



# GOVERNING BOARD MINUTES

## *SPECIAL MEETING*

### City of Cape Coral Charter School Authority Governing Board City of Cape Coral Council Chambers Tuesday, September 19, 2023

#### 1. Call to Order

Chairman Dr. Guido Minaya

A Special Meeting of the City of Cape Coral Charter School Authority Governing Board of Lee County, Florida, was held on Tuesday, September 19, 2023, at City of Cape Coral Council Chambers, 1015 Cultural Park Blvd., Cape Coral, FL 33990. Chair Minaya called the meeting to order at 5:30p.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 Kristifer Jackson, Mykisha Atisele, Keith Long, Dist. 6, Karen Michaels, Cathy Stout. Parent Representative Hoagland, OHS

Absent: Parent Representatives Schade, OMS, Soto, OES, Rozeau, OEN

Also Present: Jacquelin Collins, Superintendent

Donnie Hopper, Principal, OMS

Amy Brown, CSA HR Manager

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

Crystal Feast, CCC Deputy Finance Director

Andrea Clark, Senior Accountant, CCC

Jennifer Koehn, Assistant Accounting Manager, CCC

Mark Moriarty, CCC Assistant City Attorney

5. Agenda Items

- A. ***TABLED. Motion made by Atisele, Second by Michaels, Unanimous.***  
Request for Approval of the Second Amended Master Lease Agreement between The City of Cape Coral, Florida, and The Cape Coral Charter School Authority - Mark Mason, Director of Finance, Interim Director of Human Resources, City of Cape Coral

*Active Discussion*

1<sup>ST</sup> VOTE: Motion to Approve made by Jackson, Second by

*Tie, Motion Failed*

Minaya - NO    Atisele - NO    Michaels - NO

Jackson - YES    Long - YES    Stout - YES

***Motion made by Atisele, Second by Michaels to TABLE ITEM 5A. IT IS TO BE REVISTED AFTER THE CAPE CORAL CHARTER SCHOOL AUTHORITY STRATEGIC PLANNING SESSION WHICH IS TO BE HELD NOVEMBER 13-14, 2023.***

- B. ***APPROVED Motion made by Michaels, Second by Jackson, Unanimous***  
Request for Approval of the Amended School Bus Lease Agreement between the City of Cape Coral Charter School Authority, and the City of Cape Coral, Florida - Mark Mason, Director Finance, Interim Director of Human Resources, City of Cape Coral

- C. ***POSTPONED Motion made by Jackson, Second by Michaels, Unanimous.*** Review and Discussion of the Service Level Agreements between the City of Cape Coral, Florida, and the Cape Coral Charter School Authority - Mark Mason, Director of Finance, Interim Director of Human Resources, City of Cape Coral

**DISCUSSION OF THIS ITEM HAS BEEN POSTPONED UNTIL AFTER OCTOBER 31, 2023.**

The Board has requested Mark Mason to update Service Level Agreements before the CSA Strategic Planning Retreat November 14-15, 2023. Superintendent Collins agreed to go over summaries with Mason and the City Charter School Liaison before the CSA Strategic Planning Retreat.

6. Time and Date of Next Regular Meeting

The Next Regular Cape Coral Charter School Authority Governing Board Meeting will be held on Tuesday, October 10, 2023, at 5:30p.m., at City of Cape Coral Council Chambers, 1015 Cultural Park Blvd., Cape Coral, FL 33990

7. Adjournment

The Governing Board Regular Meeting adjourned at 6:07 p.m.

Respectfully Submitted,

Kathleen Paul-Evans, Secretary

Cape Coral Charter School Authority Governing Board

BOARD  
APPROVED

OCT 10 2023

CITY OF CAPE CORAL  
CHARTER SCHOOL AUTHORITY



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Secretary

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Date of approval