

SUNSHINE CHARTER ACADEMY OF BROWARD, INC.

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SunEd High School /SunEd High School of North Broward

MINUTES of Board of Directors Meeting

Date: Thursday May 26, 2016

Time: 5:00 PM

Location: 1117 Banks Road, Margate, Florida 33063 (Margate Campus)

Posting of Meeting: This meeting was noticed by written postings both inside and outside of the schools premises, three days prior to the scheduled meeting.

In Attendance: Joseph R. Casacci, Board Chair, Marion Silver, Board Secretary; Lynn Bloodgood, Board Member, Steven Cooper, Board Member, Tammy Lara, Margate Lead Principal, DeeEtte Naukana, Oakland Park Principal, Barry Goldberg, Director of Operations, Phil Neiss, Director of Facilities/Maintenance.

Meeting called to order at 5:00 PM. Introduction and welcome by Board Chair, Mr. Casacci.

Minutes: Read by Phil Neiss; Motion to accept by Ms. Silver; 2nd by Ms. Bloodgood; Passed unanimously.

New Business:

1/ **Annual Certified Audit:** The Board made a recommendation to rehire the firm of McCready Hess to conduct the annual audit in June for both Oakland Park and Margate Campuses. Ms. Silver made the motion, seconded by Mr. Cooper, passed unanimously.

2/ **Formation of a new Corporation:** Mr. Goldberg noted that SunEd High (Oakland Park) and SunEd High North (Margate) have been operating as a single corporate entity. SunEd legal counsel suggested that from a legal view point, it would be more advantageous to separate the companies and operate them independently. Mr. Casacci made the motion as such, seconded by Ms. Bloodgood and Mr. Cooper and passed unanimously.

3/ **Procurement of a new website design company:** Mr. Goldberg noted that our current website is not effective for the needs of the school. He noted that the site is not user friendly, and that we are not being contacted each time the site gets a referral. A discussion ensued; the Board decided to hire a new website designer to develop and maintain a new site for the schools. The new web company will also specialize in search engine optimization. Mr. Goldberg further noted that the contract with the current website/webhosting company expires in June. SunEd legal counsel will review the existing contract to be certain that there are no penalties or future pitfalls in the agreement, thus assuring a seamless transition when we move to a new website as well as reviewing our present website company for termination. Mr. Casacci made a motion to hire the

new website/search engine optimization company. Ms. Silver seconded the motion; carried unanimously.

4/ Approval of new copier company: Ms. Lara and Ms. Naukana expressed concerns about the lack of quality and service of the school's copier machines. Since inception, we have used the same copier company for our copier services. We were recently offered a "test drive" by another copier distributor. The Margate campus tested a new unit for one week and the results were favorable. The machines are new, faster, and have the latest state of the art technology. The board also has instructed legal counsel to review contracts, termination procedures and costs for our present copier company. Mr. Cooper made a motion to accept the terms and conditions of the contract seconded by Ms. Bloodgood; passed unanimously.

5/ New Charter: The Board of Directors suggested considering submitting an application for a new charter. Mr. Goldberg noted that the application process has become increasingly difficult in recent years and anticipates that the procedure, going forward may prove to be almost impossible. A discussion ensued by the Board, and it was determined that it would be in our best long term interest to submit a letter of intent by July 1, 2016, followed by an application by August 1, 2016. The Board also determined that it would be best to outsource to a professional development company to design, create and submit an application on behalf of SunEd. The chosen company's work and reputation is stellar, and has worked with SunEd on many projects in the past. The Board reviewed the proposals; Ms. Silver made a motion to accept the proposal, motion seconded by Mr. Casacci, passed unanimously.

6/ New Teacher Evaluation System: Ms. Naukana presented and recommended for approval, a new teacher evaluation system developed and supported by the Florida Consortium of Public Charter Schools (The "Consortium"). Ms. Naukana noted that the Consortium program is recognized by the Broward County School District; she also suggests that it is conducive and user friendly, and offers the best snapshot for teacher evaluation. Mr. Cooper made a motion to secure and utilize the program, seconded by Marion Silver, passed unanimously.

7/ Additional Programs: The Board reviewed and approved the inception of several software applications for both campuses:

- a) Student Information System
- b) Reading Program
- c) Student Evaluation System

Ms. Bloodgood made a motion recommending the acquisition of the aforementioned software; seconded by Mr. Cooper, passed unanimously.

8/ Amended 2015/2016 School Budgets: Mr. Goldberg reviewed with the Board of Directors the schools' amended budget. Mr. Goldberg explained our original projected budget and reviewed any decreases and increases in FTE funding. Each Board member received the original budgets/amended budgets for FY1516. Mr. Casacci made the motion to approve the amended budgets and was seconded by Ms. Bloodgood, passed unanimously.

9/ The last day of school for the 2015-2016 year will be June 24, 2016. Ms. Bloodgood made the motion to approve the last day of school, motion seconded by Mr. Cooper and agreed unanimously.

Old Business:

1/ Building Concerns Oakland Park Campus: Roof and rear wall water seepage. Mr. Goldberg noted that water seeps into the premises from the southeast corner of the building following a heavy rainfall. Mr. Neiss, who represents the property and building, noted that the matter has been previously addressed. Mr. Goldberg and Mr. Casacci had concerns that all prior work on the rear wall was repaired by SunEd handymen. Both stressed that all work of this nature should be done by a professional waterproofing company. Mr. Neiss noted that he will be contacting and hiring waterproofing professionals seeking a remedy to this situation. The Board of Directors emphasized that this must be done immediately. Mr. Neiss commented noting that the roof is old and nearing the end of its "useful life expectancy". Mr. Casacci asked Ms. Naukana (Oakland Park Principal) what the present condition is of the roof and back wall. She stated that several times in the past and as early as the spring school recess, she was forced to mop up the floors before staff and students arrived. Mr. Kartez and Mr. Neiss, building owners (ZAP Operating Corp.) had viewed the deteriorating roof in early December. Mr. Casacci stated that if the roof is not completely replaced by August 15, 2016, before the start of the new school year, the Board will be forced to do it s own roof replacement and adjust the rent payment.

Mr. Casacci adjourned the meeting at 6:15PM, seconded by Ms. Silver. Agreed unanimously.

Respectfully submitted: _____

Joseph R. Casacci, Board Chair, SunEd High Schools

