

North County Charter School, Inc.  
6640 Old Dixie Highway, Vero Beach, Florida 32967

MEETING MINUTES  
Board of Directors Meeting  
Monday, April 10, 2023 @ 9:30 am

**I. Call to Order/attendance:**

Board President Shawn Frost called the meeting to order at 9:30AM. Other members present were Vice Chair, Mr. Joel Tyson, Mr. Ernest Wilson and Mrs. Dale Simchick. School personnel present were Principal, Mr. Gregory Potter and Assistant Principal, Mrs. Kerrian Irons.

**II. Pledge of Allegiance/invocation:**

Mr. Shawn Frost led the group in the Pledge of Allegiance and Mr. Joel Tyson gave an invocation.

**III. Approve/amend today's agenda:** none

**IV. Citizen/parent input/concerns:** none

**V. Consent Agenda:** Joel Tyson made a motion to approve and Dale Simchick seconded the motion. It passed unanimously.

**VI. Reports:** Susan Turner of Optima Ed presented the final Operations Audit report, results of single audit proposals for 22-23, and the current financial situation of the school.

**VII. Action Agenda:**

- A. Approve an Auditor for FY2023: Mrs. Simchick made a motion to approve McCrady & Associates at an amount of \$9,000 to conduct the 2022-23 single audit for NCCS. The motion was seconded by Mr. Wilson, and it passed unanimously.
- B. Approve additional Optima Ed recommendations: none...tabled PEX card discussion until the May meeting.
- C. Approve additional compensation of "lead" positions in Food Service: Mr. Wilson made a motion to increase compensation by \$500 a month each for Mr. Bill Watson and Mrs. Amanda Bosheers, to recognize their new roles as "leads" for Custodial Maintenance and Food Service, respectively. Mrs. Simchick seconded the motion, and it passed unanimously.
- D. Approve Update to Bullying Policy: Upon a motion by Mrs. Simchick and a second by Mr. Tyson, the group unanimously approved the updated policy.

- E. Review Remaining 2000 Series Student Policy Drafts: Mr. Potter shared a summary of the packet and asked the group to review them prior to the May meeting. No action taken. (First Reading)

**VIII. Other reports:**

**A. Parent Involvement Committee:** Mrs. Bryant went over plans for the bike parade fundraiser scheduled for Saturday, April 15<sup>th</sup> at Hobart Park, as well as plans for Teacher & Staff appreciation week and the final two days of school in May.

**B. Principal's report:** Mr. Potter went over several items that are in the works.

\*See written report by the Principal contained in the Board materials

**IX. Board Member Matters:**

**A. New Board Member Interest:** The Board will schedule new member interest nominations at its next meeting in May. Two potential candidates had attended an orientation, completed all paperwork, attended a BOD meeting and initiated the 4 hour required Board Member Orientation Training offered by the Florida Consortium of Public Charter Schools.

**B. Investment Strategies to Enhance Fiscal Security and Interest Earnings:** Mrs. Simchick reiterated her interest and recommendation that the school look into options for diversifying the school's fund balance...for example perhaps into smaller CD's in different institutions. Optima will look into some ideas. We will also wish to involve the new Business Manager in this examination.

**C. Minimum Authorized Expenditures for Administration:** Following a discussion, Mr. Wilson made a motion and Mrs. Simchick seconded it, to allow administration up to a \$10,000 single instance expenditure limit on non-budgeted and/or emergency items, with the caveat that the expenditure be placed on the consent agenda at the next Board meeting for approval. The motion passed unanimously.

**D. FY 2024 Budget Planning:** Mr. Frost shared that some more info on this process would be coming soon.

**X. Adjournment:** The meeting was adjourned at 11:39AM.