

SUNFIRE HIGH SCHOOL
BOARD OF DIRECTORS MINUTES
07-01-2020 MEETING

The SunFire High School Board of Directors held a board meeting on July 1, 2020, at 5:00PM. The meeting was posted accordingly, however due to the current Corona Virus pandemic, and for everyone's health and safety, the meeting was held on ZOOM.

Present at the meeting: DeeEtte Naukans, principal, Joseph Casacci, board chair; Marion Silver, board secretary, Glenn Milgraum, board member; Steven Piercy, board member; Phil Neiss, management; Jeff Wood, counsel.

Introduction: 5:00PM; Phil Neiss welcomed the board and addressed the "new normal" procedures for meeting, emphasizing social distancing and safety, noting that this venue would likely continue until the health crisis subsides.

Reading of the Minutes and Approval: Minutes were read, motion to approve by Steve Piercy, seconded by Glenn Milgraum, approved unanimously.

Public Comments: There were no public comments. There was no outside correspondence to be addressed.

Old Business:

1/ National Charter School Conference: Was scheduled for June, 2020 to be held in Orlando this year. Our intentions were to send a delegation to the conference, however, the national association cancelled the show due to the current health crisis. A refund was requested and received for all participation fees.

2/ New School Update: Mr. Neiss reported that a new location was found and that a lease was signed for a property located at 5420-5430 State Road 7 in North Lauderdale. The site includes 2 buildings, each approximately 10,000 square feet in size. Mr. Neiss noted that while we will not initially occupy all of the space, there is a lot of room to grow and expand our curriculum over time. Currently, the school has applied for a business license in the jurisdiction: the city of North Lauderdale. Prior to securing this property, the legal aspects for usage and permitted process was carefully examined by our counsel. We plan to open timely on August 19, 2020, as the school district still maintains that date as the start of the school year. Should there be any changes made by the School Board of Broward County, SunFire will comply with all guidelines.

3/ Covid 19 school changes: Due to the pandemic, the following changes transpired:

a/ Last day of in school for instructional classes was Friday, March, 13, 2020. The building has been closed to the public since then.

b/ Certain graduation requirements were waived, which allowed us to graduate a greater percentage of students for the year. Hence it was our largest graduating class with about 100 graduates!

c/ Graduation was held on June 2, 2020 in a unique manner. SunFire conducted a "drive by" graduation, whereby the student and his family pulled thru a dedicated "lane" in our parking lot that was furnished with typical graduation décor. Lots of music, cheers, hoopla, pictures and smiles, as one by one, the families drove thru the designated area. Not your pomp and circumstance ceremony, but certainly a memorable day for our grads!

d/ Building condition: The building at 2360 W. Oakland Park Blvd has been closed and continues to be regularly maintained. While there is a scale back of utilities, the power and the air conditioners remain on; all essential services continue to be addressed. At this point, the building is in the usual "summer mode", and is ready to reopen at any time.

New Business:

1/ Approval of the new annual budget for FY 2020-2021. Motion made by Glenn Milgraum, second by Marion Silver, approved unanimously;

2/ Approval of audit adjustments; Motion made by Glenn Milgraum, second by Steve Piercy, approved unanimously;

3/ Principal's report; Ms. Naukana noted the exceptionally large graduation class this year, during the current health crisis. She noted that we anticipate returning to school as scheduled on August 19, 2020, subject to the school district maintaining its current plan. In the event that this does not occur, the school has a number of options to exercise, depending on the current circumstances at the time. In Oakland Park, these may include operating on the premise of "distance learning", which we are already equipped to facilitate; a partial opening of the school, depending on social distancing guidelines, staggered school sessions; or any combination of the above. For the new school, we have the benefit of space, which would allow us to adequately address any social distancing scenario. We will monitor all directives and correspondence from the school district as they announce their guidelines.

4/ Management Report; Mr. Neiss reiterated the shutdown procedures that are currently in place for Oakland Park. He remains optimistic that the situation should normalize shortly, but also noted that we are prepared for any scenario in which we may be required to address and operate under such guidelines.

The new campus was addressed. The new facility was previously a school, so there is a good amount of infrastructure for us to work with, although there will be changes as we go. In the interest of time constraints, we will not be doing any major alteration at this time, other than the addition of a new server room and basic furniture. We have applied for both the business tax certificate (business license) as well as an electrical permit to commence the low voltage wiring for our computers and server room.

5/ The CSP grant has been tentatively approved. All purchases that are impacted by this grant will be made accordingly and in compliance with the guidelines of the grant. This would include computers, servers, student and teacher furniture, programing, etc.

6/ Items to be voted on for approval: The following items required board approval for implementation:

- a/ Staff salaries for SY 2021;
- b/ Out of Field Appointments for SY 2021;
- c/ School improvement plan for SY 2021;
- d/ Staff/Parent Handbook for SY 2021;
- e/ Employee Handbook for SY 2021;
- f/ Mental Health Plan for SY 2021;
- g/ Emergency and Safety Plan for SY 2021;
- h/ Safety and Security Requirement Assurances for SY 2021;
- i/ Active Assailant Response Plan for SY 2021;
- j/ District K-12 Reading Plan Opt-In for SY 2021;
- k/ FCPCS Administrator/Teacher Evaluation System SY 2021;
- l/ FCPCS Salary Calculator and Compensation Plan SY 2021;
- m/ Statement of Assurance for Exceptional Student Education SY 2021;
- n/ Approval to continue with current food vendor for SY 2021.

A collective motion was made by Glenn Milgraum to accept all of the above items for approval (items a thru n). Motion was seconded by Joseph Casacci, and approved unanimously.

7/ Tentative board meeting dates for SY 2021 were discussed and set as follows:

- a/ October 22, 2020;
- b/ January 21, 2021;
- c/ March 25, 2021;
- d/ June 24, 2021.

Motion to approve the dates was made by Marion Silver, second by Steve Piercy; passed unanimously.

8/ Purchases to be approved: The following programs, items and services required board approval:

- a/ Renewal of Reading Plus for SY 2021;
- b/ Renewal of APEX learning curriculum for SY 2021;
- c/ Approval of social worker via Venture Designs (mental health plan) SY 2021
- d/ Approve LMHC for ESE students requiring counseling for SY 2021;
- e/ Approve continuation of SLP services with Partners in Speech for SY 2021;
- f/ Approve the continuation of accounting services with J. Klein, CPA, SY2021
- g/ Approve the continuation of McCrady and Associates, Independent Auditors, for SY 2021.

9/ Additional Reports: There were no additional reports.

Next meeting tentatively scheduled for 10-22-2020 unless required earlier;

Meeting adjourned: 6:05PM

respectfully submitted.
Marion Silver