

# ACCESS CHARTER SCHOOL BOARD MEETING MINUTES

**August 21, 2014**

## **1. Call to Order**

The meeting at Access Charter School Governing Board of Directors commenced at 6:00 p.m.

## **2. Roll Call**

The following board members were present:

Heidi Peckham

Herb Smetheram

Liani Steenekamp

Joseph Thairu

Neil Middeldorf

Board treasurer Kyle Havill and board member Theresa Campbell were not in attendance.

## **3. Review and Approval of Minutes**

The meeting minutes from June 19, 2014 were reviewed. Joseph Thairu motioned to accept the minutes and Neil Middeldorf seconded the motion. All board members were in favor.

## **4. Director's Report**

Roger Watkins presented the Director's Report.

Students: 18 new students, 23 students on the waiting list and a total of 104 students are currently enrolled.

Staff: Still need to fill 2 teacher assistant positions.

Parents: PAC meeting scheduled for August 29<sup>th</sup>, SAC meeting scheduled for September 4<sup>th</sup>

Events: Awaiting feedback regarding IDEA funding from Orange County Schools. Capital outlay was approved by OCPS.

Auditors: Audits that were completed revealed excellence.

Upcoming: Upcoming events include; more work programs that will be investigated, Accountability Report in progress, website updating in working, in communication with

Sally Mae Forgiveness of Educational Loans, Roger planning to attend meetings to discuss future of ESE Requirements, Roger in process of exploring digital classroom funding and other grants opportunities.

**5. Treasurer Report.**

Herb Smetheram presented the Treasurer's Report. The budget for the end date of the report is June 30, 2014 was reviewed. Liani Steenekamp motioned to approve the budget. Joseph Thairu seconded the motion. All board members were in favor.

**6. Action Items:**

Facility:

Herb Smetheram opened the Action Items by providing a summary of a new facility/property. Roger Watkins, Herb Smetheram, Liani Steenekamp and Heidi Peckham toured the facility on two different occasions. Heidi highlighted the amazing possibilities of the space available. Members that toured the facility/property discussed the enormity of the gymnasium, classrooms in the second building and, the residency on the property. The board voted on accepting and signing of a contract to move forward with the Due Diligence period. Neil Middendorf motioned and Liani Steenekamp seconded. All board members were in favor.

Attorney Options:

The board reviewed the options of the two attorneys; Robert Rosen and Rickardo Carmona. The board voted on Rickardo Carmona to represent Access Charter School for the purchase process of the commercial building. Joseph Thairu motioned and Liani Steenekamp seconded the motion. All board members were in favor.

Due Diligence Period:

The Due Diligence Period will end October 21, 2014. The board voted to accept CHA to represent Access with a cap of 75,000 dollars, with the board to reconvene if the amount exceeds 75,000 dollars. Neil Middendorf motioned and Heidi Peckham seconded the motion. All board members were in favor.

Board member nominations:

Theresa Campbell indicated prior this meeting that she will resign from the board as soon as a new board member is selected. Roger Watkins presented Roberto Fonseca as a person who is interested in serving on the board. His resume was reviewed and Joseph Thairu motioned to accept Roberto Fonseca as a new board member and Heidi seconded the motion. All board members were in favor.

## **7. Board Member Matters**

Herb Smetheram discussed the overwhelming amount of tasks and responsibilities that Roger Watkins performs daily and that these tasks and responsibilities will increase with expanding enrollment. Herb suggested board members to consider a new staff position; Assistant Principal, beginning 2015 -2016 school year. This matter will be reviewed in future meetings.

The board discussed providing Roger Watkins consent for signing checks up to \$2500, with notifying Kyle Havill and Herb Smetheram. Neil Middeldorf motioned and Joseph Thairu seconded the motion. All board members were in favor.

## **8. Adjournment**

Next board meeting is scheduled for October 23, 2014 at 6:00 pm. If needed, a meeting will be scheduled prior to October 23, 2014. Herb Smetheram motioned to adjourn the meeting. Neil Middeldorf seconded the motion. All board members were in favor. The meeting was adjourned at 7:55pm.

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

October 23, 2014

December 18, 2014

February 19, 2015

April 23, 2015

June 18, 2015

Please note these dates on your calendar.

Submitted by Liani Steenekamp, Board Secretary