

North County Charter School, Inc.

6640 Old Dixie Hwy.

Vero Beach, Florida 32967

Board of Directors Meeting

June 08, 2015 9:30 a.m.

MINUTES

Meeting called to order: Called to order by President Tyson at 9:30 a.m. All Board members were in attendance. President Joel Tyson, Vice President Ernest Wilson, Secretary/Treasurer Claudette Pelletier, Director Kevin Kim and Director Robert Russell. Principal Beth Miller and Business/Finance Manager Ken Miller were also in attendance.

Approve agenda: Mr. Miller asked to add two items to the agenda. First to add the purchase of a refrigerator purchase and secondly to add painting the hallways to the agenda. Mr. Wilson moved to approve the agenda with the two additions, seconded by Ms. Pelletier and carried unanimously.

Approve minutes: Minutes of the Board Meeting of April 13, 2015 were presented and motion was made by Mr. Kim to approve as presented, seconded by Mr. Wilson and carried unanimously.

Public/parent input: none

Financial report: Mr. Miller presented the Board with a printout of all checks written since last meeting, accountant's financial report for month ending April 30, 2015 and a balance sheet as of today reflecting bank checking accounts balance of \$982,059.86. Mr. Miller stated that FEFP funds for this month were already deposited and that all invoices received were paid. Report will be filed for audit.

Budget for 2015-2016 fiscal year: Mr. Miller presented a budget for the new fiscal year. He stated that the legislature had not finalized any school funding yet so the budget is an estimate at this point and will probably have to be amended later. Budget presented was for a total revenue of \$2,555,886.00. Expenses were estimated to be \$2,142,321.00. Estimated reserves of \$373,853.00 and an estimated carryover of \$870,000.00 were also included in the budget presentation. Motion was made by Mr. Wilson to approve the new budget, seconded by Ms. Pelletier and carried unanimously.

Transportation contract: Principal Miller presented the transportation contract between the Indian River School District and North County Charter School, Inc. She informed the Board that there was nothing new in the contract but that it was the same as in the previous year. Mr. Wilson moved to approve the contract, seconded by Mr. Kim and carried unanimously.

Fence contracts: Mr. Miller presented three contracts for three sections of fencing with 3-D Fencing Co. Total price of \$5,070 for the three. Motion was made by Mr. Kim to approve the contracts, seconded by Ms. Pelletier and carried unanimously.

FDOT meeting report: Mr. Miller reported that he attended the public hearing conducted on June 02, 2015 for the US 1 widening project. Mr. Miller reported that two proposals were presented to the public. One would require a 40 foot expansion on each side of the roadway and the other would require a 20 foot expansion on each side of the roadway. Mr. Miller stated that the 40 foot proposal would come in to middle of buildings one and two. The 20 foot expansion would come right up against the corners of buildings two and three. The MPO will be meeting on June 10 at the County Administration building. He plans to attend that meeting also and will report back on the results of that meeting.

FYI on retirement plan management: Mr. Miller reported that our employee leasing company was changing our 401k management company to Transamerica Financial.

Termite tenting contract: Mr. Miller presented a contract with Fumeout Pest in the amount of \$6,885. to tent all of building #1. Our regular pest control company came out and diagnosed the termite problem earlier. As soon as school is out we will tent the building. Motion was made by Mr. Wilson to approve the contract, seconded by Mr. Kim and carried unanimously.

Approve donation: Principal Miller told the Board that one of our parent families (Corrie Family) made a donation of \$2,500 to the school. Motion was made by Mr. Wilson to accept the donation, seconded by Ms. Pelletier and carried unanimously.

Errors and omissions insurance: Mr. Miller told the Board that he had received a notice from the carrier for our Board E & O insurance that they were no longer doing that type of insurance. Mr. Miller said he had already spoken to our insurance agency and they are on top of it and will get us covered elsewhere.

Approve mediation request: Mr. Miller said that other members of our Charter School Association were desirous of proceeding with mediation with the School District in order to resolve our financing issues. It is the Association position that the school district has not shared the funds as prescribed by statute. Mr. Miller said that he allowed for some funds in the new budget to collectively hire an attorney to represent the charter schools. Motion was made by Ms. Pelletier to approve moving forward with mediation, seconded by Mr. Kim and carried unanimously.

Approve addition of new positions: Principal Miller said that she needs to add two teacher positions for the two new classrooms we will open this fall. Also Mrs. Holton who is currently a third grade teacher will move to being the resource teacher and her position will have to be filled. Principal Miller also noted that she will need a part-time receptionist in the main office. Mr. Miller said that he will need to add a part-time cook/server and a part-time custodian. Mr. Kim moved to approve the new positions, seconded by Ms. Pelletier and carried unanimously.

Approve salary/wage schedule: Mr. Miller and Principal Miller presented a schedule for wage and salary increases across the board for all full-time employees. Performance pay for the teachers was proposed to be \$500 per person for their performance last year when our school was number one in the county. The \$500 becomes a permanent part of their salary from this point forward. Ms. Pelletier moved to accept the salary and wage schedule as presented, seconded by Mr. Kim and carried unanimously.

Approve purchase of two new pole-vault systems: Mr. Miller stated that classrooms 3G and 3i will come online this August and we need to furnish the pole-vault projector and camera systems as we did in all other classrooms. Mr. Wilson moved to approve the purchase, seconded by Mr. Kim and carried unanimously.

Approve purchase of new refrigerator for cafeteria: Mr. Miller stated that due to the increase in enrollment this fall that it was going to be necessary to purchase another refrigerator to store milk and juice. He said that our current refrigeration is maxed out right now. Ms. Pelletier moved to purchase another refrigerator not to exceed \$6,000. Second was made by Mr. Wilson and carried unanimously.

Approve purchase of new cabinetry: Mr. Miller stated that the two new classrooms 3G and 3i will both need storage cabinets like all the other classrooms. Mr. Kim moved to purchase the cabinetry for 3G and 3i not to exceed \$6,000. Second was made by Ms. Pelletier and carried unanimously.

Approve painting of hallways: Mr. Miller stated that the hallways really needed to be freshened up this summer. They are pretty dirty and pressure washing will not do it alone. Motion was made by Mr. Wilson to approve the painting of the hallways, seconded by Mr. Kim and carried unanimously.

Approve purchase of new curriculum: Principal Miller said that we are going to have to spend the money this year to get the necessary materials to meet the Common Core requirements. Mr. Wilson moved to approve up to \$50,000 for purchase of new curriculum, seconded by Mr. Russell and carried unanimously.

Principal's concerns/reports: none

Board members reports/concerns: none

Adjournment: meeting adjourned at 12 noon lunch to follow.