

## MINUTES OF MEETING

### Call to Order

The Access Charter School Board of Directors meeting was called to order by Chairman, Kyle Havill, at 5:05 P.M. Notice of the board meeting was provided to the public via school communication system, school marquee, and school calendar prior to the meeting date.

### Roll Call

Board Members participating in person: Bert Fonseca and Tina Webster.

Board Members participating via web: Kyle Havill, Alice Fairfax, Marisa Bradbury

Board Members not participating: Lori Geroganna

Non-Board Member participating in person: Roger Watkins, Executive Director.

### Review and Approval of Minutes

Minutes of June 15, 2022 had been presented through email. No corrections were provided. Bert Fonseca made a motion to approve the minutes, Alice Fairfax seconded. Motion passed; minutes approved.

### Director's Report

Roger Watkins presented the Director's report. The board was informed of the Fall 2022 enrollment of 129 students; Enrollment dropped from 136 during the last few weeks of July due to families who chose not to relocate and withdrew prior to start of the school year. Currently there are 8 students on the middle school wait list and 12 students on the high school wait list.

Staffing has been a concern this year. Last minute resignation of teachers and paraprofessionals required the merging of two classrooms together. Continued search for new teachers to allow for opening a new classroom is underway however there are limited applicants. Meeting the certification requirements for our program continues to be the most difficult concern as teachers are required dual certifications.

There is a need for the addition of administrative staff. Recommendation to begin interviewing candidates for a Testing Coordinator/Curriculum Resource Teacher and a School Registrar/File Clerk.

There are a few staff openings: one behavior techs, four paraprofessionals and two teacher positions. A Speech/Language Pathologist and Speech/Language Pathology Assistant have both recently been hired. Positions posted on indeed.com and on the ACS website.

Start of the year events went well. Administrative and Instructional staff have continued to attend district training in preparation for the new school year.

School Improvement Rating was reviewed based on the assessment scores from the Access Point Assessment in spring of 2022. The school received a rating score of Maintaining which is acceptable under the district charter agreement. I-Ready reading scores provided a 59% increase of student performance and 57% of students made improvements in math scores.

Updates were provided regarding the School Resource designee. Currently Access Charter continues to contract with Orange County Sheriff for off-duty officers. Support from Orange County Public Schools to allow for a contracted School Resource Office continues to not be provided by OCPS. Further follow up with the Department of Education in Florida has been documented. A public records request for the contract between OCS and OCPS has been made and was received by the attorney for review.

Marisa Bradbury made a motion to accept the Director's report. Tina Webster seconded. Motion carried.

#### Treasurer Report

Bert Fonseca presented the Treasurer's Report reviewing the finances through August 31, 2022. IDEA funding has not been reimbursed yet for the first month of school. This amount will correct as the requests for reimbursement are processed through the district.

FTE funding is less 1% due to the decrease in student enrollment. Net incomes are 85% over the budgeted income for this point in the year creating a pick up \$64k. A few line items were recognized for being over the year-to-date budget amounts and identified as front loaded items for the start of the school year. These items will self-correct as the fiscal year moves forward.

Marisa Bradbury made a motion to accept the treasurer report. Alice Fairfax seconded. Motion carried.

#### Action Items

- 2022-2023 Active Assailant Response Plan – the plan was provided for review. Access Charter follows the response plan recognized in Orange County schools. Alice Fairfax motioned to accept the plan. Bert Fonseca seconded. The motion carried.
- OCPS Bullying/Harassment Prevention Plan – Access Charter adopts the plan advised by OCPS. The plan was reviewed. Alice Fairfax motioned to accept and adopt the plan. Marisa Bradbury seconded. Motion carried.
- Teacher Salary Increase Allocation was reviewed for the 2022-2023 school year– Marisa Bradury motioned to accept the changes and Alice Fairfax seconded. Motion carried.
- Our of Field Teachers – list of out of field teachers was reviewed for the 22-23 school year. Expectation of teachers to complete requirements by end of the 22-23 school year. Documentation will be provided to families with students enrolled in the teachers' classrooms – Tina Webster motioned to approve teachers working out of field during the 22-23 school year. Bert Fonseca seconded; the motion carried.
- School Safe Plan was reviewed – Bert Fonseca motioned to accept the 2022-23 School Safety Plan. Tina Webster seconded. Motion carried

Board Member Matters:

- Defining Leadership Roles, Organization Plan for future, Developing vision for administrative team, evaluations, and support. Committee recommendation made to discuss strategies for future planning. Alice Fairfax will meet with Roger Watkins to begin brainstorming. Bert Fonseca will provide a vision planner for the group to review. The intent is to develop a succession plan, plan for school growth and evaluation/salary schedule model for future.

Adjournment: Motion to adjourn the meeting was made by Tina Webster. Bert Fonseca seconded. Motion passed. Meeting adjourned at 6:35 P.M.

FOR CORRECTIONS, PLEASE CONTACT Lori Georganna at [lgeorganna@AccessCharterSchool.org](mailto:lgeorganna@AccessCharterSchool.org)  
2022-2023 Board Meeting Schedule – All meetings are at 5:00 P.M. Next meeting September 14, 2022 at the campus.

Respectfully submitted  
September 21, 2022