

# **GOVERNING BOARD MINUTES**

## **City of Cape Coral Charter School Authority**

### **Governing Board Regular Meeting**

City Council Chambers  
Tuesday, September 10, 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, September 10, 2019 at City Council Chambers, Cape Coral FL 33990. Chairman Michael Campbell called the meeting to order at 5:30p.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, Angela Ticich. Absent Excused: Nelson. Parent Representatives: Hoagland(OHS), Jackson(CME/OES), Miniaci (OMS)

Also Present: Jacquelin Collins, Superintendent

MaryAnne Moniz, Business Manager

Danielle Jensen, Director of Procurement and Food Services

William Wolter, Director of Transportation

Dr Christina Britton, Principal, Oasis High

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  
Ashley Denton, Educator, Oasis High  
Heath Sterk, Educator, Oasis Middle  
MaryLynn McDaniels, Transportation Coordinator  
Dolores Menendez, City Attorney  
Mark Moriarty, Assistant City Attorney, City of Cape Coral  
Don Gross, Media Director, Spiro & Associates  
Officer Lucas, CCPD Detail

## **5. Approval of Previous Minutes**

Motion made by Member Metzger, Second by Member Minaya to approve the Minutes of the August 13, 2019 Regular Governing Board meeting. *Unanimous*

## **6. Approval of Regular Meeting Agenda**

Motion made by Member Minaya, Second by Member Traiger to approve the Agenda for the Regular Governing Board Meeting on September 10, 2019. *Unanimous.*

## **7. Public Comment**

No Activity

## **8. Consent Agenda**

*Approved.* Motion made by Member Ticich, Second by Member Metzger to approve the Technology Upgrades Threshold 2019-2020 - Danielle Jensen *Unanimous*

*Approved.* Motion made by Member Ticich, Second by Member Metzger to approve Changes to Facility Rental Agreement - Superintendent Collins. *Unanimous*

*Approved.* Motion made by Member Ticich, Second by Member Metzger to approve Teachers-out-of-Field Notification Letter - Superintendent Collins *Unanimous*

*Approved.* Motion made by Member Ticich, Second by Member Metzger to approve Governing Board Meeting Dats 2020 - Superintendent Collins, *Unanimous*



## 9. Superintendent Report

Welcomed full group of parent representatives to the board.

Reminded Governing Board the Town Hall is September 26, 2019 at 6:00-7:30p.m. in the Oasis Middle School cafeteria. Please contact the board secretary to RSVP.

Parent Survey results are in and there is roughly 95% satisfaction rate. Collins gave an overview of the types of questions on the survey; one comment that came up was the teacher turnover rate, which is significantly lower than last year. For example, the high school it is at 17%, as opposed to last year when it was at 41.2%. *Further Comment*

Member Traiger: The Superintendent's Report is a really great document that details all the areas of operations in our system. I'd like to see this shared with the public so that they can understand all that goes into what makes our entire system work, and gives great perspective to all the behind the scenes operations that make our system so great. *Further Comment*

*[The Superintendent's Interim Report can be viewed on the Charter School website: [www.capecharterschools.org](http://www.capecharterschools.org)]*

## 10. Chairman Report

Introduced new parent representative Jennifer Hoagland, Oasis High SAC member, to the Board.

## 11. Foundation Report

No Activity

## 12. Staff Comment

12A. *William Wolter, Director of Transportation:*

Gave overview of the new bus routing system and how our 230 District-aligned stops are determined. Currently, everyday the system uses 17 buses with 68 routes to cover more than 1713 miles for our 1650 students. We have also moved farther into the NE and NW areas. Wolter also explained depot stops and how they are determined. *Further Comment*

Member Metzger: I am hearing about bus overcrowding on the middle school route in the afternoon. Can you please explain what is going on with Sandoval students?

Wolter: Seating depends on school size; you can have up to three students to a seat if they are elementary level. However, they are older kids or use their backpacks and school supplies to take up a seat then the number of seats available lowers. Buses are 72-77 person capacity. *Further Comment*

12B. *Ashley Denton, Educator, Oasis High School:*

Discussed proposed EF Tours Mediterranean trip with Oasis High students in the summer 2020. The purpose of the excursion is both educational and well as cultural awareness. *Further Comment with slide show presentation.*

### 13. Unfinished Business

No Activity

### 14. New Business

14A. *Approved.* Motion made by Member Traiger, Second by Member Minaya to approve the City of Cape Coral Name Rebranding that is Aligned with the Charter Schools' Application Renewal Process - Superintendent Collins, *Unanimous; Motion Carried*

14B. *Approved.* Motion made by Member Minaya, Second by Member Traiger to approve Senior Information Technology Systems Administrator Job Description and Salary Range - Superintendent Collins. *Unanimous; Motion Carried*

Member Minaya: Requested the following language should be inserted in the job description under Skills and Knowledge: "...knowledge of learning engagement and learning management systems platforms." *Further Comment*

Member Metzger: This person is supposed to cover all four schools?

Superintendent Collins: This position reports to the superintendent. Yes, this Senior ITS will oversee all four schools including the administrative networks.

Member Traiger: Perhaps Dr Minaya would like to sit in on these interviews since he has so much experience in this area and with educational needs, in particular?

Superintendent Collins: We don't normally have board members sit in on job interviews, but he's welcome.

City Attorney Dolores Menendez: There is not a legal problem for him to sit in during an interview, but if he sits during one, he has to sit during all (interviews).

Chairman Campbell: This person is responsible for providing 24/7 support to all the schools?  
Collins: Yes. If something goes down anywhere, they must be there for support.



Campbell: I'd like to see an outsourcing of this if possible. If it's the will of the Board, I'd like to investigate if it is possible to outsource this position.

*Board Discussion Held.*

*Unanimous Board approval of the Senior ITS Job Description and Salary Range including language regarding skills and knowledge of learning engagement systems and platforms. The Superintendent has agreed to consult with senior ITS at the City for advisement on the possibility of outsourcing.*

*14C Approved. Motion made by Member Ticich, Second by Member Minaya to approve FY2018-19 Budget Amendment No. 2 - MaryAnne Moniz, Unanimous; Motion Carried*

Presentation included data and outline of why we do budget amendments which are required tools to modify estimates of revenues and expenditures in order to bring everything in line. Business Manager requested Budget Amendment No. 2 to be accepted at an adjusted amount of \$35.8million. *Discussion Held*

*Motion made by Member Ticich, Second by Member Minaya to approve FY2018-19 Budget Amendment No. 2. Unanimous Motion Carried*

## 15. Final Board Comment and Discussion

Chairman Campbell Great start to the year!

Vice-Chair Traiger praised the administrative teams and the Superintendent for working so well together and providing great and timely information. Complimented the administrative teams on the Superintendent's Interim Report which shares system operations and accomplishments with the Governing Board and public, and demonstrates how our system is supported.

Member Metzger complimented the Superintendent and other governing board members for a job well done. She's not getting any emails or complaint calls which is a good sign that everything is going good. She also commented on the great communication and board support. *Further Comment*

Member Ticich agreed parent communication is excellent at OES and also thanked MaryAnne Moniz, Business Manager, for her clear and easy to understand budget reports. *Further Comment*

Member Minaya is pleased to hear about high teacher and staff retention. He considers the system rebranding is really a great idea because Oasis will be united around one system statement. The Reserve funding is also great news and reminds us we are a healthy organization. *Further Comment*

Member Mitchell supports the Christa McAuliffe Elementary name change to *Oasis North*. Also, great job getting through the hurricane - all the information and system calls were very helpful and kept things on track for parents and students. *Further Comment*

**16. Time and Date of Next Regular Meeting**

The next Regular Governing Board Meeting will be held on Tuesday, October 8, 2019 at 5:30 p.m. in City Council Chambers.

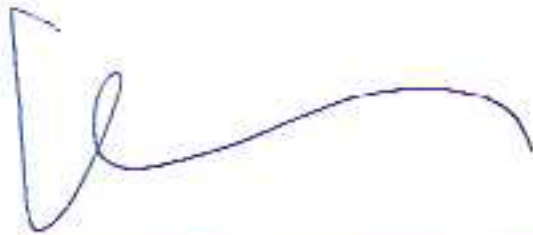
**17. Adjournment**

The Governing Board adjourned at 6:48 p.m.

Respectfully Submitted,

Kathleen Paul-Evans

Charter School Authority Board Secretary



BOARD  
**APPROVED**

**OCT 08 2019**

CITY OF CAPE CORAL  
CHARTER SCHOOL AUTHORITY

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Secretary

Date of approval