

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

MEETING MINUTES

Board of Directors Meeting

Monday, June 12th, 2023 @ 9:30 am

- I. **Call to Order/attendance:** Board President Mr. Shawn Frost called the meeting to order at 9:30AM. Other members present were Vice Chair, Mr. Joel Tyson, Mr. Ernest Wilson, Mrs. Dale Simchick and Mr. Brian Cook. Mr. Sean Prescott entered at 9:35AM. Others present were: Principal, Mr. Gregory Potter and Assistant Principal, Mrs. Kerrian Irons.
- II. **Pledge of Allegiance/Invocation:** Mr. Tyson gave an invocation and Mr. Frost led the group in the Pledge of Allegiance.
- III. **Approve/Amend Today's Agenda:** Mr. Tyson made a motion to approve the agenda as presented, and Mr. Wilson seconded the motion. Motion passed Unanimously, 5-0 (Mr. Prescott was not yet present).
- IV. **Citizen/Parent Input/Concerns:** None were shared.
- V. **Renewal of Member Terms (for 1 Year):** Mrs. Simchick made a motion that was seconded by Mr. Cook to accept the resignation of Mr. Frost effective at conclusion of the meeting, and renew all other members for a period of one year. The motion passed Unanimously, 6-0.
- VI. **Selection of Board Officer Positions:** Mr. Wilson nominated Mr. Tyson for Board President. Mr. Frost nominated Mrs. Simchick for same. Following a discussion, Mrs. Simchick was elected by a vote of 4-2. Mrs. Simchick took over chairing the meeting and nominated Mr. Tyson for Vice President and Mr. Cook seconded. The Board approved the nomination unanimously, 6-0. Mrs. Simchick asked if anyone would like to be Treasurer. Mr. Cook agreed to do it. The Board voted unanimously to approve, 6-0. Mr. Cook nominated Mr. Prescott for Secretary. Mr. Tyson seconded the nomination and Mr. Prescott expressed agreement. The Board voted unanimously to appoint him, 6-0.
- VII. **Consent Agenda:** Mr. Cook moved to approve the consent agenda and Mr. Wilson seconded. Approval was unanimous, 6-0.
- VIII. **Action Agenda: (*Note: Mr. Frost left the meeting at 10:15AM)**
 - A. **Approve FY 24 Revenue and Expense Budgets:** Following discussion, Mr. Wilson made a motion, and Mr. Tyson seconded to approve the budgets as presented, with one adjustment to reduce the expense budget by one teaching position (at \$60,000). The motion passed unanimously, 5-0.
 - B. **Approve Updated Organizational Chart for NCCS:** Mr. Cook made a motion, which was seconded by Mr. Prescott to approve the new plan and appoint Mr. Potter as Principal/Director of NCCS. The motion was approved unanimously, 5-0.
 - C. **Approved Updated School By-Laws:** Mr. Tyson made a motion to approve as amended, and Mr. Cook seconded the motion. The motion passed unanimously, 5-0.
 - D. **Finance Policy Drafts 4100 through 4800:** Mr. Potter shared a summary and encouraged the group to read them for consideration in July. He and Ms. Bakos will work on revisions.

IV. Reports:

- A. **Parent Involvement Committee:** Mrs. Bryant shared a summary of end of year activities supported by the PIC, including the outstanding patriotic banner parade involving first responders held on the second to last day of school. The group will be meeting soon with Mrs. Irons and Mr. Potter to start drafting plans for next year, including the Parent and Family Engagement Plan required for the Title I Program.
- B. **Interim Business & Finance:** Mrs. Turner reported that Optima was waiting on some VPK figures to finish up the May financials. Since the new Business & Finance Manager would be starting July 1, Optima will begin working with her on the annual audit schedule and requirements in early July.
- C. **Principal's Report:** Mr. Potter provided updated data on school academic performance. The school is waiting on 5th grade Science Assessment results to be able to complete an estimate of the potential state-issued school grade for 21-22. He felt that the school had a good chance to move from a C to a B. For the "internal" tracking of progress using Learning Gains, he shared that overall, the school did very well. If learning gains were being considered, an internal rating of A was evident for 3-5, K-2 and the school overall. More to come on this!

Brief Recess at 11:22 to 11:27

V. Board Member Matters:

- A. **All Pro Dad Program:** Mr. Frost was not available to share details; however, he had mentioned before departing that he would cover costs to bring the program to NCCS if interested. More discussion on this at a later date.
- B. **School Mission and Vision:** Mr. Cook expressed a need for the school to work on developing and clearly communicating a mission and vision statement, based on the charter "purpose."
- C. **Founder Dedication:** Mr. Tyson expressed a desire to begin plans for an appropriate dedication for Mr. Miller, former Board member and recently retired Business, Finance & Operations Manager.
- D. **Thank You Proclamations:** Mrs. Simchick asked for admin, and specifically Mrs. Irons, to work on a list of individuals deserving of formal recognition by the Board, given their roles in supporting the school through a very challenging year.

VI. Adjournment: The meeting was adjourned at 12:12PM