

O CALI

CHARTER MIDDLE SCHOOL

ACADEMY of MATH, SCIENCE, TECHNOLOGY and ENRICHMENT
A Tuition Free Public Charter Middle School



MINUTES

BOARD OF TRUSTEES MEETING

AUG 30, 2018 | 3:00 PM
MARION COUNTY PUBLIC LIBRARY HEADQUARTERS

MEETING CALLED TO ORDER BY	Mr. Leo Pacheco, Chairman of the Board
SECRETARY	Mrs. Debbie Hart, Secretary Protempore
ATTENDEES	Mr. Leo Pacheco, Mrs. Debbie Hart, Dr. William Murry, Mrs. Kelly Thompson Mrs. Teecy Matthews
NOT IN ATTENDANCE	Mrs. Nneka Nwakoby
ATTENDING GUESTS	Mr. Mark White, Ms. Laurie Walker, Ms. Alison Stone – Purvis Gray and Company, C.P.A.
INVOCATION BY	Dr. William Murry
PLEDGE OF ALLEGIANCE BY	Dr. William Murry

AGENDA ITEM 1

AGENDA ITEM:	PRESENTER(S):
Auditor's Report	Mr. Mark White, Ms. Laurie Walker, Ms. Alison Stone – Purvis Gray and Company, C.P.A.
DISCUSSION:	
Meeting was called to order at 3:10 PM after verification of quorum by Chairman Pacheco.	
Representatives from Purvis Gray and Company reviewed annual audit, praising how easy and wonderful it was to work with our staff to complete. They found nothing negative and stated our audit passed with flying colors, giving us the highest ranking possible. Chairman Pacheco brought up the fact that the school also raised its grade from an "F" to a "C," as one of only two Marion County schools to raise their grade by two grade levels. As a result of the stellar audit and improved grade, OCMS once again qualifies for PECO funds from the State.	
MOTION:	RESULT:
Motion to Accept Annual Audit from Purvis Gray was made by Dr. Murry, seconded by Mrs. Hart.	Motion was carried unanimously.

AGENDA ITEM 2

AGENDA ITEM:	PRESENTER(S):
Agenda and Minutes Approval	Mr. Pacheco, Chairman
DISCUSSION:	
None	
MOTION:	RESULT:

Motion to Approve and Accept Prior Meeting Minutes and Agenda was made by Dr. Murry, Seconded by Mrs. Thompson.	Motion was carried unanimously.
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AGENDA ITEM 3

AGENDA ITEM:	PRESENTER(S):
Treasurer's Report	Dr. William Murry, Treasurer
DISCUSSION:	
Dr. Murry presented the Treasurer's report, stating that based on a couple recommendation from Purvis Gray, their would be an adjustment to our annual budget, showing a much more significant carry-over. He will present a revised budget for approval at the next board meeting. Dr. Murry excused himself from the meeting in order to attend another commitment.	
MOTION:	
None	RESULT:

AGENDA ITEM 4

AGENDA ITEM:	PRESENTER(S):
Executive Director's Report	Mrs. Teecy Matthews, Executive Director
DISCUSSION:	
Mrs. Matthews attended the second half of the meeting. She shared with the Board that the State of Florida has allocated funds to be used toward mental health programs as part of their school safety mandate. The Board needs to elect whether to receive those funds and provide our own mental health program. However, Marion County Public Schools has offered a proposal to charter schools where they will provide mental health professionals as needed.	
The funds originally allocated to each school would go to Marion County versus the school, but after speaking with the Dept. of Ed. about funding through state for our own program, Mrs. Matthews learned the allocation is minimal and would cost us more to provide our own services than to go with MCPS. She recommended the Board approve to decline state funds and accept MCPS' offer, stating that all other Marion County charter schools have elected to go this route.	
Chairman Pacheco agreed, but asked Mrs. Matthews to touch base with the District to determine whom and how they will provide mental health assistance through this program. A motion was made by Mrs. Thompson to approve and Mrs. Hart seconded the motion. The motion was carried by majority vote.	
Mrs. Matthews presented the school improvement plan to the board, asking for approval. She stated that I-Ready was being used as a diagnostic tool for math proficiency and that they are reviewing a science program called Bell Ringer to help with improving science scores. She also stated that their changes to Language Arts showed improvement this past year. Mrs. Thompson motioned for approval and Mrs. Hart seconded the motion. The motion was carried by majority.	
Mrs. Matthews updated the board on current enrollment: 147 Students - 7 th Grade is our largest group - Two 6 th grade groups this year. She is working on Title I Dollars and Federal funds to determine if we are getting the amount allocated to charter schools. And she just purchased new textbooks for Language Arts and Science.	

MOTION:	RESULT:
Motion to Decline Mental Health Funds from State and Approve Partnering with MCPS for Mental Health Services to meet State Mandate was made by Mrs. Thompson, Seconded by Mrs. Hart.	Motion was carried unanimously.
Motion to Approve School Improvement Plan was made by Mrs. Thompson, Seconded by Mrs. Hart.	Motion was carried unanimously.

AGENDA ITEM 5

AGENDA ITEM:	PRESENTER(S):
By-Laws and Charter Committee Report	Mrs. Kelly Thompson, Chair
DISCUSSION:	
<p>Mrs. Thompson presented the revised Charter and By-Laws for review. The board agreed to table the charter discussion until the Charter Committee could review in detail and make recommendations to the Board at a later date.</p> <p>The Board reviewed the By-Laws and made minor changes, including revising areas that name “Principal” and should be “Executive Director,” among others.</p> <p>The Board also agreed to revise the check-writing procedure to include transmission of payments via ACH or electronic bill-pay.</p> <p>Mrs. Thompson will make revisions and email to the Board prior to next board meeting. Mrs. Hart moved for the board to accept changes as requested, Mrs. Thompson seconded, and the motion was carried by majority vote.</p>	
MOTION:	RESULT:
Motion to Accept the Changes to the By-Laws was made by Mrs. Hart, seconded by Mrs. Thompson.	Motion was carried unanimously.

AGENDA ITEM 6

AGENDA ITEM:	PRESENTER(S):
Fundraising Committee Report	Mrs. Matthews and Mr. Pacheco
DISCUSSION:	
<p>Chairman Pacheco announced that the school was applying for a grant with the J. Campbell Foundation. The school is applying for \$50,000 to go toward school safety and hardening of facilities, and would pay for a school guardian. The Guardian would be called “Health and Safety Officer,” and would also serve as clinician, while helping out with the front office as needed. Included in the grant would be approximately \$6,000 toward a strong window film that would make the glass harder to break. We should hear back by next board meeting.</p> <p>Mr. Pacheco also stated OCMS is looking for additional funding for security cameras and door security to include a key card access pad and door buzzer.</p>	

Mrs. Matthews shared that the school is conducting small fundraisers, such as a Chick-Fil-A Spirit Night and Book Collection.	
MOTION:	RESULT:
Motion to Approve Final 2018-19 Budget recorded.	Motion carried by majority vote via electronic mail prior to board meeting.

AGENDA ITEM 7

AGENDA ITEM:	PRESENTER(S):
Nominating Committee Report	Mr. Pacheco on behalf of Mrs. Nneka Nwakoby (absent)
DISCUSSION:	
<p>Mr. Pacheco shared that Ms. Lolita Lockett, who was previously approved and accepted as a new board member, would be in attendance at a future board meeting and begin her tenure as a board member. He stated that Mrs. Lockett had not yet had the opportunity to complete her on-boarding process due to a shift in her career, but that she assured she would be joining by year’s end. Mr. Pacheco stated that Dr. Murry indicated he was at a point where he is starting to document his procedures in preparation for his retirement. Mr. Pacheco will connect Ms. Lockett with Dr. Murry to begin the process of transition.</p> <p>The Committee is reviewing another candidate for board membership, and Mr. Pacheco indicated that Mrs. Nwakoby was going to contact the candidate for an interview, but did not have an update on that status.</p>	
MOTION:	RESULT:
None	

AGENDA ITEM 8

AGENDA ITEM:	PRESENTER(S):
New Business	Chairman Pacheco
DISCUSSION:	
<p>Chairman Pacheco announced the school will be receiving a new electronic display kiosk from Skoollive, which is a large LED screen that can be used for announcements, upcoming events, Facebook feeds, and an app for smart phone integration. He stated that the kiosk is provided FREE of charge to the school, and Skoollive will provide the maintenance and installation without any cost to the school, except electricity. The kiosk does not use our WiFi or internet and has its own cellular connection paid for by Skoollive.</p> <p>In return for the installation, Skoollive will contact local businesses and sponsors to encourage them to advertise on the Kiosk and sponsor our school. The school will receive 50% of any dollars they collect through advertising fees.</p> <p>He stated there is a 5-year commitment, but there is no financial obligation if we break that commitment.</p> <p>Mrs. Matthews pointed out that this would be a first of its kind in Marion County and provide the school with a high-end technology tool that we would have control of – in essence our own billboard where we can sell space from local businesses and raise funds for the school without any cost to the school except electricity.</p> <p>Chairman Pacheco concluded the meeting by stating that board members were asking that we move board meetings to once per quarter versus every other month, and to look at a virtual option where board</p>	

members could attend meetings remotely when necessary. Mr. Pacheco shared that he researched option in detail and the cheapest program available is Directorpoint, an online software for board management that provides remote access, agenda and meeting minute library for easy retrieval, and access to corporate documents. Each board member would have a separate login but access to the documents. And the software would allow for remote polling where each board member could vote remotely and their vote would be recorded. He pointed out that Directorpoint had a lot of great features, but the cost is \$1,800 per year for ten users, which currently wasn't in the budget.

He recommended we move the board meetings to once per quarter, but table purchasing Directorpoint until a later date. Attending board members discussed changing the time, as well, and agreed to move it to earlier in the day. The majority agreed without motion.

As such, the next Board Meeting was scheduled for Wednesday, November 7, 2018 at 11:00 AM at the Ocala Library.

MOTION:	RESULT:
None	

AGENDA ITEM 9

AGENDA ITEM:	PRESENTER(S):
New Business	Chairman Pacheco
DISCUSSION:	
The Board previously voted via electronic mail to accept and approve the latest rendition of the 2018-19 Budget.	
MOTION:	RESULT:
Motion to approve latest rendition of the 2018-19 budget.	Motion carried by majority vote via electronic mail prior to board meeting.

RESOLUTIONS

PRESENTED BY:	DESCRIPTION:	ACCEPTED OR DENIED
None		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Revised budget showing new carry-over per Purvis Gray	Dr. Murry	Next Board Meeting
Revise By-Laws to reflect approved changes by the Board	Mrs. Thompson	Next Board Meeting
Contact MCPS to determine who and how the District will be providing mental health assistance as needed.	Mrs. Matthews	Next Board Meeting

NEXT MEETING SET FOR	Wednesday, November 7, 2018 – 11:00 AM – 1:00 PM – Ocala Public Library
ANNOUNCEMENTS	None

ADJOURNMENT

A motion to adjourn was made by Mrs. Kelly Thompson, Seconded by Mrs. Debbie Hart. The meeting adjourned at 5:54 PM