

North County Charter School, Inc.
6640 Old Dixie Hwy. Vero Beach, Fl. 32967
Board of Directors Meeting
Monday December 09, 2019 9:30 am

Meeting Minutes

Call to order and take attendance: President Tyson called the meeting to order at 9:31am. Joel Tyson, Ernie Wilson, Susan Adams, Devon Dupuis, Robert Russell, Kevin Kim were present. Claudette Pelletier was absent. Principal Dr. Jessica Keaton and Business/Finance Director Ken Miller were also in attendance. Ms. Pelletier joined the meeting later during parent input.

Approve/amend today's agenda: President Tyson asked if anyone had anything to add to the agenda. Mr. Miller asked to add a Citizen/Parent input policy to the agenda and the purchase of new computers. Mr. Kim moved to amend the agenda, seconded by Ms. Dupuis and carried unanimously.

New policy regarding citizen/parent/public input: Mr. Miller presented the board with a written policy to clarify the amount of time allotted to input from the public. He explained that meetings of the Governing Board are for the purpose of conducting the business of the school. The public is welcome to make suggestions, proposals and recommendations to the Board but the Board will not necessarily be required to respond at that time but at a time that is appropriate after consideration of the public input. Ms. Adams stated that this was not the policy of the Indian River Board of County Commissioners as presented. Mr. Miller said that he would correct the policy statement to reflect that. Motion was made by Mr. Wilson to approve the policy statement, seconded by Mr. Kim and carried 5 to 1 with Ms. Adams opposing. *Correction:* Mr. Miller produced a copy of Indian River Board of County Commissioners policy regarding their 3 minute rule on public comments as he had claimed on December 09, 2019.

Citizen/parent input or concerns: Several parents spoke expressing their desire to be more involved in the policy making decisions of the school. Some parents also expressed their displeasure with the just adopted public input policy. Ms. Pelletier joined the meeting at this time.

Approve minutes of September 16, 2019 Board of Directors meeting: Ms. Adams moved to approve the minutes as presented, seconded Ms. Dupuis and carried unanimously.

Financial report: Mr. Miller presented the board with the CPA financial report as of October 31, 2019, bank statements for September and October 2019, balance sheet as of December 09, 2019 and spreadsheets for fiscal period July 01, to November 30, 2019. The spreadsheets show all expenses and revenues of the school for that period. Mr. Miller pointed out that we had a net revenue of only \$47,912.15 for that 5 month period which is not a healthy way to manage your finances. Cash balance as of today is \$2,906,386.96 with liabilities of \$2,330,773.61.

Charter School Conference report: Mr. Miller attended the conference in Orlando on October 29 and 30, 2019 and gave the Board a written report. Two things were proposed by Mr. Miller as a result of information obtained at the conference. One suggestion was to have the Board and the two Administrators of NCCS sit down together and figure out why we are not an "A" school and then develop a plan for what we need to do to get back to being an "A" school. The second recommendation to the Board was to have the full board sit with the administrators and do an evaluation of both administrator's goals and performance. It was a consensus to do these two things and a meeting was set for January 06, 2020 at 9:30 am to meet for the purpose of getting back to an "A" school.

Approve donations and fundraisers: Dr. Keaton presented a list of fundraisers/donations that were taken in since last board meeting. Scholastic Book Fair \$2,876.15 to purchase books, in-kind donation of \$162.50 plumbing repairs by Meek & Sons, \$485.00 Bahama hurricane fund, \$260.00 Kona Ice and

\$72.00 from Skate Factory night. Mr. Wilson moved to approve and accept, seconded by Ms. Adams and carried unanimously.

FYI data re: mortgage and insurance costs: Mr. Miller presented the board with information detailing the debt service and all insurance coverage costs.

Pavilions construction final costs report: Mr. Miller presented the board with a breakdown of all costs incurred in the building of our two pavilions this past summer. Final tabulation is \$133,701.70 total for both structures.

Approve FERPA notification letter: Dr. Keaton presented the letter that is required to be made available to all parents regarding their right to know what is done with their child's school records and information in their files and what their privacy rights are regarding that data. Mr. Wilson moved to approve and second was made by Ms. Pelletier. Motion carried unanimously.

Review denial letter from NSLP re: equipment grant: Mr. Miller presented the denial letter to the board indicating that he had applied for a grant in the amount of \$19,698.50 to purchase equipment for the cafeteria. The NSLP took nearly six months to respond with the denial.

Approve request to purchase new refrigeration for the cafeteria: Mr. Miller that we needed the equipment desperately due to the increased number of meals we are serving for both breakfast and lunch and we just don't have enough holding capacity. Mr. Kim moved to approve up to \$10,000.00 to purchase a new refrigerator and new freezer and to have the necessary electric service installed, seconded by Mr. Russell and carried unanimously. Ms. Adams volunteered to obtain an additional quote for consideration.

Approve the purchase of new computers: Mr. Miller said that our IT people informed him that we had five computers that were either at the not useable stage or very near to being not useable. Mr. Miller said that he had to give the OK to replace one that was already done. Our IT people submitted a quote of \$769.91 per computer installed for each of the five computers. Mr. Wilson moved to approve purchasing the five computers, seconded by Ms. Dupuis and carried unanimously.

Approve Sheriff's request to purchase gun safe for use by the SRO: Sheriff Loar has proposed installation of gun safes in the charter and traditional schools. The purpose would be to store the long guns in the safe rather than in the police cars. The Sheriff proposes paying the cost of the safes on a 50/50 basis with the school. Motion was made by Ms. Adams to approve the purchase and installation, seconded by Ms. Pelletier and carried unanimously. Price quoted for the safe was \$488.61.

Phase V site plan status: Mr. Miller stated that we have been trying to get our plan approved since June. We have received some permits from the state and still awaiting final approval from Indian River County. We are on the agenda of the Planning & Zoning Board next Thursday December 12 at 7 pm. Mr. Miller will be there on behalf of the school.

Approve credit card processing program: Mr. Miller said that he was approached by Mr. Sean Prescott a few days ago. Mr. Prescott is a parent volunteer and he did a lot of research regarding credit card use by the school. Mr. Miller told him that if he could work out a plan through our bank that would not cost the school to accept credit cards he would try to set it up. Mr. Miller contacted our bank and was successful in working out a plan. Mr. Russell moved to approve the plan, seconded by Mr. Wilson and carried unanimously.

Review legislative wish list: Our law firm contacted us via email requesting any suggestions we would like to convey to our state legislature. They will be doing some lobbying for their clientele soon. Mr. Miller responded that he would like to see more equitable funding for charter schools.

Principal's concerns/reports: Dr. Keaton gave an update and progress report on the school year to date.

Business/Finance Director's concerns/reports: nothing further.

Board members reports/concerns: none

Adjournment: 11:20 am

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