



March 13, 2023

**OptimaEd Progress Report  
Program Review of North County Charter Elementary School (NCC)**

To date, OptimaEd's team has visited the school's campus to review the following programs and activities:

- Safety and Security
- Food Service
- Facilities
- Academics
- Car line
- Student Activities
- Finance and Compliance

The first topic we tackled was the National School Lunch Program (NSLP) since the state's suspension presented a significant financial impact on the school. After reading the documents provided by the Florida Department of Agriculture and Consumer Services (FDACS), and corresponding with Ms. Jaren Vass, Eligibility Director of Child Nutrition Programs, it was clear that the suspension stood effective 01/05/2023 for a period of one year. NCC will be eligible to reapply for NSLP on 01/06/2024.

Based on our experience with managing NSLP programs, compliance with all components of NSLP is non-negotiable. The school's Food Service Manager, Mr. Ken Miller, although well-intentioned, did not comply with FDACS and NSLP regulations, even when provided with a cure period.

We will include a detailed outline of NCC's NSLP deficiencies and our recommendations for future NSLP participation.

Our other focus has been the school's financials as part of the program review and also the start of our interim financial services. We gained access to NCC's Quickbooks account on March 3, 2023 and used the data from July 2022 until February 2023 to create a projection for FY2023.

As we work through the existing financial entries, a few issues stand out: the school's state capital outlay funding does not match data published by FDOE; depreciation entries may need corrections; PEO fees are not separated from wages; object codes may need corrections.

Our finance team is led by Mrs. Julie Ogden, who has extensive school and district financial experience, including a background in federal awards, audits, and capital projects. Julie is starting with a thorough review of NCC's financial history and will make updates and recommendations as needed.

We created shared Google drive folders for Finance and the Governing Board to facilitate access and transparency for the board and school administration.

Policy and procedure templates will be presented for consideration.

We appreciate everyone's time in accommodating our visits, questions, and emails. NCC is a great school, and we're happy to be of service to a dedicated team.

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