

ACCESS CHARTER SCHOOL MEETING MINUTES

January 8, 2015

1. Call to Order

The meeting at Access Charter School Governing Board of Directors commenced at 6:05 p.m.

2. Roll Call

The following board members were present:

Heidi Peckham

Herb Smetheram

Kyle Havill

Neil Middendorf

Bert Fonseca

Roger Watkins, School Director

Board members Joseph Thairu, Liani Steenekamp and Theresa Campbell were not in attendance.

3. Review and Approval of Minutes

The meeting minutes from October 23, 2014 were reviewed. Kyle Havill motioned to accept the minutes and Neil Middendorf seconded the motion. All board members were in favor.

4. Director's Report

Roger Watkins presented the Director's Report.

Students: A total of 98 students following recent graduation, 21 students on the current wait list.

Staff: All positions are currently full. OCPS has approved reimbursement for IDEA approved positions to include Behavior Technicians.

Events: SAC committee recently participated in the Holidays on the Drive in College Park. Fundraising Committee continues to be making progress with planning.

Fundraiser scheduled for May 8, 2015 at the Orlando Museum of Art. The theme is Fiesta for Success!

Upcoming: Director will be attending re-certification training for Professional Crisis Management to continue providing training for staff. Transition Planning meeting is scheduled for parents on January 15, 2015. Students and parents will be attending a special performance at the Dr. Philips Performing Arts Center on January 17. ACS has been working with DPPAC to develop a sensory driven show for students with special

needs. Student from ACS assisted in developing a Social Story video for the DPPAC website. Heidi Peckham motioned to accept the Director's report and Neil Middendorf seconded the motion. All members were in favor.

5. Treasurer Report.

Kyle Havill presented the Treasurer's Report. The budget for the end date of December 31, 2014 was reviewed. Mid-year budget amendments were proposed. Heidi Peckham motioned to approve the budget review and amendment proposal. Neil Middendorf seconded the motion. All board members were in favor.

6. Action Items:

Property Construction Update: School Director, Roger Watkins reviewed a timeline of events concerning the construction process, scope of work, and final site plan development. A meeting is scheduled for January 9, 2015 with ZHA and McCree to review the site plans and identify need for any changes. At this time McCree has submitted plans and is awaiting comments to be provided from Orange County zoning and permitting. Roger Watkins, School Director requested approval to move forward with changing the signage of the building with a budget of \$1,500.00. Kyle Havill motioned to approve and Heidi Peckham seconded. All board members were in favor. Roger Watkins, School Director requested approval to schedule a large trash bin to be delivered in order to begin necessary clean up and clearing debris prior to construction beginning. Bert Fonseca acknowledged that he would provide Roger Watkins with contact information for a company to provide this service. Neil Middendorf motioned to move forward providing the cost for a pull did not exceed \$225.00. Kyle Havill seconded the motion. All board members were in agreement.

Groundkeeper Contract Review/Decision: Roger Watkins, School Director, reported that the applicant for the position of Groundskeeper was not eligible for hire through Florida Statutes. Another applicant was presented and is being reviewed for approval. The proposal to offer a contract to the applicant upon approval through June was presented. Neil Middendorf moved to offer the applicant, upon FLDOE and OCPS approval, a contract for the Groundskeeper/Maintenance position provided there is an understanding that compliance with all fire arm laws and rules be closely followed, monitored, and included in the contract agreement. The contract will end June 30, 2015 whereupon an evaluation will be completed to determine eligibility for a one year contract. Heidi Peckham seconded this motion. All members were in agreement.

7. Board Member Matters

New members: Roberto Francesco has completed all requirements for participation on the ACS School Board and was introduced by Board Chairman, Herb Smetheram. Herb Smetheram, Chairman stressed to members the importance of continuing to interview additional members for the board.

Board member resignation: Herb Smetheram presented a resignation letter from Theresa Campbell. Ms. Campbell served on the board since inception in 2010.

Property security: Roger Watkins, School Director requested approval to begin changing the locks at the new site for security purposes. Kyle Havill motioned to approve and Neil Middendorf seconded the motion. All board members were in agreement.

Signature of all Loan Documents: Kyle Havill motioned for approval of Herb Smetheram, Board Chairman, signing all documents relating to the loan and purchase of the new site. Heidi Peckham seconded the motion. All board members were in agreement.

8. Adjournment

Next board meeting is scheduled for February 19th, 2015 at 6:00 pm. Kyle Havill motioned to adjourn the meeting. Heidi Peckham seconded the motion. All board members were in favor. The meeting was adjourned at 7: 25pm.

2014-2015 Board Meeting schedules (all meetings are held on Thursdays at 6:00PM).

February 19, 2015

April 23, 2015

June 18, 2015

Please note these dates on your calendar.