



# MINUTES

## BOARD OF TRUSTEES MEETING

JUNE 6, 2019 | 11:30 PM  
OCALI CHARTER MIDDLE SCHOOL

<b>MEETING CALLED TO ORDER BY</b>	Mr. Leo Pacheco, Chairman of the Board
<b>SECRETARY</b>	Mrs. Debbie Hart, Secretary Protempore
<b>ATTENDEES</b>	Mr. Leo Pacheco, Mrs. Debbie Hart, Dr. William Murry, Mrs. Kelly Thompson, Mrs. Teecy Matthews
<b>NOT IN ATTENDANCE</b>	Ms. Corrin Collier Mrs. Marleen Wiersum
<b>ATTENDING GUESTS</b>	

## AGENDA ITEM 1

AGENDA ITEM:	PRESENTER(S):
Verification of Quorum and Opening Statement	Mr. Leo Pacheco
DISCUSSION:	
<p>Chairman Pacheco verified quorum and opened the meeting by stating the Board’s appreciation for the Executive Team, thanking Mrs. Matthews and Mr. Posth for a smooth year and great success in meeting goals. Mr. Pacheco expressed that he feels the Board needs to take a more proactive stand on showing appreciation to the staff, by finding creative ways throughout the year to do so. He shared that often there is a disconnect between the Board and staff simply because of the large absence on a daily basis, but we should attempt to do so as part of our annual agenda.</p>	
MOTION:	RESULT:
NONE	

## AGENDA ITEM 2

AGENDA ITEM:	PRESENTER(S):
Approval of Previous Minutes and Current Agenda	Mr. Leo Pacheco
DISCUSSION:	
<p>Mr. Pacheco noted that the Minutes to be approved were from the Special Meeting called on 5/2/2019.</p>	
MOTION:	RESULT:
A MOTION WAS MADE BY MRS. HART AND SECONDED BY DR. MURRY TO APPROVE THE MINUTES. MRS. NWAKOBY MOTIONED TO APPROVE AND ACCEPT THE AGENDA, MRS. HART SECONDED.	Both motions were carried unanimously and approved.

## AGENDA ITEM 3

AGENDA ITEM:	PRESENTER(S):
Executive Director’s Report	Mrs. Teecy Matthews
<b>DISCUSSION:</b>	
<p>Mrs. Matthews shared that the 2019-20 school year will increase to three 8<sup>th</sup> grade classes to meet the need of enrollment. She estimates we will carry about 154 students this next year, which will increase school’s revenue, as well.</p>	
<p>Algebra I will be returning to the curriculum for this year. In the prior year, most 8<sup>th</sup> graders were not proficient in general math, and needed assistance in bringing them to a higher level of proficiency before they could move on to Algebra I. With the addition of Algebra I, Mrs. Matthews believes it will help our students excel in math and help our school take the school grade higher next year.</p>	
<p>Mrs. Matthews shared that as with every academic school year, there will be some changes in staff. She will be hiring new math and science teachers. Plus, she needs a custodian, and will be looking to hire someone in that role.</p>	
<p>She shared that the school implemented a “Time to Teach” tool this past year, and “Discipline with a Smile,” approach to help prevent disruption by students throughout the day. It was very successful. Overall discipline was up this past year, but the occurrences were less severe.</p>	
<p>State standardized testing (FSA) was moved to May this year, which was met with some challenges due to the fact it was closer to the end of school year and students seemed less motivated by that time, which could possibly impact how well they test and our overall school grade at the end of the year. However, she was confident that the teachers worked very hard to ensure students were prepared to the FSA.</p>	
<p>Overall, the leadership team is hoping for a “B” school grade, but expect we may maintain a “C” this year and will work hard to get a “B” in the coming year.</p>	
<p>Mrs. Matthews shared that our parent engagement group (PTO) had five parents join and they were all very helpful.</p>	
<p>Mrs. Matthews also stated that Title II dollars will be staying with the District and not coming to our school for professional development of staff because the District offered the best option or “bank for our buck,” with regard to staff professional development.</p>	
<b>MOTION:</b>	<b>RESULT:</b>
NONE	

## AGENDA ITEM 4

AGENDA ITEM:	PRESENTER(S):
Treasurer’s Report	Dr. William Murry
<b>DISCUSSION:</b>	
<p>Dr. Murry delivered the Treasurer’s Report for April, but stated May’s report was forthcoming due to conflicts in his personal schedule and inability to complete in time for our early June meeting, but that he would have it ready for the next board meeting.</p>	
<b>MOTION:</b>	<b>RESULT:</b>

A MOTION WAS MADE BY MRS. NWAKOBY TO APPROVE AND ACCEPT THE APRIL TREASURER'S REPORT. THE MOTION WAS SECONDED BY MRS. HART.	The motion was accepted and carried unanimously.
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## AGENDA ITEM 5

AGENDA ITEM:	PRESENTER(S):
Renewal of Charter	Mrs. Teecy Matthews
DISCUSSION:	
<p>Mrs. Matthews announced that our charter with Marion County Public Schools was renewed for another five years, and all documents have been signed by us and the District. Mrs. Matthews notified the District of our recent legal name change, as well, and the new charter reflects our name change.</p> <p>Mrs. Matthews asked Dr. Murry about getting new business checks to reflect our new name change, and he asked her to follow up with the bank to determine cost. Mr. Pacheco suggested they look at ordering checks online through a more affordable company. Mrs. Matthews said she would look at both options and review further.</p>	
MOTION:	RESULT:
NONE	

## AGENDA ITEM 6

AGENDA ITEM:	PRESENTER(S):
403(b) Update	Mrs. Teecy Matthews & Mr. Leo Pacheco
DISCUSSION:	
<p>Mr. Pacheco shared that the school is moving forward with offering staff a 403(b) retirement plan, as approved previously by the board. Mrs. Matthews has been in contact with Vanguard, and the plan will be implemented in August and should be ready for enrollment by the first paycheck in September.</p>	
MOTION:	RESULT:
NONE	

## AGENDA ITEM 7

AGENDA ITEM:	PRESENTER(S):
School Improvement Plan	Mrs. Teecy Matthews
DISCUSSION:	
<p>Mrs. Matthews shared the 2019-20 School Improvement Plan with the Board and asked for approval. She highlighted that the goals for the new year SIP include deliberated, sustainable habits for the staff. The goals will be outlined in the Comprehensive Needs Assessment Guide.</p>	
MOTION:	RESULT:
A MOTION WAS MADE BY MRS. THOMPSON TO ACCEPT THE NEW SIP AND SECONDED BY MR. PACHECO.	The motion was approved and carried unanimously.

## AGENDA ITEM 8

AGENDA ITEM:		PRESENTER(S):
Bylaws		Mrs. Teecy Matthews
DISCUSSION:		
Mrs. Matthews shared that although we just approved the new Bylaws recently, there are some items that need to be added in order to meet our insurance requirements. She would review what those are and share them with the Board at the next scheduled board meeting.		
MOTION:		RESULT:
NONE		

## AGENDA ITEM 9

AGENDA ITEM:		PRESENTER(S):
2019-20 Budget		Mrs. Teecy Matthews & Dr. William Murry
DISCUSSION:		
Mrs. Matthews shared the new proposed budget for 2019-20, stating the carryover was higher than needed. Dr. Murry asked about holding summer camps in the future, and Mrs. Matthews said she couldn't do it at the moment due to timing, but she would review for future years.		
Mr. Pacheco asked Dr. Murry to remove the supply kits from the budget since we no longer do them.		
MOTION:		RESULT:
A MOTION WAS MADE BY MRS. THOMPSON AND SECONDED BY MRS NWAKOBY TO ACCEPT AND APPROVE THE 2019-20 BUDGET, PENDING THE MINOR CHANGES		The motion was accepted and carried unanimously.

ANNOUNCEMENTS	
Mr. Leo Pacheco	Mr. Pacheco shared that he signed the school up for TicketsatWork, which is a free program offered to employers, providing staff and board members and anyone we choose to get discounted tickets to movie theaters, parks, sporting events, etc. as an HR non-compensatory benefit. Everyone can join for free by going to TicketsAtWork.com and entering code: OCMSFUN
Mr. Leo Pacheco	Mr. Pacheco shared that he would be working on an HR Standard Operational Procedures (SOP) in order to streamline the HR process and help us standardize procedures to ensure compliance with law.

<b>NEXT MEETING SET FOR</b>	Thursday, September 5, 2019 – 11:30 AM – 1:30 PM – Location TBD
<b>ADJOURNMENT</b>	A motion to adjourn was made by Dr. Murry, Seconded by Mrs. Nwakoby. The meeting adjourned at 1:14 PM.