

Access Charter School Meeting of the Board of Directors

June 15, 2016 at 5:00 P.M.

MINUTES

1. Call to Order

The meeting at Access Charter School Governing Board of Directors commenced at 6:00 p.m. Herb Smetheram opened the meeting with a moment of silence for the victims of the Pulse shooting. Herb Smetheram continued with roll call.

2. Roll Call

The following board members were present:

Heidi Peckham

Herb Smetheram

Bert Fonseca

Patrick Smith

Roger Watkins – non-board member

Board member Liani Steenekamp, Kyle Havill, and Joseph Thairu were not in attendance.

3. Review and Approval of Minutes

The meeting minutes from April 13, 2016 were reviewed. Patrick Smith motioned to accept the minutes. Bert Fonseca seconded the motion. All Board Members were in favor.

4. Director's Report

The school director, Roger Watkins presented the Director's Report.

Students: Enrollment of 126 students for 2016-2017. Currently reviewing candidates for 2016-2017 school year. At time of the meeting 2 students were on the wait list for High School and 5 students were in the review process for Middle School

Staff: The DCF/OCS investigation is still pending. There has been no updates or information provided from either organizations investigator. An Executive Board meeting will be scheduled once the investigation report is completed.

Events: End of year school activities were completed and were successful. The Interim Audit was completed by an outside sources with no concerns at this time. Summer events include: Camp (June/July), End of Year processes, In-take of new students, PAC/SAC planning meetings, Facility dedication meeting, Pre-planning for staff begins 8/1/16. Students return to school 8/15/16. Patrick Smith motioned to accept the Director's report. Bert Fonseca seconded the motion. All were in favor.

5. Treasurer Report.

Roger Watkins presented the Treasurer's Report in Kyle Havill's absence. The budget for the end date of May 31, 2016 was reviewed. Heidi Peckham moved to accept the budget report. Bert Fonseca seconded the motion. All board members were in favor. A proposed 2nd amendment to the 2015-2016 budget was reviewed. Bert Fonseca motioned to accept the amendment with no changes. Heidi Peckham seconded the motion. All board members were in favor. The proposed 2016-2017 budget was reviewed. Bert Fonseca motioned to accept the report. Patrick Smith seconded the motion. All were in favor.

6. Action Items:

- A) Brown & Brown Insurance Renewal – Board members reviewed the insurance renewal proposed by Brown & Brown. A review of D&O, Liability, and Workman's Comp. etc. was reviewed. Bert Fonseca noted to follow up on program items that may reduce the rates of insurance premiums. Heidi Peckham motioned to accept the proposal and renew. Patrick Smith seconded the motion. All board members were in favor.
- B) 2016-2017 School Calendar–The board reviewed the proposed 2016-2017 school calendar. Bert Fonseca motioned to accept the calendar as listed. Heidi Peckham seconded the motion. All were in favor.
- C) Board Meeting Schedule –The proposed schedule for 2016-2017 Board meetings was reviewed. Bert Fonseca recommended changing the time to 5:00 pm. Heidi motioned to accept the schedule with the new time of 5:00 pm. Bert Fonseca seconded the motion pending final check with board members not present. All were in favor.
- D) Parent Agreement – Director, Roger Watkins, updates and changes to the parent agreement. Patrick Smith moved to accept the proposed agreement. Bert Fonseca seconded the motion. All were in favor.

7. Board Member Matters

- A) Board Chairman, Herb Smetheram, proposed he will be reviewing the board by-laws over the summer to update as necessary and make some additions. He will request input from board members and the Director during the summer months and present at the August meeting.
- B) Facility Dedication meeting was reviewed and the next meeting is scheduled for Wednesday June 22 at 8:00 am. The event will be scheduled for August 12, 2016 in the morning.

8. Adjournment

Next board meeting is scheduled for August 17, 2016 at 5:00 pm. Bert Fonseca motioned to adjourn and Heidi Peckham seconded. All board members were in favor. The meeting adjourned at 7:00 pm.

2016 - 2017 Board meeting schedules

(Regular meeting time on Wednesdays at 5:00 pm)

Wednesday August 17, 2016

Wednesday October 19, 2016

Wednesday December 14, 2016

Wednesday February 15, 2017

Wednesday April 19, 2017

Wednesday June 14, 2017