

Access Charter School
Hybrid Meeting of the Board of Directors
December 11, 2024

MINUTES OF MEETING

Call to Order

The hybrid Access Charter School Board of Directors meeting was called to order by Chairman, Kyle Havill, at 5:03 P.M. Notice of the hybrid Board meeting was provided to the public via the school communication system, school marquee, and school calendar before the meeting date.

Roll Call

Board Members participating in person: NA

Board Members participating via the web: Marisa Bradbury, Bert Fonseca, Lori Georganna, Kyle Havill, Alice Ramadan, Tina Webster

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

Board Members not participating: NA

Review and Approval of Minutes

The minutes of September 11, 2024 had been presented through email. Bert Fonseca made a motion to approve the minutes; Alice Ramadan seconded. Motion passed; minutes approved.

Director's Report

Enrollment Update: 117 students are currently enrolled which includes two additional students since September. Six applications are pending. ACS goal is to maintain 115 FTE. Seven students are leaving mid year dropping enrollment to 110 in January before accounting for the six pending applications.

The Director is still planning on looking at different marketing agencies to help with branding and how ACS can reach more people including a social media strategy. Spring timing. Parents currently discover the school through google searches, the school district, CARD, and word of mouth.

Staffing Update: Fully staffed based on student counts. Open behavior tech position was filled in November.

Legal and Compliance Matters: Remediation meeting with attorney on Feb 7 regarding the 2021 case. Attorney is hoping to close the second case soon.

Student Behavioral Concerns and Support: New students have acclimated well due to a consistent schedule and reinforcement.

Facility & Maintenance Update:

- Director is collecting costs to upgrade doors. All exterior doors are locked at all times. Pulling quotes to get keyless entry badges for the two high school classes.
- After nine years of having a snack shop, the Health Department stated ACS needs a concession stand permit. It has taken four months for the permit but the process should be close to completed.
- Fire department did the annual inspection and concluded that the side entrance gate needs to be expanded to 20 feet from 14 feet to meet code which would require

extending the driveway and gate system. A local team will be sent out to verify that the trucks are able to get through the current gate with no problem to push back on the inspection report.

- School safety and security assessment. Director will apply for a grant, which is typically nominal to go toward replacement of doors for keyless entry and new lighting.

Events: staff completed PCM and the Director and Mrs. Mathis attended the charter conference. Transition fair is scheduled which will include 19 vendors to assist parents with post school programs. CARD and other agencies/organizations have also been invited.

Florida Charter Institute will be providing an assessment for ACS which involves participants anonymously completing a form. The Institute will tabulate and provide recommendations on where ACS should focus.

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

Treasurer's Report

- a. Annual Audit Report Review - No issues, concerns or red flags. Tina Webster motioned to approve the Annual Audit Report, Bert Fonseca seconded. Motion carried.
- b. November Financial Report - Reviewed YTD numbers through end of November. Discussed ESSER 3 budget and actuals (other state/federal revenue line item). Bert Fonseca motioned to approve the Treasures Report, Tina Webster seconded. Motion carried.
- c. Amendment Proposal - The Director and CPA reviewed the budget and identified line items to reduce or cut. Even with the reductions, there is little to no risk of going over budget. Bert Fonseca motioned to approve the amendment. Lori Georganna seconded the motion. Motion carried.

Action Items

- a. Fire Inspection Update Requests - Bert Fonseca motioned to approve up to \$15,000 for updates to meet code requirements. Marissa Bradbury seconded the motion. Motion carried.

Board Member Matters:

The Board discussed options related to paying off the mortgage/debt and investing surplus funds. Marisa Bradbury will develop different scenarios and the impact of each on cash flow. A work session will be scheduled to develop variety of options. The discussion will continue in the next Board meeting. CPA will provide examples of investment policies used by other charter schools.

Adjournment: A motion to adjourn the meeting was made by Marissa Bradbury. Alice Ramadan seconded. Motion passed. Meeting adjourned at 6:13 p.m.

FOR CORRECTIONS, PLEASE CONTACT Lori Georganna at lgeorganna@AccessCharterSchool.org
2024-2025 Board Meeting Schedule available at www.accesscharterschool.org - All meetings are 5:00 P.M. Next meeting is on February 12, 2025, at the campus and hybrid.