opportunity as required by Florida statutes.

Legal F.S. 1001.41, 1001.42, 1001.43, 1002.33  
F.S. 1000.41, 1001.42, 1002.33

**Last Modified by Tammy R Shroyer on November 8, 2017**

**Item Number: 12.A.**

**Meeting Date: 2/13/2024**

**Item Type: FOUNDATION REPORT:**

## **AGENDA REQUEST FORM**

City Of Cape Coral Charter School Authority

**TITLE:**

Gary Cerny, Foundation President

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**Item Number: 14.A.**  
**Meeting Date: 2/13/2024**  
**Item Type: UNFINISHED BUSINESS:**

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Request for Approval of the Adjusted City of Cape Coral Oasis Charter Schools Employee ADD  
PAY Codes Updated January 2024

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
▢ ADD PAY CODES ADJUSTMENTS FEB 2024	Backup Material

CHARTER SCHOOL  
ADD PAY CODES  
Proposed Changes January 2024

COLOR KEY:		Modification due to Munis system rounding difference	Audit Update	Addition	Deletion		
Tyler Munis Code	Code	Middle School Stipends	Amount	Frequency	Total	End Date Required (Unless Specified as Open)	Notes
452	CS 1A	MS Athletic Director	\$100.00	Biweekly	\$2,600		
451	CS 21	After School Care Program (MS only)	\$211.54	Biweekly	\$5,500		12/16/2023 Munis implementation rounding differently from \$211.53 to \$211.54
462	CS 22	NJHS Advisor	\$7.69	Biweekly	\$200		12/16/2023 Munis implementation rounding differently from \$7.70 to \$7.69
407	CS T2	Testing Coordinator	\$38.46	Biweekly	\$1,000		
461	CS AB	Dept. Chair Teacher	\$24.23	Biweekly	\$630		
409	CS Y2	Year Book Advisor	\$20.77	Biweekly	\$540		
403	CS R2	Music/Choral/Drama Director	\$23.08	Biweekly	\$600	Open	Corrected bi-weekly rate from \$19.24 to \$23.08
402	CS J2	Interest Club	\$5.77	Biweekly	\$150		per club sponsored
401	CS I2	School Inservice Representative	\$6.15	Biweekly	\$160		
450	CS 42	Academic Coach	\$20.20	Biweekly	\$525		
420	CS 5A	Substitute Coordinator	\$153.85	Biweekly	\$4,000	Open	
445	CS 82	ESE Teacher	\$11.54	Biweekly	\$300		
415	CS B2	Bilingual (1 per school)	\$7.69	Biweekly	\$200		
418	CS D2	Doctorate Degree	\$192.31	Biweekly	\$5,000	Open	
416	CS M2	Master's Degree	\$96.15	Biweekly	\$2,500	Open	12/16/2023 Munis implementation rounding differently from \$96.16 to 96.15
463	CS M3	STEM Teacher (special qualifications apply)	\$192.31	Biweekly	\$5,000	Open	
404	CS P2	Peer Teacher	\$12.50	Biweekly	\$325		per teacher assigned
405	CS S2	Science Fair	\$7.70	Biweekly	\$200		
421	CS AI	Add'l Teacher Duty Requires Super Approval	\$76.92	Biweekly	\$2,000		
421	CS AI	Add'l Teacher Duty Requires Super Approval	\$165.38	Biweekly	\$4,300		
422	CS SD	Add'l Support Duty Requires Super Approval	\$19.23	Biweekly	\$500		Code change from AI to SD for consistency with other schools
422	CS SD	Add'l Support Duty Requires Super Approval	\$38.46	Biweekly	\$1,000		Code change from AI to SD for consistency with other schools.
422	CS SD	Add'l Support Duty Requires Super Approval	\$38.46	Biweekly	\$1,000		12/1/2023 use Support coding for Teacher GAT (Gifted) paperwork
406	CS U2	Student Council	\$11.54	Biweekly	\$300		
405	CS S2	Science Fair	\$7.69	Biweekly	\$200		
400	CS V2	Broadcast (TV) Teacher	\$20.20	Biweekly	\$525		Teacher not eligible if this is a class. 12/16/2023 Munis implementation rounding differently from \$20.20 to \$20.19
424	CS C3	Professional Learning Community (PLC) Team Leaders	\$19.23	Biweekly	\$500		12/16/2023 Munis implementation rounding differently from \$19.24 to \$19.23
417	CS FB	Specialist Degree	\$134.62	Biweekly	\$3,500	Open	
408	CS WB	Website Development	\$11.54	Biweekly	\$300		



CHARTER SCHOOL  
ADD PAY CODES  
Proposed Changes January 2024

COLOR KEY:		Modification due to Munis system rounding difference	Audit Update	Addition	Deletion	End Date Required (Unless Specified as Open)	Notes
Tyler Munis Code	Code	Elementary School Stipends	Amount	Frequency	Total		
450	CS 42	Academic Coach	\$20.20	Biweekly	\$525		
420	CS 5A	Substitute Coordinator	\$153.85	Biweekly	\$4,000	Open	
445	CS 82	ESE Teacher	\$11.54	Biweekly	\$300		
415	CS B2	Bilingual (1 per school)	\$7.69	Biweekly	\$200		
441	CS C1	Elementary Extended Day	\$38.46	Biweekly	\$1,000	Open	
403	CS R2	Music/Choral/Drama Director	\$23.08	Biweekly	\$600	Open	Corrected bi-weekly rate from \$19.24 to \$23.08
440	CS C2	Scheduling Coordinator	\$38.46	Biweekly	\$1,000		
418	CS D2	Doctorate Degree	\$192.31	Biweekly	\$5,000	Open	
443	CS G2	Grade Chair	\$24.23	Biweekly	\$630		
444	CS H2	Safety Patrol	\$5.77	Biweekly	\$150		
416	CS M2	Master's Degree	\$96.15	Biweekly	\$2,500	Open	12/16/2023 Munis implementation rounding differently from \$96.16 to 96.15
404	CS P2	Peer Teacher	\$12.50	Biweekly	\$325		per teacher assigned
421	CS AI	Add'l Teacher Duty Requires Super Approval	\$57.69	Biweekly	\$1,500		
421	CS AI	Add'l Teacher Duty Requires Super Approval	\$115.38	Biweekly	\$3,000		
422	CS SD	Add'l Support Duty Requires Super Approval	\$19.23	Biweekly	\$500		12/16/2023 Munis implementation rounding differently from \$19.24 to \$19.23
422	CS SD	Add'l Support Duty Requires Super Approval	\$38.46	Biweekly	\$1,000		
422	CS SD	Add'l Support Duty Requires Super Approval	\$38.46	Biweekly	\$1,000		12/1/2023 use Support coding for Teacher GAT (Gifted) paperwork
405	CS S2	Science Fair	\$7.70	Biweekly	\$200		
402	CS J2	Interest Club	\$5.77	Biweekly	\$150		per club sponsored
401	CS I2	School Inservice Representative	\$6.15	Biweekly	\$160		
407	CS T2	Testing Coordinator	\$38.46	Biweekly	\$1,000		
409	CS Y2	Year Book Advisor	\$14.23	Biweekly	\$370		
406	CS U2	Student Council	\$14.23	Biweekly	\$370		
400	CS V2	Broadcast (TV) Teacher	\$20.20	Biweekly	\$525		Teacher not eligible if this is a class. 12/16/2023 Munis implementation rounding differently from \$20.20 to \$20.19
424	CS C3	Professional Learning Community (PLC) Team Leaders	\$19.23	Biweekly	\$500		12/16/2023 Munis implementation rounding differently from \$19.24 to \$19.23
417	CS FB	Specialist Degree	\$134.62	Biweekly	\$3,500	Open	
408	CS WB	Website Development	\$11.54	Biweekly	\$300		
442	CS L2	ESOL Teacher Contact Requires Super Approval	\$76.92	biweekly	\$2,000		



CHARTER SCHOOL  
ADD PAY CODES  
Proposed Changes January 2024

COLOR KEY:		Modification due to Munis system rounding difference	Audit Update	Addition	Deletion	End Date Required (Unless Specified as Open)	Notes
Tyler Munis Code	Code	High School Stipends	Amount	Frequency	Total		
464	CS 73	Model United Nations	\$38.46	Biweekly	\$1,000		
461	CS AB	Dept Chair Teacher	\$24.23	Biweekly	\$630		
403	CS R2	Music/Choral/Drama Director	\$23.08	Biweekly	\$600	Open	Corrected bi-weekly rate from \$19.24 to \$23.08
462	CS 22	NJHS Advisor	\$15.38	Biweekly	\$400		
406	CS U2	Student Council	\$38.46	Biweekly	\$1,000		
400	CS V2	Broadcast (TV) Teacher	\$20.20	Biweekly	\$525		Rate corrected to \$20.20 (was listed as \$23.08)
420	CS 5A	Substitute Coordinator	\$153.85	Biweekly	\$4,000	Open	
465	CS 11	Senior Class Representative	\$15.97	Biweekly	\$415		
409	CS Y2	Yearbook Advisor	\$37.31	Biweekly	\$970		
401	CS I2	School Inservice Representative	\$6.15	Biweekly	\$160		
415	CS B2	Bilingual (1 per school)	\$7.69	Biweekly	\$200		
418	CS D2	Doctorate Degree	\$192.31	Biweekly	\$5,000	Open	
416	CS M2	Master's Degree	\$96.15	Biweekly	\$2,500	Open	12/16/2023 Munis implementation rounding differently from \$96.16 to 96.15
463	CS M3	STEM Teacher (special qualifications apply)	\$192.31	Biweekly	\$5,000	Open	
404	CS P2	Peer Teacher	\$12.50	Biweekly	\$325		per year per teacher assigned
421	CS AI	Add'l Teacher Duty Requires Super Approval	\$76.92	Biweekly	\$2,000		
421	CS AI	Add'l Teacher Duty Requires Super Approval	\$165.38	Biweekly	\$4,300		
422	CS SD	Add'l Support Duty Requires Super Approval	\$19.23	Biweekly	\$500		
422	CS SD	Add'l Support Duty Requires Super Approval	\$38.46	Biweekly	\$1,000		
422	CS SD	Add'l Support Duty Requires Super Approval	\$38.46	Biweekly	\$1,000		12/1/2023 use Support coding for Teacher GAT (Gifted) paperwork
402	CS J2	Interest Club	\$5.77	Biweekly	\$150		per club sponsored
424	CS C3	Professional Learning Community (PLC) Team Leaders	\$422.00	Biweekly	\$500		12/16/2023 Munis implementation rounding differently from \$19.24 to \$19.23
417	CS FB	Specialist Degree	\$134.62	Biweekly	\$3,500	Open	
408	CS WB	Website Development Teacher Other	\$11.54	Biweekly	\$300		
445	CS 82	ESE Teacher	\$11.54	Biweekly	\$300		added so that available at every school.

CHARTER SCHOOL  
ADD PAY CODES  
Proposed Changes January 2024

COLOR KEY:		Modification due to Munis system rounding difference	Audit Update	Addition	Deletion	End Date Required (Unless Specified as Open)	Notes
Tyler Munis Code	Code	Other:	Amount	Frequency	Total		
468	CS A1	Asst Food Svc Supervisor	\$115.38	Biweekly	\$3,000	Open	Change description from Food Services Coordinator for clarity. 12/16/203 adjust due to Munis rounding at \$115.38 not \$115.39
	CS F1	Safety/Security Supervisor (maintenance staff only)	\$19.23	Biweekly	\$500		delete as now City function
590	CS CA	Cell Phone Allowance	\$40; \$80	Monthly	\$480; \$960	Open	Requires approval of Superintendent
need	CS 2A	Database Installation	\$115.38	Biweekly	\$3,000	Open	
need	CS R5	STEM Special qualifications apply	\$192.31	Biweekly	\$5,000		
need	CS R6	Recruitment Bonus	\$96.15	Biweekly	\$5,000*		*payable over 2 years. Amount corrected. Was \$192.31 should be \$96.15.
421	CS AI	Add'l Teacher Duty Requires Super Approval	\$307.69	Biweekly	\$8,000		System-wide Leadership and Curriculum Development

<b>Item Number:</b>	<b>15.A.</b>
<b>Meeting Date:</b>	<b>2/13/2024</b>
<b>Item Type:</b>	<b>NEW BUSINESS:</b>

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Request for Approval of the Oasis Middle School, #4171, Class Size Reduction Compliance Plan SY 2023-2024, Which is a brief Explanation of the School's Plan to Meet Class Size Requirements for the 2024 October FTE Student Survey, Pursuant to Section 1003.03, F.S.

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**ATTACHMENTS:**

Description		Type
▣	CLASS SIZE REDUCTION PLAN SY 2023-	Backup Material
	2024 OASIS MIDDLE	



## 2023-24 Class Size Reduction Compliance Plan

For each school out of compliance with class size requirements pursuant to section 1003.03, F.S., this template should be used to submit a brief explanation of the school's plan to meet class size requirements for the 2024 October FTE student survey. To participate in the restoration calculation authorized in s. 1003.03(4), F.S., plans must be submitted by February 1, 2024. Class size reduction implementation strategies listed in s. 1003.03(3) and (5), F.S., may be considered, in addition to other strategies, to meet class size requirements. This template may be duplicated to accommodate all schools for which plans are submitted. The compliance plan must be certified by the school board or the charter school's board of directors. The signature below acknowledges your approval of the compliance plan.

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Signature of District School Board or Charter School Board of Directors Chair or Designee Approving Plan

District Name Lee

District Number 36

School Name Oasis Middle

School Number 4171

Summary of School's Plan    There were a few data reporting errors noted that Oasis will be prepared to address and correct for the 24-25 school year. In addition, more co-teachers will be utilized to balance class sizes and better support students academically.

<b>Item Number:</b>	<b>15.B.</b>
<b>Meeting Date:</b>	<b>2/13/2024</b>
<b>Item Type:</b>	<b>NEW BUSINESS:</b>

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Request for Approval of the Addition of One (1) Cape Coral Charter Schools Bus Driver Position to be Added to the Adopted Budget FY 2024-2026 .

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
▯ BUS DRIVER ADDITION FEB 2024	Backup Material

## Agenda addition for GB Feb. 13, 2024 - Additional Bus Driver Position

Amy Brown <[ajbrown@capecoral.gov](mailto:ajbrown@capecoral.gov)>

Wed 2/7/2024 12:43 PM

To: Kathleen Paul-Evans <[Kathleen.Paul-Evans@capecharterschools.org](mailto:Kathleen.Paul-Evans@capecharterschools.org)>

Cc: Jacquelin Collins <[Jacquelin.Collins@capecharterschools.org](mailto:Jacquelin.Collins@capecharterschools.org)>; Angela D. Cline <[acline@capecoral.gov](mailto:acline@capecoral.gov)>

📎 1 attachments (155 KB)

City of Cape Coral - Class Specification Bulletin.pdf;

Hello Kathleen,

At Ms. Collins' request, at the next meeting we will seek Governing Board approval for one additional Bus Driver position for the remainder of SY24. This additional Bus Driver is necessary to ensure no routes are cancelled due to future planned FMLA and other planned absences. The addition of this position will help ensure CSA is able to maintain all existing bus routes that transport our students on a daily basis. Our previous attempt to recruit a Substitute Bus Driver was unsuccessful.

According to the Finance Department, there is no additional cost to CSA for this position due to the savings associated with Bus Drivers' use of unpaid leave. Should the position be approved, every effort will be made to recruit at the base hourly rate of \$17.50/hour.

This position will carry over into SY25 and will be illustrated in the SY25 Budget Proposal that is planned for a future Governing Board meeting.

I have attached the position description for your reference. Please advise if other information is necessary.

Thanks!

Amy



**Amy Brown**

Charter School HR Manager

Human Resources

7456 (424-6100 ext. 7456)

[ajbrown@capecoral.gov](mailto:ajbrown@capecoral.gov)



[www.capecoral.gov](http://www.capecoral.gov)

**Please be cautious**

This email was sent outside of your organization



# Charter School Bus Driver

Class Code:  
CHS179000

Bargaining Unit: NON-BARGAINING  
EMPLOYEE

CITY OF CAPE CORAL  
Established Date: Apr 13, 2009  
Revision Date: Feb 11, 2019

## SALARY RANGE

\$17.50 - \$21.66 Hourly

## GENERAL STATEMENT OF JOB:

### GENERAL STATEMENT OF JOB:

Under the supervision of the Charter School Superintendent, provides safe and efficient transportation for students in a safe and cost effective manner that supports the goals of the Charter Schools. Performs related work as required.

**Individual(s) assigned to this classification must report to work per their assigned schedule.**

## SPECIFIC DUTIES AND RESPONSIBILITIES:

Obeys all traffic laws.

Observes all mandatory safety regulations for school buses.

Maintains discipline when students are on bus and reports undisciplined students to the school authority.

Keeps assigned bus clean.

Keeps to assigned schedule.

Checks bus daily for mechanical defects and for fuel and oil levels.

Notifies the proper authority in case of mechanical failure or lateness.

Picks up and discharges students only at authorized stops.

Exercises responsible leadership on all school trips.

Transports only authorized persons.

Reports all accidents and completes required accident reports.

Enforces regulations against smoking and eating on the bus.

Attends all required safety and training sessions including special needs training. Completes required paperwork.

Attends parent and school conferences as requested.

Attends assigned area meetings.

Conducts required bus evaluation drills.

Works closely with and cooperates with other employees

**Additional Job Functions:**

Complies with all requirements of Transportation Department directives, Charter School Governing Board policies, and regulations of the State Board of Education.

**MINIMUM QUALIFICATIONS:**

High School Diploma or GED required. Possession of valid Driver's License for 5 years with proof of safe driving record. Must currently hold valid Florida CDL Class B license with appropriate school bus endorsement.

**ADDITIONAL MINIMUM QUALIFICATIONS REQUIRED: KNOWLEDGE, SKILLS, AND ABILITIES:**

Has ability to interact positively with students, and maintain discipline in a positive manner.

Has thorough knowledge of the methods and procedures pertaining to the specific duties of a school bus operator.

Has thorough knowledge of procedures, equipment and supplies employed in the transport of students.

Has considerable knowledge of local geography and of the location of roads and streets within the municipality.

Has considerable knowledge of the basic operating characteristics and service checks for school buses.

Has considerable knowledge of defensive driving techniques and the safety precautions applicable to student transportation.

Is able to use independent judgment in fairly routine/stable situations.

Is able to perform duties with consistent courtesy and tact in the best interest of the public.

Is able to work under stressful conditions as required.

Is able to understand and follow oral and written instructions.

Is able to establish and maintain effective working relationships with students, parents and colleagues as necessitated by work assignments.

Is able to comprehend, interpret and apply regulations, procedures and related information.

Has general knowledge of report and record keeping principles and techniques.

## **MINIMUM STANDARDS REQUIRED:**

**Physical Requirements:** Must be physically able to drive and operate a bus. Tasks involve some unassisted lifting, carrying, pushing and/or pulling of moderately heavy objects up to 50 pounds and occasionally heavy objects up to 100 pounds + with the assistance of other employees and/or equipment as appropriate; and operate a vehicle in which manipulative skills and hand-eye coordination are important ingredients for safe and/or productive operations.

**Data Conception:** Requires the ability to compare and/or judge the readily observable, functional, structural or composite characteristics (whether similar or divergent from obvious standards) of signals, people, vehicles, or numerical information.

**Interpersonal Communication:** Requires the ability of speaking and/or signaling people to convey or exchange information. Includes receiving instructions, assignments or directions from superiors.

**Language Ability:** Requires the ability to read route schedules, operational manuals, reports, logs, etc.

**Intelligence:** Requires the ability to apply principles of rational systems to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.

**Verbal Aptitude:** Requires the ability to record and deliver information, to explain procedures, to follow oral and written instructions. Must be able to communicate effectively and efficiently in Standard English.

**Numerical Aptitude:** Requires the ability to add and subtract.

**Form/Spatial Aptitude:** Requires the ability to inspect items for proper length, width and shape.

**Motor Coordination:** Requires the ability coordinate hands and eyes rapidly and accurately.

**Manual Dexterity:** Must have excellent levels of eye/hand/foot coordination.

**Color Discrimination:** Requires the ability to differentiate between colors and shades of color.

**Interpersonal Temperament:** Requires the ability to deal with people beyond giving and receiving instructions. Must be adaptable to performing under stress and when confronted with emergency situations.

**Physical Communication:** Requires the ability to talk and hear: (Talking: expressing or exchanging ideas by means of spoken words. Hearing: perceiving nature of sounds by ear.)

**Environmental Requirements:** Tasks may require exposure to extreme heat/cold or extreme weather conditions.

<b>Item Number:</b>	<b>15.C.</b>
<b>Meeting Date:</b>	<b>2/13/2024</b>
<b>Item Type:</b>	<b>NEW BUSINESS:</b>

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Request for Approval to Allocate Reserves in the Total Amount of \$702,096.00, Which is to be Used for the City of Cape Coral Charter School Authority Employee Bonuses Scheduled for FY 2024

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
▣ OCS BONUS FY 24	Backup Material



## *Teacher Incentive Proposal*





## Longevity Bonus

Reoccurring bonus each year (based on LCSD plan for teachers)

Years of Service	Bonus Amount
10 – 14	\$625
15 – 19	\$1,250
20 – 24	\$2,500
25 - 29	\$5,000
30 or more	\$6,250

The cost for this bonus is \$50,939 for FY 24 and is based on vacant salary savings.

# FY24 Bonus Teachers (Reserves)

One time bonus based on length of service in position, within the Oasis System

Years of Service	Bonus Amount	Number of Qualifying Teachers
17 – 18+	\$5,500	13
15 – 16	\$3,500	8
10 – 14	\$2,500	29
6 – 9	\$2,000	33
0 - 5	\$1,500	119

Our cost calculation for this bonus with 22% fringe is \$508,130.00

A teacher making \$48,000 with a \$2500 bonus = 5.2% increase

A \$58,000 teacher with \$5,500 bonus = 9.4% increase

# Support Bonus (Reserves)

One time bonus, for all support staff  
(Food Service, Bus Driver, Office, Non-certified Instructional)

Bonus Amount	Number of Qualifying Support Staff Positions
\$1,500	77

Our cost calculation for this bonus with 22% fringe is \$140,005.30

# Support Bonus (Reserves)

## One time bonus, for all support staff

(Food Service, Bus Driver, Office, Non-certified Instructional)

Salary	Bonus Amount \$1000 (December)	Bonus Amount \$1500 (March)	Total Bonuses SY 24	Equivalent Percent Increase (based on 1440 hours/year)
\$15.00	\$1000	\$1500	\$2500	12%
\$17.85	\$1000	\$1500	\$2500	10%

# Principal Bonus

## One time bonus for administration

Administrative Positions	Bonus Amount	Number of Qualifying Admin Positions
Principal	\$5,500	4
Assistant Principals	\$4,500	5

Our cost calculation for this bonus with 22% fringe is \$53,960.70

Average increase is 5.5%

Lee County increase for administrators is 8%





## FY 24 Lee County and Oasis Comparison of Plans:

Years of system experience	Oasis Reserve Bonus	Oasis 1% increase	Oasis \$1000 bonus	Oasis Longevity Bonus	Lee County Comparison plus longevity bonus
Employees with 0 years	3%	4%	6.1%		3.65%
Employees with 1 – 5 years	3%	4%	6.1%		5.5%
Employees with 6 – 9 years	4%	5%	7%		8.5%
Employees with 10 – 14 years	4.7%	5.7%	7.6%	8.6%	10.5%
Employees with 15 – 17 years	6.4%	7.4%	9.2%	11.4%	12.5%
Employees with 18+ years	9.6%	10.6%	12.4%	14.6%	12.5%



# Teacher Salary Increases FY 25

- 1% base increase
- Raise all starting teacher salaries to \$50,000
- TSIA (Teacher Salary Increase Allocation) Growth Component
- Budgeted to hire mid range (\$50,000 - \$55,000).



## Starting Salary Schedule Calculator (Instructional Staff)

For new hire instructional applicants, please fill out the below fields to determine your estimated compensation.

How many Florida Public years of instructional experience do you have?

How many Out of State Public years of instructional experience do you have?

Display Estimated Salary

## Starting Salary Schedule (Instructional Staff)

Base Salary (estimated): **\$50,000.00**

### Board Paid Benefits

Estimated Florida Retirement System: **\$6,785.00**

Health/Life Insurance: **\$9,213.60**

Dependent Care Insurance: **\$4,000.00**

Social Security Contribution: **\$3,825.00**

**Estimated Total Compensation and Benefits Package: \$73,823.60**





### Starting Salary Schedule Calculator (Instructional Staff)

For new hire instructional applicants, please fill out the below fields to determine your estimated compensation.

How many Florida Public years of instructional experience do you have?

How many Out of State Public years of instructional experience do you have?

Display Estimated Salary

### Starting Salary Schedule (Instructional Staff)

Base Salary (estimated): **\$52,350.00**

#### Board Paid Benefits

Estimated Florida Retirement System: **\$7,103.90**

Health/Life Insurance: **\$9,213.60**

Dependent Care Insurance: **\$4,000.00**

Social Security Contribution: **\$4,004.78**

**Estimated Total Compensation and Benefits Package: \$76,672.27**



## Starting Salary Schedule Calculator (Instructional Staff)

For new hire instructional applicants, please fill out the below fields to determine your estimated compensation.

How many Florida Public years of instructional experience do you have?

14 ▼

How many Out of State Public years of instructional experience do you have?

0 ▼

[Display Estimated Salary](#)

## Starting Salary Schedule (Instructional Staff)

Base Salary (estimated): **\$53,100.00**

### Board Paid Benefits

Estimated Florida Retirement System: **\$7,205.67**

Health/Life Insurance: **\$9,213.60**

Dependent Care Insurance: **\$4,000.00**

Social Security Contribution: **\$4,062.15**

**Estimated Total Compensation and Benefits Package: \$77,581.42**



## Starting Salary Schedule Calculator (Instructional Staff)

For new hire instructional applicants, please fill out the below fields to determine your estimated compensation.

How many Florida Public years of Instructional experience do you have?

20 Years or more ▼

How many Out of State Public years of instructional experience do you have?

0 ▼

[Display Estimated Salary](#)

## Starting Salary Schedule (Instructional Staff)

Base Salary (estimated): **\$55,135.00**

### Board Paid Benefits

Estimated Florida Retirement System: **\$7,481.82**

Health/Life Insurance: **\$9,213.60**

Dependent Care Insurance: **\$4,000.00**

Social Security Contribution: **\$4,217.83**

**Estimated Total Compensation and Benefits Package: \$80,048.25**



### Starting Salary Schedule Calculator (Instructional Staff)

For new hire instructional applicants, please fill out the below fields to determine your estimated compensation.

How many Florida Public years of instructional experience do you have?

How many Out of State Public years of instructional experience do you have?

Display Estimated Salary

### Starting Salary Schedule (Instructional Staff)

Base Salary (estimated): **\$55,135.00**

#### Board Paid Benefits

Estimated Florida Retirement System: **\$7,481.82**

Health/Life Insurance: **\$9,213.60**

Dependent Care Insurance: **\$4,000.00**

Social Security Contribution: **\$4,217.83**

**Estimated Total Compensation and Benefits Package: \$80,048.25**



### Starting Salary Schedule Calculator (Instructional Staff)

For new hire instructional applicants, please fill out the below fields to determine your estimated compensation.

How many Florida Public years of instructional experience do you have?

10 ▼

How many Out of State Public years of instructional experience do you have?

10 ▼

Display Estimated Salary

### Starting Salary Schedule (Instructional Staff)

Base Salary (estimated): **\$55,135.00**

#### Board Paid Benefits

Estimated Florida Retirement System: **\$7,481.82**

Health/Life Insurance: **\$9,213.60**

Dependent Care Insurance: **\$4,000.00**

Social Security Contribution: **\$4,217.83**

**Estimated Total Compensation and Benefits Package: \$80,048.25**



## Starting Salary Schedule Calculator (Instructional Staff)

For new hire instructional applicants, please fill out the below fields to determine your estimated compensation.

How many Florida Public years of instructional experience do you have?

15 ▼

How many Out of State Public years of instructional experience do you have?

15 ▼

Display Estimated Salary

## Starting Salary Schedule (Instructional Staff)

Base Salary (estimated): **\$55,135.00**

### Board Paid Benefits

Estimated Florida Retirement System: **\$7,481.82**

Health/Life Insurance: **\$9,213.60**

Dependent Care Insurance: **\$4,000.00**

Social Security Contribution: **\$4,217.83**

**Estimated Total Compensation and Benefits Package: \$80,048.25**



## Insurance Benefit Savings

Medical Services	Oasis Employee Cost	SDLC Employee Cost
Employee Only	\$0.00	\$0.00 - \$13.90
Employee + Spouse	\$188.71 – \$297.08	\$216.90 - \$260.70
Employee + Child	\$104.39 – \$157.19	\$21.80 - \$43.05
Family	\$293.81 – \$451.94	\$386.65 - \$490.90
	Rates through December 2024	Rates through March 2024





## Insurance Benefit Savings

Medical Services	Oasis Employee Cost	SDLC Employee Cost
Simple Fracture	\$500	\$1,610
Type-2 Diabetes	\$1,320	\$1,020
Maternity	\$760	\$2,770
X-Rays	\$0 through MHO	20% Co-insurance
Imaging (CT, PET, MRI)	\$0 through MHO	20% Co-insurance
Generic Prescriptions	\$0 through MHO	\$5-\$30 copay or up to 40% Co-insurance





## Other Benefits

Benefit	Oasis	SDLC
Opt Out of Insurance	\$80/month = \$960/year	\$25/pay = \$600/year
Life Insurance	2x Annual Salary (Avg. \$102,000)	\$20,000
Insurance Eligibility	1 <sup>st</sup> of month after 30 days	1 <sup>st</sup> of month after 45 days (8/2/24 start = 10/1/24 coverage start date)

Item Number:	17.A.
Meeting Date:	2/13/2024
Item Type:	TIME AND DATE OF NEXT MEETING

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School  
Authority

**TITLE:**  
The Next Regular Governing Board Meeting will be held on Tuesday, March 12, 2024 at 5:30p.m., at City Council Chambers, 1015 Cultural Park Blvd., 33990

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**