

# Access Charter School Meeting of the Board of Directors

August 19, 2015 at 6:00 P.M.

## MINUTES

### 1. Call to Order

The meeting of the Access Charter School Governing Board of Directors commenced at 6:00 p.m. School Director Roger Watkins opened the meeting with a roll call.

### 2. Roll Call

The following board members were present:

Bert Fonseca

Kyle Havill

Heidi Peckham

Patrick Smith

Liani Steenekamp

Joseph Thairu

Roger Watkins

Board members not in attendance:

Herb Smetheram

### 3. Review and Approval of Minutes

The meeting minutes from June 18, 2015 was reviewed. Kyle Havill motioned to accept the minutes and Patrick Smith seconded the motion. All board members were in favor.

### 4. Director's Report

Roger Watkins presented the Director's Report.

Students: Enrollment of 113 students for 2015 – 2016 school year. Enrollment goal is 120 students.

Staff: Some staff members resigned recently, just before start of school year, however 2 teachers and 4 teacher assistants are ready to start, just waiting for final clearance.

Events: Parent meeting was successful with 95% attendance. Open house scheduled for August 21, 2015. School starts on Monday, August 24, 2015. FTE review is scheduled for October 16, 2015. PAC and SAC meetings are scheduled in September. Fall Festival is already in planning for October.

Joseph Thairu motioned to accept the Director's report and Heidi Peckham seconded the motion. All board members were in favor.

## **5. Treasurer Report.**

Kyle Havill presented the Treasurer's Report. The budget for the end date of July 31, 2015 was reviewed. Patrick Smith motioned to approve the budget. Liani Steenekamp seconded the motion. All board members were in favor.

## **6. Action Items:**

A) Construction Committee: Kyle Havill reviewed the Construction Committee Meeting Minutes. Liani Steenekamp motioned to move forward and Joseph Thairu seconded. All board members were in favor.

B) HV/AC Issues with Building B: School Director Roger Watkins provided information about the AC System in Building B not working effectively and that the inspection of the AC unit recommended replacement that will cost \$3600.00. Kyle Havill proposed to move forward with the replacement, Patrick Smith seconded and all board members were in favor.

c) Sun Trust Construction Loan Updates: The school director Roger Watkins discussed the Sun Trust Construction Loan and indicated that it is not yet signed as the bank is still waiting on McCree to provide some items. Liani Steenekamp motioned to move forward and Joseph Thairu seconded the motion. All board members were in favor.

d) Renewal Letter: The school director Roger Watkins discussed a letter received that Access Charter School is able to complete renewal of the charter contract with OCPS prior to June 30<sup>th</sup>, 2016. Renewal process is subject to Florida Statute 1002.33 (7-8). Kyle Havill motioned to move forward with renewal and Heidi Peckham seconded. All board members were in favor.

## **7. Board Member Matters**

New Member: The school director will contact and meet with 2 new nominations.

Overall construction update: Septic tank inspected and approved on August 18, 2015. The school director Roger Watkins discussed recommendations received for outside air cooling. Bert Fonseca motioned to approve new AC units and to settle using contingency funds. Heidi Peckham seconded. All Board members in favor.

## **8. Adjournment**

Next board meeting is scheduled for Wednesday October 21, 2015 at 6:00. Kyle Havill motioned to adjourn the meeting. Heidi Peckham seconded the motion. All board members were in favor. The meeting was adjourned at 7:10 pm.

2015 - 2016 Board meeting schedules

(Regular meeting time on Wednesdays at 6:00 pm)

Wednesday October 21, 2015

Wednesday December 16, 2015

Wednesday February 17, 2016

Wednesday April 13, 2016

Wednesday June 15, 2016