

Access Charter School
Hybrid Meeting of the Board of Directors
September 13, 2023

MINUTES OF MEETING

Call to Order

The hybrid Access Charter School Board of Directors meeting was called to order at 5:02 pm by Executive Director Roger Watkins. Due to Kyle Havill's absence, the Board approved the Executive Director to lead the Board meeting. Notice of the hybrid Board meeting was provided to the public via the school communication system, school marquee, and school calendar prior to the meeting date.

Roll Call

Board Members participating in person: Alice Ramadan

Board Members participating via the web: Marisa Bradbury, Bert Fonseca, and Lori Georganna

Board Members not participating: Kyle Havill and Tina Webster

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

Review and Approval of Minutes

The minutes of June 14, 2023 had been presented through email. Bert Fonseca made a motion to approve the minutes and Marissa Bradbury seconded. Motion passed; minutes approved.

Director's Report

The school is currently at 129 students. Four students left the program before or at the start of the school year due to a variety of factors (e.g. distance, moving out of area). There is currently 1 student pending and 11 students on waitlist for High School; 8 students are on a waitlist for Middle School. There is an opportunity to open a new classroom if an additional teacher can be found. Start of school year is going well, however, 2 students are having a difficult time. Conducting data collection, holding behavior meetings, and engaging parents to determine action plan.

Except for 1 open office clerk position, the school is fully staffed. ACS is transitioning two staff in admin positions to new roles to allow Assistant Principal to take on other responsibility including FTE, scheduling, and tracking students. The Executive Director is training the Assistant Principal as part of succession planning.

The school is in the FTE window now until October 13.

Regarding the pending case from 2021, the school's attorneys completed depositions. There was an insurance carrier change on August 30. The new carrier did a preview with the Director on September 7. No further requests from plaintiff at this point.

ACS workers comp audit was completed. 8% under expected costs. Expecting some type of rebate later this year.

Kyle Havill and the Director met with OC Policy Department to discuss ACS's request for an SRO. OC is still encouraging the school to get a guard for campus and discussed pros and cons in the spirit of collaboration. However, Director believes law enforcement is a safer option for the school. OC police

rep is willing to contact the sheriff's office to discuss the school's interests and having a contract with them. Waiting for follow up.

Implemented a new program, Able Smart, an internal goal tracking system. It is available on iPads and provides information and graphs for parents to see during progress meetings. Also finalizing rollout of Beanstalk, a reading program. It is used in Orange County. ACS is in the process of joining the approved reading list of OCPS so the school doesn't need to have a media specialist to approve books. It is a low-cost solution and the system meet the needs of all the students.

Director had to develop a school improvement plan because the State requires a 41% improvement in standardized tests. This is difficult for ESE populations. However, ACS met 87% of IEP goals which is part of the school charter. That said, 31% of ACS students showed growth in last year's assessment which is a good increase compared to the district's collective ESE populations. The plan was sent off for review and waiting approval. The Director will email the improvement plan to the Board.

Required staff training and parent/teacher conferences are underway. The Director is planning on taking staff to the Florida Charter conference to get them vetted in school goals and to give them visibility to charter schools.

Following discussion with Alice Ramadan, in an assessor role, the Director discussed his goals for the 23-24 school year related to student performance, employee relations and program future. Discussed the tactics underneath each goal. The Board suggested setting up an excel document to monitor progress and to provide update at each Board meeting.

Talked about a day in September where the assessor (Alice Ramadan) would tour the campus and observe and report back to the Board in January. Also planning on scheduling a day in October/November with the Board.

Lori Georganna made a motion to accept the Director's report. Bert Fonseca seconded. Motion carried.

Treasurer Report

The actuals are based on 124 students vs. 129. Currently expenses are below projections. Revenue is showing a negative which will be adjusted once FTE is updated. Showing a healthy 41% ratio.

Lori Georganna made a motion to accept the Treasurer's Report. Marisa Bradbury seconded. Motion carried.

Action Items

- a. Internet Safety Plan – 23-24. The Director developed an internet safety plan due to State requirements. The plan needed to specifically state that Tik Tok is banned. The school's IT is setting up the network so that no social media is accessible on school devices. Bert Fonseca motioned to accept the Internet Safety Plan. Marisa Bradbury seconded. Motion carried.
- b. 2022-2023 Financial Audit. No issues or red flags in the Audit. Marisa Bradbury motioned to accept the 2022-2023 Financial Audit; Alice Ramadan seconded. Motion carried.
- c. School Safety Plan – 23-24. Board reviewed plan with the Director. Director to send letter to Bert Fonseca to potentially source a defibrillator for the school. Alice Ramadan motioned to accept the 23-24 School Safety Plan. Lori Georganna seconded the motion. Motion carried.

Board Member Matters:

- a. Governance Training Renewals. Tina Webster due 10.27.23
- b. Officer Elections/Renewals
 - i. President – Kyle Havill nominated. Bert Fonseca motioned to have Kyle Havill as President of the Board. Alice Ramadan seconded. Motion carried.
 - ii. Treasurer – Marisa Bradbury nominated. Bert Fonseca motioned to have Marisa Bradbury as Treasurer. Lori Georganna seconded. Motion carried.
 - iii. Secretary – Lori Georganna nominated. Alice Ramadan motioned to have Lori Georganna as Board Secretary. Bert Fonseca seconded. Motion carried.

Adjournment: A motion to adjourn the meeting was made by Bert Fonseca. Alice Ramadan seconded. Motion passed. Meeting adjourned at 5:56 P.M.

FOR CORRECTIONS, PLEASE CONTACT Lori Georganna at lgeorganna@AccessCharterSchool.org
2023-2024 Board Meeting Schedule – All meetings are at 5:00 P.M. Next meeting is November 15, 2023 at the campus and hybrid.

Respectfully submitted
Lori Georganna, September 14, 2023