

MINUTES OF THE
CAPE CORAL
CHARTER SCHOOL AUTHORITY GOVERNING BOARD
REGULAR MEETING

Tuesday, October 13, 2015
City Council Chambers
9:00 a.m.

CALL TO ORDER: The Cape Coral Charter School Authority Governing Board of Lee County, Florida, met on October 13, 2015, at the City Council Chambers, a Regular Governing Board Meeting. Co-Chair Donaldson called the meeting to order at 9:02 a.m.

INVOCATION: Co-Chair Donaldson

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA:
All in attendance

ROLL CALL: Anderson, Boyer, Donaldson, Jackson, Lucas-Ross (Keesler), Nesta, Teblum, Zivkovic

- Chair Jackson, excused

ALSO PRESENT: Bill Buztrey, Assistant City Attorney
Nelson Stephenson, Superintendent, Cape Coral Charter School Authority
Shannon Treece, Principal, Oasis Charter High School
Keith Graham, Principal, Oasis Charter Middle School
Steve Hook, Principal, Oasis Charter Elementary School
Jacque Collins, Principal, Christa McAuliffe Charter Elementary School
Danielle Jensen, Director of Procurement and Food Services, Cape Coral Charter School Authority
Mary Anne Moniz, Business Manager, Cape Coral Charter School Authority
Tod Baldwin, Operations Manager, Cape Coral Charter School Authority
Vicki McAtee, City of Cape Coral, Human Resource Liaison to Charter Schools
Madelyn Kish, Parent, Oasis Charter Elementary School
Nicole Buzzeli, Parent, Oasis Charter Elementary School

APPROVAL OF MINUTES:

Motion to approve the minutes for the Regular Governing Board Meeting of September 8, 2015 was made by member Boyer and seconded by member Nesta.

Board vote: Anderson, Boyer, Donaldson, Nesta, Teblum, Zivkovic

All "Ayes," motion carries.

APPROVAL OF THE AGENDA REGULAR MEETING:

Motion to approve the agenda was made by member Boyer and seconded by member Nesta.

Board vote: Anderson, Boyer, Donaldson, Nesta, Teblum, Zivkovic

All "Ayes," motion carries.

SUPERINTENDENT REPORT:

Mr. Stephenson states that at the Strategic Planning Meeting on September 8, 2015 we left with a clear goal and guideline of where we need to be. Our top priorities are the expansion of Christa McAuliffe Elementary, technology upgrade and we have agreed to cap the growth of our system. We also looked at salaries, teacher retention and recruitment, and professional development opportunities.

Mr. Stephenson states that by November 12, 2015 the board members will have the active strategic plan. It will include goals and timelines.

Mr. Stephenson thanks student Ximena for her work on developing the strategic plan document.

Mr. Stephenson states that he would like the final strategic plan approved at the December 8, 2015 meeting. This will give board members a month to review and ask questions before the official approval.

Mr. Stephenson states that we have received the first draft of the NEOLA update. Mr. Stephenson will meet with NEOLA consultant Tom Young on November 9, 2015, at which time Mr. Young will give us the final legislative updates.

Mr. Stephenson states that by December 8, 2015 board members will have a hard copy of the NEOLA documents.

Mr. Stephenson states that he would like approval from the board to have a NEOLA workshop right after our regular governing board meeting on January 12, 2016. Consultant Tom Young will be present at this workshop. The purpose of this workshop is not to approve the document but to make adjustments if necessary.

Mr. Stephenson states that on February 9, 2016 he will ask the board to officially vote on the updated NEOLA document.

Mr. Stephenson states that he will attend the Florida Charter School Conference in Orlando, November 10-12, 2015. Mr. Stephenson is looking forward to discussing best practices with other groups also attending.

Mr. Stephenson states that NEOLA policy updates are a part of the AdvancEd requirements. Mr. Stephenson has been asked by the AdvancEd team to participate in two site reviews at other high schools. This will be a great opportunity, as a reviewer, to see what they are looking for.

Mr. Stephenson states there is a teacher currently working on updating our websites. The sites will be similar in format but the schools will fill in their information. We will add Twitter feeds along with our YouTube and Facebook links.

Mr. Stephenson states his intent over the next weeks is to visit all classrooms and see everything that's going on across our campuses.

Mr. Stephenson states that we are trying to lessen the loss from our PECO funding as much as we can. One way this is being done is by not resigning with our lobbying firm. Even though they have done a great job we were able to piggyback with the city lobbyist and were able to save approximately \$25,000.00. We were also able to reduce our insurance cost.

Mr. Stephenson states that due to the initiative of Councilman Nesta along with parents, staff and stakeholders, the city council and Mayor have approved a one-time allocation of \$100,000.00 to help us with capital expenses.

Mr. Stephenson states that we have received an agreement from the city to renegotiate our lease. We do not own our buildings, they are owned by the city. This would allow us to pass back some of the costs of normal business operations such as painting the buildings, roof maintenance, A/C maintenance, etc.

Mr. Stephenson thanks the city council, the mayor and especially councilman Nesta for their part in obtaining the allocation from the city. Mr. Stephenson also thanks all of those who sent letters to city council and those who attended the meeting in support.

Mr. Stephenson presents a plaque to Councilman Nesta on behalf of the students, staff, and numerous stakeholders of the City of Cape Coral Municipal Charter School System for his dedication and focus on the system. Mr. Stephenson also states that Councilman Nesta is leaving a legacy that will have an ongoing positive impact to be felt for years to come.

CHAIRMAN REPORT:

Co-Chair Donaldson states that she has regrets from Chair Amy Jackson. Chair Jackson is ill this morning. Chair Jackson sends her thanks to Councilman Nesta for his time and service and all he has done for the school system.

FOUNDATION REPORT:

Mr. Stephenson states that Ms. Porter will be unable to attend today's meeting.

PUBLIC COMMENT:

None

STAFF AND BOARD COMMENT:

Business Manager

Mary Anne Moniz states that the city will include us in their new bid for insurance. The City of Cape Coral and the City of Cape Coral Charter Schools have partnered with the Florida League of Cities. We are estimating about \$60,000.00 in savings with the new policy. The new policy became effective October 1, 2015. We remained with our present carrier July-September 2015 to cover the gap of time between policies.

Mary Anne Moniz states that we will also have savings on our building insurance. We do not know what the savings is at this time. We are waiting for it to be broken down by building.

Mary Anne Moniz thanks Mark Czerwinski in Risk Management and Shauna Howard in Procurement for being so helpful throughout the insurance process.

Mary Anne Moniz states that John Lawrence officially departed our system on September 30, 2015. The city assigned one of their accountants, Vicki Blackburn, to work with Mr. Lawrence and learn his financial reporting responsibilities before his departure. The city is anticipating hiring an outside person to fill the vacant spot. The full time position will be split between the Charter Schools and the City. The Charter School system will only pay for the hours they utilize the accountant.

Mary Anne Moniz states that we have agreed to sponsor, "The Best Damn Road Race" on December 13, 2015. We have agreed to provide shuttle service and parking spots for the road race participants. It is anticipated that there will be between 200-500 participants. The coordinator has been in contact with the city. There will be police presence and a defined route will be provided.

Mary Anne Moniz states that we have been awarded \$50,500.00 from the E-Rate grant. This is for our telephone service. We could receive the funds as credits to our monthly bills or as a lump sum at the end of the year. Due to those costs already included in our budget we have chosen to receive the lump sum at the end of our fiscal year which ends in June.

Mary Anne Moniz states that Teacher Lead funds were released to teachers in the October 8, 2015 payroll. Each received \$261.70.

Mary Anne Moniz states that she has asked each school to provide a “wish” list of how they would like to see the capital monies spent that are to be received from the city. It is a very lengthy list. Once more information is received from the city, internal meetings will be held with the principals to prioritize the funding.

Mary Anne Moniz states that she is waiting on a few items before presenting the budget amendment. She anticipates presenting the first budget amendment for FY 2016 at the next meeting.

Mary Anne Moniz states that she is finalizing a budget calendar that will include the requested budget workshops.

Discussion held.

Director of Procurement and Food Services

Danielle Jensen states that October starts our verification process. We have to verify 3% of our applicants. Letters have been sent to selected families and they will have until November 13, 2015 to provide the necessary information.

Danielle Jensen states food service is going to pilot an internship program during second semester at OHS. This program will allow Culinary 4 students to come into the cafeteria and assist. This will allow students to receive real life experience and provide help for the food service team.

Danielle Jensen states that financially, August was a short month and she does not have the September numbers at this time. More information will be given as it comes along.

Danielle Jensen states that this is National School Lunch Week. She would like to recognize the hard work her team does every week. This year’s theme is School Lunch Snapshots.

Danielle Jensen states that Zeno has agreed to replace 3 of our 4 large copy machines.

Danielle Jensen states we have had a few issues with our landscaper. Meetings were held between the charter school system, the landscaping company, and the city. For now the issues are taken care of. Their contract expires March, 2016.

Danielle Jensen states that our maintenance team has been busy with normal maintenance on the buildings.

Discussion held.

Christa McAuliffe Charter Elementary School

Jacque Collins states that they are making great progress with the hydroponic garden. Member Donaldson donated butterfly vines. Parent, Mr. Crabtree, started seedlings that will be planted next week.

Jacque Collins states that Professor Pricklethorn will visit the school to discuss planting trees and plants.

Jacque Collins states that we have the Boosterthon Fundraiser pep rally kickoff October 14, 2015. It is the PTO's annual fundraiser. The focus will be on health and fitness, and character education.

Jacque Collins states that she surveyed CME parents, CME staff and the Oasis staff in regards to adding "Oasis" to the Christa McAuliffe name. CME feels like the public doesn't always see them as part of the Oasis system. The results of the surveys will be forwarded to the governing board members. She has decided not to change the name of the school.

Jacque Collins states that the FSA test scores were excellent this year. CME is the top performing school in the City of Cape Coral.

Jacque Collins gives Councilman Nesta best wishes and says that it has been a pleasure working with him.

Discussion held.

Oasis Charter Elementary School (OES)

Steven Hook recognizes the cafeteria workers for National School Lunch Appreciation Week. Mr. Hook thanks them for the great job they do.

Steven Hook states next week is Bus Driver Appreciation Week and will have a luncheon for them on October 23, 2015 at Woody's.

Steven Hook states that Oasis Elementary test scores are in and they are very good. OES was in the top across the board.

Steven Hook states their drama department will have Shrek auditions starting very soon.

Steven Hook states the Jr. Theatre group, which includes OES and OMS students, will have a fundraiser on October 14, 2015 at the Ice Cream Club.

Steven Hook states their PTO has a PB&J 5K the morning of October 17, 2015.

Steven Hook thanks Councilman Nesta for his service and for being a champion for the charter cause.

Oasis Charter Middle School (OMS)

Keith Graham states that October is off and running and has a lot of fun things going on.

Keith Graham recognizes the school lunch workers. They were treated to lunch and gift cards yesterday.

Keith Graham states that he is looking forward to next week's Bus Driver Appreciation Week.

Keith Graham states that student government put on the first school dance and it was a great success. They also hosted the first staff-student volleyball game which was very well attended.

Keith Graham states that October 16, 2015 will be their fundraiser assembly. The students who participated will be able to see the Miami Basketball Dunk team.

Keith Graham states October 16, 2015 is "Pink" day. Students will be able to wear pink from head to toe for a donation which will go to the Relay for Life Team.

Keith Graham states that Red Ribbon week is coming up at the end of October. The 8th grade will have a presentation by the Lee County Sheriff's Office Sert Team; 7th grade will have a presentation by Mothers Against Drunk Driving; 6th grade will have a presentation by the Cape Coral Police Department. Teachers will compete in a door decorating contest.

Keith Graham states the S.T.E.M. tour group did extremely well at their first competition in Naples. The middle school division included 22 teams and our 8th grade team placed 3rd.

Keith Graham states Mr. McCarthy did a great job with his Colonial Fair. His students work in groups to create a sales presentation to encourage people to settle in one of the 13 colonies.

Discussion held.

Oasis Charter High School (OHS)

Shannon Treece thanks her food service staff. Mrs. Treece states that she doesn't know how they do what they do with such a small staff in the amount of time they have. They are very impressive.

Shannon Treece recognizes the bus drivers. They have been really good to work with.

Shannon Treece states they have received their test data and it looks strong. There are some areas of improvement needed. The professional learning community will take a deeper look at the data to see what they might be missing.

Shannon Treece states they are inserting students into the internship program. We are trying to integrate this program into senior English. The internships will last 6-8 weeks and will help students determine a career path. Students are expected to be involved in whatever internship they are serving. Katherine Knoche has done a good job at designing this program. Mayor Sawicki has been an integral part in getting students placed.

Shannon Treece states that you should feel free to come by and see them at OHS.

Shannon Treece states that for the first time OHS has a student government association. Students voted during lunch and the officials were elected. Candidates were able to give their speeches via video. The Student Government is considering taking on the \$200,000.00 community grant as part of their project based learning opportunities.

Shannon Treece states she has met with Friends of Wildlife and has applied for a grant which will allow them to do some environmental activities in the woods next to the school. The goal is to create an environment where students are getting out and learning.

Shannon Treece states the Student Voice is working on a grant that addresses needs that students feel like they are missing. The grant is to create your dream high school.

Shannon Treece states they have PSAT November 14, 2015.

Shannon Treece states homecoming is next week and there are lots of activities.

Shannon Treece states October 28, 2015 will be the OHS Showcase (Open House).

Shannon Treece states December 2, 2015 is financial aid night for the senior class.

Shannon Treece states they have implemented a communication newsletter that goes out to parents every Friday.

Shannon Treece states that she appreciates Councilman Nesta's service. He has been very welcoming and it is evident that he is about our students.

Discussion held.

Miscellaneous Business & Board Comments

Member Boyer thanks Mr. Nesta for being a quiet, calm presence and for keeping the rest of the board on task. Mrs. Boyer feels Mr. Nesta has been the best advocate to the city council on our behalf. You can see the changes Mr. Nesta has initiated and he has been a good leader for all of us.

Member Boyer states that she would like to see a parent representative from each of the schools.

Member Zivkovic states that he loves the internships at OHS and students getting out into the real world to see why they're doing what they're doing.

Member Zivkovic states that with him having two middle school students, articulation and communication have been at the top of his mind recently. It's scary the amount of time children want to spend on their electronics. It would be helpful if tools or recommendations could be provided to parents on how to slow this down and force the kids to talk to one another.

Member Zivkovic thanks Mr. Nesta for being calm and effective. Member Zivkovic would like to help implement some of the things Mr. Nesta has suggested, such as workshops and planning meetings.

Co-Chair Donaldson states that we should look to our own habits first. "Are you as a parent texting or on Facebook?"

Member Teblum thanks Mr. Nesta for all he has done. Mr. Teblum likes having the board more involved with the budgeting process.

Member Teblum suggests having bi-monthly workshops so the board can communicate and have an open dialogue.

Member Teblum congratulates the students and staff for all of their hard work on the FSA (Florida Standards Assessment) testing. He would like to know when the board will receive more information on what the results actually mean.

Member Anderson thanks Councilman Nesta for being a champion for our system in a positive manner.

Member Anderson states that she thinks the internship program is a fabulous idea.

Member Lucas-Ross (Keesler) thanks Mr. Nesta for being such a huge advocate for our system.

Member Lucas-Ross (Keesler) states her concern about electronic device use is that it leads to student isolation. Isolation seems to have a correlation with school shootings and other issues around the country. Do we have any programs to address this concern? If we don't have any of those programs we may want to consider them.

Co-Chair Donaldson states that Mr. Nesta has laid the groundwork for the next person to come in.

UNFINISHED BUSINESS

Practice Field:

Member Nesta states that he would like an update on the athletic practice field.

- Mr. Stephenson states that the Foundation has submitted to us approximately \$18,000.00 to assist us in the development of the field.
- Mr. Stephenson states there is still some discussion on whether to go with seed, sprigs, etc.

Member Zivkovic states that part of the delay for the field was because the letter sent by the foundation in reference to the donated funds had to be amended. We don't want to promise something we can't deliver.

Member Zivkovic states the bigger delay is the irrigation issue. If there are any parents with irrigation knowledge we could use your help.

Parking:

Member Nesta states that he would like an update on parking.

- Mr. Stephenson states that he wishes we had more parking.
- Mr. Stephenson states that Mr. Boerner at the high school has been very good at keeping up with assigned parking spots.
- Mr. Stephenson states we had a few issues with the new addition in the back. We had some students that had to come through puddles when we had a lot of rain.
- Mr. Stephenson states that students are much safer parking on our campus and are much more secure than when they were parking across the street or on the corner.

Co-Chair Donaldson asked if there is any way to encourage kids to car pool to cut down on the amount of cars and emphasize being green.

- Mr. Stephenson states Co-Chair Donaldson's suggestion is a great concept.
- Mr. Stephenson states that with the new internship program at OHS we will have more students than ever leaving early.

Mr. Stephenson states that he had the parking spots behind the administrative parking area removed. He feels it was not safe for students to park behind other cars; it is a very tight space. It also provides necessary room for emergency vehicles.

NEW BUSINESS

A. Approval of OMS Technology Student Association (TSA) Overnight Conference to Lake Buena Vista, November 4-7, 2015-Keith Graham

Discussion held.

Motion was made by member Zivkovic and seconded by member Boyer to approve the OMS Technology Student Association (TSA) Overnight Conference to Lake Buena Vista with an amendment to drive the Shark van in place of driving a personal vehicle.

Board vote: Anderson, Boyer, Donaldson, Nesta, Teblum, Zivkovic

All "Ayes," motion carries.

B. Approval of Oasis High School Student Educational Tour Proposal-Shannon Treece

Discussion held.

Motion was made by member Zivkovic and seconded by member Boyer to approve the Oasis High School Student Educational Tour Proposal.

Board vote: Anderson, Boyer, Donaldson, Nesta, Teblum, Zivkovic

All "Ayes," motion carries.

C. Approval of Oasis High School JROTC Out of State Competition in Molina Georgia, November 5-8, 2015-Shannon Treece

Discussion held.

Motion was made by member Teblum and seconded by member Nesta to approve the Oasis High School JROTC Out of State Competition in Molina Georgia, November 5-8, 2015.

Board vote: Anderson, Boyer, Donaldson, Nesta, Teblum, Zivkovic

All "Ayes," motion carries.

D. Approval of Oasis High School JROTC Camping Trip at MacDill Air Force Base, January 22-24, 2016-Shannon Treece

Discussion held.

Motion was made by member Teblum and seconded by member Boyer to approve the Oasis High School JROTC Camping Trip at MacDill Air Force Base, January 22-24, 2016 with an amendment to have the appropriate number of chaperones of 15 students to 1 adult.

Board vote: Anderson, Boyer, Donaldson, Nesta, Teblum, Zivkovic

All "Ayes," motion carries.

E. Approval of 2016 Governing Board Meeting Dates-Nelson Stephenson

Discussion held.

Motion was made by member Teblum and seconded by member Boyer to approve the 2016 Governing Board Meeting Dates with the addition of a January 12, 2016 workshop.

Board vote: Anderson, Boyer, Donaldson, Nesta, Teblum, Zivkovic

All “Ayes,” motion carries.

F. Approval of Florida’s Best and Brightest Scholarship Program-Nelson Stephenson

Discussion held.

Motion was made by member Boyer and seconded by member Zivkovic to approve the Florida’s Best and Brightest Scholarship Program.

Board vote: Anderson, Boyer, Donaldson, Nesta, Teblum, Zivkovic

All “Ayes,” motion carries.

Time and Date of Next Meeting

Regular Governing Board Meeting 6:00 p.m., Thursday November 12, 2015, at Oasis Middle School.

Adjournment

There being no further business, the meeting adjourned at 10:54 a.m.

Respectfully submitted,
Shannon Arthur
Executive Assistant to the Superintendent
Cape Coral Charter School Authority