



GOVERNING BOARD MINUTES

City of Cape Coral Charter School Authority

Governing Board Regular Meeting

City Council Chambers
Tuesday, August 12, 2019 at 5:30p.m.

1. Call to Order

A meeting of the City of Cape Coral Charter School Authority Governing Board of Lee County, Florida, met on Tuesday, August 12, 2019 at City Council Chambers, Cape Coral FL 33990. Chairman Michael Campbell called the meeting to order at 5:31p.m.

2. Moment of Silence

Chairman Michael Campbell

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

Chairman Campbell

4. Board Member Roll Call

Present: Michael Campbell (C) Tami Traiger (VC), Vanessa Metzger, Dr. Guido Minaya, Susan Mitchell, Jennifer I. Nelson, District 4, Angela Ticich.

Parent Representatives: Kristifer Jackson (dais), Robert Miniaci, Oasis Middle

Also Present: Jacquelin Collins, Superintendent

MaryAnne Moniz, Business Manager

Danielle Jensen, Director of Procurement and Food Services

William Wolter, Director of Transportation - absent excused

MaryLynn McDaniels, Transportation Coordinator

Brent Richardson, Building Maintenance Supervisor

Vicki McAtee, City of Cape Coral, Human Resources Liaison

Leisa Orcutt, Human Resources Manager

Christine Hoffman, Payroll Supervisor

Lisa Betz, Charter School Bookkeeper

Jana Humenay, Charter School Cashier
 Dr Christina Britton, Principal Oasis High School
 Tod Baldwin, Assistant Principal, Oasis High School
 Tim Loughren, Assistant Principal, Oasis High School
 Donnie Hopper, Principal, Oasis Middle
 Brianne Romano, Assistant Principal, Oasis Middle
 MaryBeth Grecsek, Interim Principal Oasis Elementary
 Carrie Abes, Interim Assistant Principal, Oasis Elementary
 Kevin Brown, Principal, Christa McAuliffe Elementary
 Kelly Weeks, Assistant Principal, Christa McAuliffe Elementary
 Health Sterk, Oasis Middle Educator, CSA TAC
 Mark Moriarty, Assistant City Attorney, City of Cape Coral

Officer A. Bianco, CCPD Detail

5. Approval of Previous Minutes

Motion made by Member Ticich, Second by Member Traiger to approve the Minutes of the June 11, 2019 Regular Governing Board meeting. *Unanimous*

6. Approval of Regular Meeting Agenda

Motion made by Member Nelson, Second by Member Mitchell to approve the Agenda for the Regular Governing Board Meeting on August 12, 2019. *Unanimous.*

7. Public Comment

Resident Shawna Pike commented on the newly routed Charter School Authority (CSA) buses and that she does not think they are safe or convenient for her children who attend the Charter Schools. She also wants a depot stop that will be near her child's aftercare program.

8. Consent Agenda

Motion made by Member Traiger, Second by Member Metzger to approve Items 8A-8G of the Consent Agenda. *Unanimous Motions Carried*

8A. *Approved.* City of Cape Coral Procurement Policies and Procedures Manual - MaryAnne Moniz, Business Manager and Danielle Jensen, Procurement Director

8B. *Approved.* City of Cape Coral Charter School Authority Wellness Policy - Danielle Jensen, Procurement Director

8C. *Approved* Unpaid Meals Policy - Danielle Jensen, Director of Food Services.

8D. *Approved* NEOLA Policy "CASH POSITION ANALYSIS" - MaryAnne Moniz, Business Manager

8E. *Approved* NEOLA Policy "CAPITAL ASSETS" - MaryAnne Moniz, Business Manager

8F. *Approved* NEOLA Policy "REFUNDS" - MaryAnne Moniz, Business Manager

8G. *Approved* Personnel Movements June -August 2019 including Discussion of Chris Cann Leave of Absence Request - Superintendent Collins

9. Superintendent Report

The City of Cape Coral Charter Schools are off to a great start this year. Over the summer administrative teams participated in Safety and Threat Assessment drills to make sure our campuses are prepared and in compliance in case the unthinkable should ever occur. The City Planning Dept has requested that we hire an engineer to make sure that we follow the Code Enforcement requirements including window and door safety, etc. before putting up the Safety Guard Shack. All of these features must be in place and assessed in order for the structure to function and operate as it should so this is the hold up that could take as long as Decemebr to finally settle. In the meanwhile, a secuti guard has been put into the budget and this individual can be deployed throughout the campus until their station is ready. Other than that, all other access points have been secured. *Further Comment*

Transportation Services spent the summer rerouting our bus stops and making sure they align with the District stops. These stops are also now equipped with benches, and some even have lights, which the District has implemented as a safety initiative along with the City. Our transportation service is linked to a residence on a student's file; depot stops are not designed to be near a single family residence -- they serve multiple student addresses. Parents have been asked to continue to be responsible to get their children to and from all bus stops, especially the depots which can be upwards of 2-miles from a central point. *Further Comment*

System-wide Professional Development has included a leadership program based on the *Growing Leaders* which addresses the needs of GenZ. This generation of students and their parents require a more vigilant approach to both education and attention to individual growth and progression of student mindsets. Over the year each school will follow an academic-social-emotional learning progress plan that is tailored to their student groups. Our system's theme for the year is "Developing Leaders." All schools have applied for Title 4 Grants to purchase curriculums, technology, safety and security, etc. *Further Comment* .

CSA Branding is progressing as planned, We hired Spiro Associates to help us design our logos, correspondence and marketing. We will have something to show you at the next meeting before we head out with the first phase of external marketing. The advertising budget is on schedule and the process is long but worth it.

CME Portables are slated to go before the Hearing Examiner in early October or late November and hopefully a decision will be made and we can move forward. We still have the possibility to use that restricted money of \$1.67million if we have to but again, we are still waiting on a final answer and direction to extend the life of those portables.

Positive Media Coverage is how we started the year off and we'd like to keep it that way. Our first day of school was covered exclusively by ABC-7News from literally 6:00a.m. to 9:30 a.m. The news coverage was light and breezy and let the general public see how engaged our teachers and students are in anticipation of a good year ahead. Hopefully we will continue this relationship with the media and our amazing school system and community.

New Administrative Staff: Leisa Orcutt, Charter School Human Resources Manager, Lisa Betz, Charter School Bookkeeper and Jana Humaney, Charter School Cashier for Oasis Middle and Oasis High.

Vice Chair Traiger: Agreed positive press is important and she has heard from many parents how pleased they are. Do we have a Media Policy?

Superintendent Collins: Internally, Kathleen Paul-Evans is the PIO and will handle media. As far as the Board is concerned, last year you voted that if there is a media inquiry the Chairman is the person who will speak for the Board and all inquiries are to go to the Chairman and he is the only one to speak in an organized fashion.

Vice Chair Traiger: Thank you I wanted to make sure we have a policy in place because all of our names are attached to media articles and we need to make sure there is a process and means we can anticipate positive media relations. *Further Comment*

Chairman Campbell: Just to clarify: Information is to be distributed equally among the board members and shared only, not discussed. Then a more formal statement can come from the Chairman to the media. [entire Board shakes head affirmative]

10. Chairman Report

Thanked the Superintendent and school administrators for all the hard work they did this summer to prepare the schools for the new year, especially in regard to safety and security. It's obvious the system is putting student safety as a first priority. As far as the transportation services at this time -- it's still the first few weeks of school but as always we will continue to listen and act on parent concerns. Again, safety is the number one concern and we will continue to move at a pace that is safe and makes long-term sense for all the students.

Further Comment

11. Foundation Report

Gary Cerny, President: Congraulated CSA on a great start to an exciting new school year. Congratulated scholarship winners from last year. Over the summer had conversations with small and medium-size grant writers and fundraising entities to help make the Foundation run more efficient. System-wide grant program is a huge success and the Foundation is seeing many areas that are effected and receiving positive vibes; we hope to continue this throughout the year.

This year's events: We are currently raffling off Disney tickets. Flashback Dance Night - 1970s will be Ocotber 5th at Dixie Roadhouse. The Rally on the Green will be February 29, 2020 and the Lighthouse Awards are May 1st at the Yacht Club. Please come out to any of these events it's always a lot of fun and raises money for the kids. *Further Comment*

12. Staff Comment

Kevin Brown, Principal and Kelly Weeks, Assistant Principal, Christa McAuliffe Elementary

This year's current enrollment is 769; the goal was 766. Test scores proved a lot of hard work by students and teachers equals success. We scored 513 points out of 700 which made us the third highest scoring school in Lee County. In ELA and Math scores alone, CME had an 81% point gain in the past two years. CME consistently performs higher than all other county schools year after year. Areas for growth include ELA as a testing focus, switching out teaching models and adding staff to work with math students, and committing students and teachers to a new growth mindset that addresses learning, social and emotional levels for student success. Thank you to Bridge Church who provided a cart and snacks for teacher morale. Portables have been refurbished and some teachers were even out there painting and making the modules a more pleasant place to learn. *Further Comment*

Vice Chair Traiger: Did we replace the carpets in those portables? Where did we leave off?

Brown: No, not at this time. There's no carpet replacement because we decided to move forward with other areas that also needed to be beef'd up. *Further Comment*

MaryBeth Grecsek, Interim Principal and Carrie Abes, Interim Assistant Principal, Oasis Elementary Thanked Carrie Abes for joining the OES Team and also the Watch D.O.G.S. Dads helping make the first few days a school carline a breeze and offered so much good cheer and positive vibes to an otherwise stressful day. OES held onto their "A" rating and it was all due to the hard work of teachers and students. This year was the most points earned ever for OES with 533; last year we were 472 which is about a 60 point gain. Historic goals prove that we are consistently overachieving by at least 10-15 points. One program we feel contributed to our success was the Renaissance Program that provided data and a strategic plan. We will add Safari Management which we purchased through Title 4. We look forward to having an amazing and productive year. *Further Comment*

Donnie Hopper, Principal and Brianne Romano, Assistant Principal, Oasis Middle School Greetings from the *Home of the Iguanas!* Hopper gave a welcome and introduction to new AP, Brianne Romano. Current enrollment is 843 with students on the waiting list; that puts us at capacity. We were budgeted at 840. The Middle School had a 68% rating this year for a 12-year "A" school rating. In Math we increased from 68% to 77%; science from 60% - 62%; Civics from 81%-84% blowing it away with the highest score in the District and Algebra from 71% to 90% gain. Outstanding jobs! All areas except ELA gained which will be our focus next year. District-wide Trafalgar, Oasis Middle, then Cypress Lake make the top three. Next year we will focus on ELA both reading and writing portions. We have purchased WriteScore which has students write an essay and submit it online for scoring. Attendance is also a huge focus for us next year. Students who miss out on valuable instruction time because of absences that can otherwise be avoided is an area we want to address with parents because it is so impactful to their student's entire learning. *Further Comment*

Dr Christina Britton, Principal and Tod Baldwin, Assistant Principal and Tim Loughren, Assistant Principal, Oasis High School

We are the only "A" high school in the Cape. High schools are graded based on 10 components; we have been rated #1 in the District in terms of career and college readiness, and graduation rate. Our ELA goals have gone down in the last two years and we are going to correct this. However, Math gains are from 46% to 52%. We went up and down with overall gains by about 10 points from last year. This coming year we are hoping that we can land on a graduation rate of 100%. *Further Comment*

Vice Chair Traiger: What communication and planning is going on to make sure that the Algebra handover from the middle to the high school is taking place to keep those score high and the learning curve to match?

Britton: The OHS math teachers went over to the OMS teachers and had conversations and book exchanges to go over what was done with the incoming freshman.

Member Minaya: How many students do we have in Dual Enrollment this fall?

Britton: The last time I checked I think it was about 22?

Danielle Jensen, Director of Procurement and Food Service: Provided department update.

William Wolter, Director of Transportation: Provided department update.

Brent Richardson, Building Maintenance Supervisor: Deptment Update read by Superintendent Collins

13. Unfinished Business

No Activity

14. New Business

Approved. Motion made by Member Nelson, Second by Member Minaya to approve the Cape Coral Charter School Authority Adopted Operating Budget FY 2020-2022- Mary Anne Moniz, Business Manager

See Slide presentation - changes are reflected in red ink.

15. Final Board Comment and Discussion

Metzger: Great start to a new school year. Bus stops without benches - are we notifying the county so they can get missing benches in place? Do we have an update on Mr Cann? *Further Comment*

Superintendent: All stops have been vetted and they are most likely working toward completion of all stops with benches and lights. Mr Cann walked into our offices the other day and he appears to be doing well. You just approved his Request for Leave of Absence *Further Comment*

Minaya: Congratulations to all four schools, especially on the transfer and transition of data and information from school to school. This is our "secret sauce" to have students move on effortlessly from building to building and with such continuous improvement. Again, job well done. *Further Comment*

Ticich: I saw our buses running routes and practicing on Saturday and was very happy to know we are doing this type of training. It seems we are off to a great school year, and did well in testing last year. *Further Comment*.

Campbell: I echo everyone's thoughts. Great last year and great year ahead. I like Dr Minaya's comment "secret sauce." He's right and I'm also going to use that line, too! *Further Comment*

Traiger: I attended the system's Back to School Day and it was fabulous, and set the tone for the year. It's so wonderful when you gather everyone together and everyone has the same focus and understanding. *Further Comment*

Mitchell: I also attended the Back to School Day with teachers and staff; it was eye opening impactful. Also, great job on all the school scores. *Further Comment*

Nelson: I'm super proud of all ya'll and super proud of the transportation department's progress. This year I am also looking forward to helping Council come up with some solutions to help the schools sustain themselves. *Further Comment*

16. Time and Date of Next Regular Meeting

The next Regular Governing Board Meeting will be held on Tuesday, September 10, 2019 at 5:30 p.m. in City Council Chambers.

17. Adjournment

The Governing Board adjourned at 7:03p.m.

Respectfully Submitted,

Kathleen Paul-Evans

Charter School Authority Board Secretary

Executive Assistant to the Superintendent

City of Cape Coral Charter School Authority

**BOARD
APPROVED**

SEP 10 2019

CITY OF CAPE CORAL
CHARTER SCHOOL AUTHORITY

Secretary

Date of approval