



# GOVERNING BOARD MINUTES

## *Regular Meeting*

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

Oasis High School - Cafeteria, 3519 Oasis Boulevard  
Tuesday, June 13, 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, June 13, 2023 at City of Cape Coral Council Chambers, 105 Cultural Park Blvd., Cape Coral, FL 33990. Chair Minaya called the meeting to order at 5:35p.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, Kristifer Jackson, Keith Long, Karen Michaels, Cathy Stout. Parent representative: Jennifer Hoagland, OHS/SAC, Jose Soto, OES

Also Present: Jacquelin Collins, Superintendent

Elizabeth Cannon, Assistant Principal, OHS

Tim Loughren, Assistant Principal, OHS

Donnie Hopper, Principal, OMS

Dr Brianne Romano, Assistant Principal, OMS

Marybeth Grecsek, Principal, OES

Carrie Abes, Assistant Principal, OES

Amy Brown, CSA Human Resources Manager

Mark Moriarty, Assistant City Attorney, CCC

Mark Mason, Finance Director and Interim Human Resources Director, CCC  
Wanda Roop, Procurement Manager, CCC  
Nicole Reitler, Management/Budget Administrator, CCC  
Kassandra Penner, Senior Management/Budget Analyst, CCC  
Andrea Clark, Senior Accountant, CCC  
Jennifer Koehn, Assistant Accounting Manager, CCC  
Angela Cline, Human Resources, CCC  
Rigo Chacon, Public Works/Facilities, CCC  
Damon Grant, Public Works/Facilities Project Manager, CCC  
Gary Cerny, Foundation President  
Jackie Corey, Principal, Lehigh Senior High School

**5. Approval of Minutes**

*Motion made by Vice Chair Rodriguez Meehan, Second by Member Jackson to Approve the Minutes of the Charter School Authority Regular Governing Board Meeting held on Tuesday, May 9, 2023. Unanimous. Motion Carried*

**6. Approval of Regular Agenda Meeting**

*Motion made by Vice Chair Rodriguez Meehan, Second by Member Jackson to Approve the Agenda of the Regular Governing Board Meeting on Tuesday, May 9, 2023. Unanimous. Motion Carried*

**7. Public Comment**

No Activity

**8. Consent Agenda**

*Motion made by Member Jackson, Second by Vice Chair Rodriguez Meehan to Approve the Consent Items as Presented. UNANIMOUS*

8A. APPROVED Request for Approval of the Cape Coral Charter School Authority 2023-2024 Annual Purchase Orders Over \$100,000.00 - Wanda Roop, Purchasing Manager, City of Cape Coral

8B. APPROVED Request for Approval of the FY 23 Title II (Project 8359) Allocation and Approved Title II Activities for Oasis Elementary South in the Amount of \$7,650.00 - Marybeth Grecsek, Principal, Oasis Elementary South

8C. APPROVED Request for Approval of the Salary Range Expansion for the Charter School Assistant Principal - Amy Brown, Manager Human Resources, Oasis Charter Schools

**8D. APPROVED Request for Approval of the Salary Range Expansion for the Charter School Paraprofessional II - Amy Brown, Manager Human Resources, Oasis Charter Schools**

**8E. APPROVED Request for Approval of the Salary Range Expansion for the Charter School Paraprofessional I - Amy Brown, Manager Human Resources, Oasis Charter Schools**

**9. Superintendent's Report**

- 9A. Reports: Florida Assessment of Student Thinking (FAST) Results for Oasis Charter Schools 2022-2023**
- 9B. District Compliance: Submission to the Lee County School District the Oasis Charter Schools' Safety and Security Requirements Assurances and the Oasis Charter Schools' Safety and Security Requirement Compliances Documents SY 2022-2023**
- 9C. Professional Development: Aurora Institute Symposium 2023, October 15-17, 2023, Palm Springs, CA**

**10. City Manager's Report**

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

- 10A. APPROVED - Request for Approval of the Cape Coral Charter School Authority FY 2024 Tentative Budget - Motion made by Member Jackson, Second by Member Rodriguez Meehan. Unanimous**
- 10B. APPROVED - Request for Approval and Adoption of the Cape Coral Charter School Authority Financial Management Policies -Motion made by Member Jackson, Second by Member Rodriguez Meehan. Unanimous**

**11. Chairman's Report**

- Discussed ResilientLee Recovery Taskforce Update.**
- Minaya will participate in the SLA review with Mayor Gunter and Superintendent Collins**
- Governing Board in Recess - July 2023**
- Florida Charter School Governance Conference 2023 - Saturday, September 9, 2023, 8:00am-4:00pm, Jacksonville, Florida LIVE ATTENDANCE OR VIRTUAL**

**12. Foundation Report**

*Gary Cerny, Foundation Presiden*

- Proud of the scholarships they gave out to Oasis students and looking forward to supporting the schools even more so, next year.

**13. Staff Comment**

No Activity

**14. Unfinished Business**

14A. APPROVED AND ACCEPTED October 2023 Meeting Date Correction: CSA Governing Board Meeting Dates School Year 2023-2024 - Motion made by Member Jackson, Second by Member Long, Dist 6. *Unanimous*

14B. APPROVED Request for Approval to Provide Business Cards for the City of Cape Coral Charter School Authority Governing Board Members - Motion made by Member Jackson, Second by Member Stout. *Unanimous*

**15. New Business**

15A. APPROVED Request for Approval of the Charter School Substitute Clinic Assistant Job Description and Salary Range - Amy Brown, Manager Human Resources, Oasis Charter Schools Motion made by Member Long, Second by Member Jackson, *Unanimous*

**16. Final Board Comment and Discussion**

16A. APPROVED AND ACCEPTED new Vice Chair Kristifer Jackson, and the Immediate Resignation of Dr Melissa Rodriguez Meehan - Unanimous

RODRIGUEZ MEEHAN: Thanked everyone for her time and experience on the governing board and wished all the Oasis teachers, students, families, and community stakeholders continued passion and success.

16B. Board Member Michaels - Update on the City-Charter Service Level Agreements

16C. Board Member Jackson - Comments Regarding attendance at the ResilientLee Recovery Task Force Town Hall

17. Time and Date of Next Meeting

The City of Cape Coral Charter School Authority Governing Board will be in recess during the month of July, 2023.

The next Regular Governing Board Meeting will be held on Tuesday, August 15, 2023 at 5:30p.m., at Cape Coral City Council Chambers, 1015 Cultural Park, Blvd., Cape Coral, FL 33990

18. Adjournment

The Governing Board Regular Meeting adjourned at 8:01p.m.

Respectfully Submitted,

Kathleen Paul-Evans

Charter School Authority Board Secretary

BOARD  
APPROVED

AUG 15 2023

CITY OF CAPE CORAL  
CHARTER SCHOOL AUTHORITY

  
Secretary

Date of approval

100-10000  
100-10000  
100-10000

The following is a list of the names of the persons who have been appointed to the various committees of the Board of Education for the year 1900-1901. The names are given in alphabetical order of the surnames.

Board of Education  
City of Cape Coral

Committee on Finance

Committee on Curriculum

Committee on Buildings and Grounds

BOARD  
APPROVED

AUG 15 1900

CITY OF CAPE CORAL  
CHARTER SCHOOL AUTHORITY

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