

**SUNFIRE HIGH SCHOOL**  
**MINUTES: BOARD OF DIRECTORS MEETING**  
**12-31-2018, 12:00 Noon**

**Present at Meeting:** Glenn Milgraum, New Board Member, Joseph Casacci, Board Chair, Marion Silver, Board Secretary, DeeEtte Naukana, School Principal, Oakland Park campus, Phil Neiss, Director of Operations, Jeff Wood, Counsel. Absent, Paulette Keren, Board Member.

**Call to Order:** Phil Neiss

**Minutes Read:** Marion Silver Motion to approve by Joseph Casacci, seconded by Marion Silver; unanimously approved.

**Principal's Report:** Dee Naukana. Ms. Naukana noted that enrollment was at 356 students. Also noted that to date, there have been over 500 course completions, with many more completions anticipated in the coming term.

She reported on the implementation of the "Guardian Program", which is the new security program that was created in the wake of the Stoneman Douglas tragedy. We now have a full time, trained and certified "Guardian" officer at our school. In addition, we still maintain a full time security guard on premises.

Ms. Naukana noted that it was the school's intent was to submit new applications to open several schools in the coming years. Letters of Intent were submitted to Broward, Lee and Palm Beach counties. Formal applications are due by February 1, 2019, and will be submitted in a timely manner.

Ms. Naukana also discussed the new website, which has been up and running for several months. She noted that the "site looks great; we are constantly adding and updating it".

**Operations Report:** Phil Neiss Mr. Neiss updated the Board on the rebranding to our new name: SUNFIRE HIGH SCHOOL. Although most of the changes have been made, Mr. Neiss noted that the process will be ongoing, as we now have a new identity, new logo, new colors, new website, new email addresses and an overall new look. The updating included the new web site, new exterior signing, new exterior paint job to reflect our bright orange color. We also ordered new promotional items with the SUNFIRE logo, which included new lanyards, brass pins with our logo, and recruiting materials. Future upgrades include additional signage, new exterior lighting and additional promotional materials.

All banking was changed to SUNFIRE. Mr. Neiss discussed the possibilities of placing surplus funds into strategic "liquid" investments to secure additional interest. Mr. Neiss noted that in addition to realizing additional funds thru investment, we have been looking at cost cutting effectiveness to minimize any wasteful spending. He noted the Board's earlier approval to change the cleaning service as well as the school's accountant.

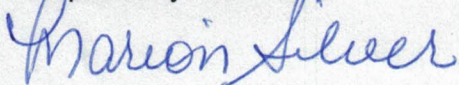
The new cleaning team, Egam Vida Cleaning Company has been doing a great job thus far. During the holiday recess, they are doing a mid-year floor waxing and deep cleaning. The new accountant, Jason Klein, CPA, has been doing an outstanding job since we hired him.

In October, we implemented a food program, which was approved by polling the Board earlier. The food is served by an approved vendor, headed by Mr. Chris Yeargin. There is no cost to the school for the program, as all monies are reimbursed. All food is prepared off premises; there is no preparation whatsoever in the school building. All food is brought into the school in deep serving trays, and maintained in warmers until served. To expedite the food service, the school has purchased a heated "steam table" to maintain all hot meals at an acceptable temperature. Additionally, we have purchased a commercial 54 cubic foot refrigerator to accommodate all of the milk, as well as any other cold food. After this initial investment for equipment, there are no additional costs to the school. While the program in existence for a couple of months, it has proved to be successful. Our students now have hot meals on all school days.

**New Business:** The Board plans on attending the national convention at the end of June, 2019. Further information will be posted when available.

**Meeting Adjourned:** Ms. Silver called for the meeting to be adjourned; seconded by Mr. Casacci; unanimously approved. Meeting adjourned at 1:20PM.

Respectfully submitted:



Marion Silver, Board Secretary