

MEETING MINUTES

Name of Foundation: Florida Charter Educational Foundation, Inc.
Bay Area Charter Foundation, LLC.

Board Meeting: June 24, 2016
School(s): Woodmont Charter School
Winthrop Charter School
Henderson Hammock Charter School
Keys Gate Charter School
Clay Charter Academy
SouthShore Charter Academy

The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
June 24, 2016	10:05 am	11:17 am	August 25, 2016	1: 00 pm	K. Robertson
Meeting Location:					
Charter School USA Support Center – 600 Corporate Drive, FT. Lauderdale, FL 33334					

Attended by:	
<p>Board Members: Rod Jurado - Chairman Valora Cole - Director Allen Witt - Director</p> <p>Absent: James Grant - Director</p>	<p>Other Attendees: Levi Williams – Board Attorney Lindsey Lennon – Staff Accountant, CSUSA Lisanne Morton – Finance Manager, CSUSA Lechyana Knight – Finance Manager, CSUSA Mitch Wise – VP, Client and Community Relations, CSUSA Derek Kelmanson – Sr. Manager, Business Development, CSUSA Cheryl McDonnough – Manager, Business Development, CSUSA Keisha Smith – Governing Board Director, CSUSA Kerrian Robertson – Governing Board Manager, CSUSA</p> <p>Prospective Board Member: Lori Goehrig</p>

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 10:05 am with a Call to Order by Chairman Rod Jurado. Roll call was taken and quorum established.

I. ADMINISTRATIVE

Approval of May 5, 2016 Meeting Minutes of FCEF-BACF

- The Board reviewed the minutes from May 5, 2016 Board Meeting.

MOTION: Motion was made by Valora Cole and seconded by Allen Witt to approve the Florida Charter Educational Foundation and Bay Area Charter Foundation Meeting Minutes of May 5, 2016. Motion was approved unanimously.

II. SCHOOL REPORTS

- There were no school reports presented.

III. FINANCIALS

Approval of the 2016-2017 Proposed Budget for FCEF/BACF

- Ms. Knight presented the 2016-2017 Proposed Budget for BACF affiliated schools, and all questions were answered by Ms. Knight.
- Ms. Morton presented the 2016-2017 Proposed Budget for FCEF affiliated schools, and all questions were answered by Ms. Morton.
- Mr. Kelmanson explained to the Board that SouthShore's projected enrollment count is based on the Hillsborough County requirement.

Chairman Jurado explained to the Board that CSUSA does not charge a management fee until the school(s) is showing a profit; of this Dr. Witt agreed, and thanked the finance staff for their transparency.

MOTION: Motion was made by Allen Witt and seconded by Valora Cole to approve the 2016-2017 Proposed Budgets for both Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC affiliated schools as presented to the Board. Motion was approved unanimously.

IV. ANNUAL MEETING

Election of Officers:

- Dr. Witt nominated Rod Jurado for Chairman of Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC.

MOTION: Motion was made by Valora Cole and seconded by Allen Witt to approve Rod Jurado as Chairman of Florida Charter Educational Foundation, Inc. Bay Area Charter Foundation, LLC for a term of one year. Motion was approved unanimously.

- Mr. Jurado nominated Valora Cole for Vice-Chair of Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC.

MOTION: Motion was made by Allen Witt and seconded by Rod Jurado to approve Valora Cole as Vice-Chair of Florida Charter Educational Foundation, Inc. Bay Area Charter Foundation, LLC for a term of one year. Motion was approved unanimously.

- The Board defer the nomination of Treasurer for Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. until the board membership is filled by someone with a financial background.

- The Board defer the nomination of Parent Facilitators for Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. affiliated schools until the next board meeting in August.

Renewal of the Conflict of Interest Policy and Certification

- The Board reviewed and discussed the revised Conflict of Interest Policy

MOTION: Motion was made by Allen Witt and seconded by Valora Cole to adopt and approve the revised Conflict of Interest Policy as presented to the Florida Charter Educational Foundation, Inc. and Bay Charter Foundation, LLC. Motion was approved unanimously.

V. NEW BUSINESS

2016-2017 Annual Board Meeting Calendar

- The Board reviewed and discussed the 2016-2017 Annual Board Meeting Calendar

MOTION: Motion was made by Valora Cole and seconded by Allen Witt to approve the 2016-2017 Annual Board Meeting Calendar with amended as needed as presented to Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Motion was approved unanimously.

2016-2017 Academic Calendar for FCEF/BACF Affiliated Schools

- The Board reviewed the 2016-2017 Academic Calendars for FCEF/BACF Affiliated schools

MOTION: Motion was made by Valora Cole and seconded by Allen Witt to approve the 2016-2017 Academic Calendars for FCEF/BACF affiliated schools as presented to Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Motion was approved unanimously.

New Charter Application – Lake County

- Mr. Kelmanson explained the Charter Application process with the Board and all questions were answered by Mr. Kelmanson

MOTION: Motion was made by Valora Cole and second by Allen Witt to approve CSUSA to submit an application to Lake County on behalf of FCEF/BACF and to authorize board chair to execute any charter contracts subsequent to board attorney's review and approval. In the event of any denial the board authorizes CSUSA to submit appeals on behalf of said application as presented to Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Motion was approved unanimously.

Charter Renewal for Henderson Hammock

- Mr. Kelmanson explained the Charter Renewal process with the Board and all questions were answered by Mr. Kelmanson

MOTION: Motion was made by Valora Cole and second by Allen Witt to approve CSUSA to submit a charter renewal for Henderson Hammock to Hillsborough County on behalf of FCEF/BACF and to authorize board chair to execute any charter contracts subsequent to board attorney's review and approval. In the event of any denial the board authorizes CSUSA to submit appeals on behalf of said

application as presented to Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Motion was approved unanimously.

Charter Contract for Pasco County

- Mr. Kelmanson discussed with the Board the Charter Contract for Pasco County and all questions were answered by Mr. Kelmanson

MOTION: Motion was made by Valora Cole and second by Allen Witt to approve the Charter Contract for Pasco Charter Academy in Pasco County as presented to Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Motion was approved unanimously.

Red Apple at Clay FF&E Purchase and Lease Agreements

- Board's Attorney Levi Williams gave an insight and went into discussion with the Board about the Red Apple at Clay FF&E Purchase and Lease Agreements, all questions were answered by Mr. Williams

MOTION: Motion was made by Allen Witt and second by Valora Cole to approve the Red Apple at Clay FF&E Purchase and Lease Agreements as presented to Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Motion was approved unanimously.

VI. OLD BUSINESS

Update on Proposed Loan for Renaissance Charter School, Inc.

- Ms. Smith gave an update of the proposed loan for Renaissance Charter School, Inc. to explain that Renaissance has chosen an alternate route and will not be needing the proposed funds from Keys Gate Charter School

Breakdown of the Pre-construction cost for SouthShore Academy


- Attorney Williams provided an update to the Board of the pre-construction costs associated with SouthShore Academy

VII. PUBLIC COMMENTS

There were no public comments.

VIII. ADJOURNMENT

Chairman Jurado adjourned the Florida Charter Educational Foundation, Inc. and Bay Area Charter Foundation, LLC. Board Meeting at 11:17 am.



Rod Jurado, Chairman

Date: 8/29/16