

## MEETING MINUTES

**Name of Foundation:** Bay Area Charter Foundation, LLC  
Florida Charter Education Foundation

**Board Meeting:** August 13, 2015  
**School(s):** Woodmont Charter School  
Winthrop Charter School  
Henderson Hammock Charter School  
Keys Gate Charter School

*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:
August 13, 2015	11:09 am	12:21 pm	September 3, 2015	10:00 a.m.	A. Craig
<b>Meeting Location:</b>					
Henderson Hammock – 10322 Henderson Road, Tampa, FL 33625					

<b>Attended by:</b>	
<p><b>Board Members:</b> Rod Jurado - Chairman Seema Jain - Treasurer Valora Cole - Director James Grant - Director</p> <p><b>Absent:</b></p>	<p><b>Other Attendees:</b> Jami Shetter – Assistant Principal, Henderson Hammock Jennifer Silvers – Assistant Principal, Woodmont Charter School Dianne Stahl – Assistant Principal Deb Tracy – Regional Director, CSUSA Donte Fulton-Collins, Regional Director, CSUSA Corrine Baez –Principal, Keys Gate Charter School Matthew Grossman – Assistant Controller, CSUSA Lindsey Lennon – Finance, CSUSA Keisha Smith – Governing Board Director, CSUSA Allison Craig – Governing Board Coordinator, CSUSA</p>

### **CALL TO ORDER**

Pursuant to public notice, the meeting commenced at 11:09 am with a Call to Order by Chairman Rod Jurado. Roll call was taken and quorum established.

#### **I. PUBLIC COMMENTS**

There were no public comments.

#### **II. ADMINISTRATIVE**

Approval of May 29, 2015 Meeting Minutes of BACF-FCEF

- Chairman Jurado asked the Board to review the minutes and note any changes. The minutes stand.

**MOTION: Motion was made by Valora Cole and seconded by Seema Jain to approve the Bay Area Charter Foundation and Florida Charter Educational Foundation meeting minutes of May 29, 2015. Motion was approved unanimously.**

Approval of June 30, 2015 Meeting Minutes of BACF-FCEF

- Chairman Jurado asked the Board to review the minutes and note any changes. The minutes stand.

**MOTION: Motion was made by Valora Cole and seconded by Seema Jain to approve the Bay Area Charter Foundation and Florida Charter Educational Foundation meeting minutes of June 30, 2015. Motion was approved unanimously.**

### III. SCHOOL REPORTS

Henderson Hammock Charter School:

Assistant Principal Jami Shetter presented Henderson Hammock School Report to include:

- Enrollment of 974 with a budget of 1072.
- Assistant Principal Easterling highlighted events at the school such as the Athletic Banquet and new turf being installed.

Keys Gate Charter School

Principal Baez presented the Keys Gate Charter School Report to include:

- Enrollment of 2203 on a budget of 2280.
- Principal Baez highlighted events at the school such as the professional development opportunities for the teachers, as well as orientations for the new school year.

Woodmont Charter School:

Assistant Principal Jennifer Silvers presented the Woodmont Charter School Report to include:

- Enrollment of 630 on a budget of 732.
- Assistant Principal Baez highlighted the very successful Parents' Sports Meeting for all of the students interested in playing sports.

Winthrop Charter School:

Regional Director Deb Tracy presented the Winthrop Charter School Report to include:

- Enrollment of 1277 students with a budget of 1280.
- Regional Director Deb Tracy highlighted PTC events and community events such as the 8<sup>th</sup> Grade Promotion Ceremony and Summer Camp.

### IV. NEW BUSINESS

NWEA B3 Results

- The board was presented with NWEA B3 Results for Henderson Hammock, Keys Gate Charter School, Winthrop, and Winthrop.
- The board discussed the results and the principals and Regional Director highlighted areas of growth and compared results to the previous benchmark.

Approval of Parent Facilitators

- The board was presented with the 2015-2016 Parent Facilitator Designations. (See attachment)

- The board discussed the designations.

**MOTION: Motion was made by Valora Cole and seconded by James Grant to approve the 2015-2016 Parent Facilitator Designations, as presented. (See attachment.) Motion was approved unanimously.**

Out of Field Waivers

- The board was presented with the ESOL/Out of Field Waivers. (See attachment.)
- The board reviewed and discussed the list of names and all requests for clarity were answered by the Principals and Regional Directors.

**MOTION: Motion was made by James Grant and Valora Cole to approve the list of ESOL/Out of Field Waivers, as presented. (See attachment). Motion was approved unanimously.**

Keys Gate – Parent Contract and Student/Parent Handbook

- Principal Baez present the 2015-2016 Keys Gate Charter School Parent Contract and Student/Parent Handbook.
- The board reviewed and discussed the changes from years' prior, as highlighted by Principal Baez.

**MOTION: Motion was made by Seema Jain and seconded by James Grant to approve the 2015-2016 Parent Contract and Student/Parent Handbook for Keys Gate Charter School. Motion was approved unanimously.**

2015-2016 Meeting Calendar

- The board discussed the 2015-2016 Meeting Calendar. The board considered holding the first meeting at the Clay Charter Academy to be followed by a community event.

**MOTION: Motion was made by James Grant and seconded by Valora Cole to approve the 2015-2016 Meeting Calendar, as presented. Motion was approved unanimously.**

**V. OLD BUSINESS**

Growth Update

- Chairman Jurado updated the board on the status of the charter application in Pascoe County. The application has been accepted and further information will be available in September.

**VI. FINANCIALS**

Bay Area Charter Foundation School Financial Reports

- Matthew Grossman and Lindsay Lennon presented the Year-End Financial Report for Woodmont and Winthrop Charter Schools.

**MOTION: Motion was made by Valora Cole and seconded by Seema Jan to approve the Bay Area Charter Foundation Year-End financial reports. Motion was approved unanimously.**

Florida Charter Educational Foundation School Financial Reports

- Matthew Grossman and Lindsay Lennon presented the Year-End Financial Report for Henderson Hammock and Keys Gate Charter School.

**MOTION:** Motion was made by Valora Cole and seconded by James Grant to approve the Year-End Financial Presentation for Florida Charter Education Foundation. Motion was approved unanimously.

**VII. ADJOURNMENT**

**MOTION:** Motion was made by Valora Cole and seconded by James Grant to adjourn the Bay Area Charter Foundation and Florida Charter Education Foundation August 13, 2015 board meeting. Motion was approved unanimously.



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Rod Jurado, Chairman

Date: \_\_\_\_\_ 10/12/15

**ATTACHMENTS**

PARENT FACILITATORS 2015-2016

<b>Bay Area Charter Foundation</b>	<b>Florida Charter Educational Foundation</b>
Winthrop Charter School <i>Terry Johnson, Principal</i>	Keys Gate Charter School <i>Corinne Baez, Principal</i>
Woodmont Charter School <i>LaTasha Scurry, Principal</i>	Henderson Hammock Charter School <i>Kristen Storm-Taylor, Principal</i>
	Clay Charter Academy <i>Vickie Lowe, Assistant Principal</i>