

North County Charter School, Inc.
6640 Old Dixie Hwy. Vero Beach, Fl. 32967
Board of Directors Meeting
Held Monday August 05, 2019 9:30 am

MEETING MINUTES

Meeting was called to order: President Joel Tyson called the meeting to order at 9:30 am. President Tyson, Vice President Ernie Wilson, Secretary/Treasurer Claudette Pelletier, Kevin Kim Director, Devon Dupuis Director, Susan Adams Director were all in attendance. Director Robert Russell was absent due to illness. A quorum was present. Principal Dr. Jessica Keaton and Business/Finance Director Ken Miller were also present.

Approve/amend agenda: Mr. Miller asked to add discussion of "Active Assailant Response Board Policy" on the agenda for discussion. Mr. Wilson moved to approve the addition to the agenda, seconded by Ms. Pelletier and carried unanimously.

Citizen/parent input: Ms. Irons a 4th grade NCCS teacher addressed the Board regarding her continuing education to qualify her to be an assistant principal. Ms. Irons said she would like to be an AP at NCCS someday.

Ms. Cetrulo a science coach at NCCS last year expressed her interest in returning as a science coach in the new school year. Ms. Cetrulo said she would be willing to negotiate maybe a part-time position.

Appoint ad hoc committee: Ms. Adams moved to appoint a committee to look into possible ways to find funds to finance the "science coach" position. Motion seconded by Ms. Pelletier and carried unanimously. Committee will be Mr. Kim, Ms. Adams, Ms. Cetrulo, Mr. Miller and Dr. Keaton.

Approve minutes of June 17, 2019 board meeting: Minutes were presented with no corrections, additions or deletions. Motion was made by Ms. Adams to approve as presented, seconded by Ms. Dupuis and carried unanimously.

Financial report: Mr. Miller presented the Board with financial reports from the accountant's office for months ending May 31 and June 30, 2019. Bank statements were presented for all bank accounts and a balance sheet showing cash balance of \$2,736,533.41 and liabilities of \$2,412,012.80. Ms. Adams moved to file the report for audit, seconded by Mr. Wilson and carried unanimously.

Legal update on "Public Safety Act": Mr. Miller presented the Board with a letter from our law firm updating us on the law.

Approve the SRO agreement with Sheriff: Mr. Miller presented the Board with the new one year agreement between NCCS and the Indian River County Sheriff's office. No major changes this year with Mr. Miller still remaining as the NCCS Designee and the school will again pay fifty percent of the School Resource Officer's salary. Mr. Wilson moved to approve the agreement, seconded by Mr. Kim and carried unanimously.

Active Assailant Response Policy: The law now requires a committee be appointed at each school to

develop a response plan. Ms. Adams moved to form the committee, seconded by Mr. Kim and carried unanimously. The committee will be Mr. Miller, Dr. Keaton, Deputy Stanley, and ESE resource teachers Ms. Holton and Ms. Dowdell.

Approve Engagement Letter: Mr. Miller presented an engagement letter from the Scott Nuttall & Associates, P.A. firm that is doing our annual audit that is required by state statute. The audit is both financial and compliance. The fee this year is estimated to be \$10,050 which also includes doing our form 990 tax return. Motion made by Ms. Adams to approve, seconded by Ms. Dupuis and carried unanimously.

Approve Mental Health Plan: Dr. Keaton presented a plan for the 2019-2020 school year. Funding from the State is expected to be under \$10,000. Ms. Adams moved to approve the plan, seconded by Ms. Pelletier and carried unanimously.

Approve FSA test results for 2018-2019 SY: Dr. Keaton presented the results of our 3rd, 4th, and 5th grade tests. NCCS received a "B" for this year. Ms. Adams moved to approve the results, seconded by Mr. Wilson and carried unanimously.

Approve employees for 2019-2020 SY: Dr. Keaton and Mr. Miller presented a list of forty (40) employees that have been hired or renewed for the new school year for the Board's approval. Mr. Wilson moved to approve the list, seconded by Ms. Adams and carried unanimously.

Approve new wage and salary increases for 2019-2020 SY: Mr. Miller presented the salary and wage schedule which reflects a two percent cost of living increase for all employees. Ms. Adams moved to accept and approve, seconded by Mr. Kim and carried unanimously.

Approve new health insurance rates and NCCS contributions: Mr. Miller presented the new insurance rates and the new contributions for NCCS. Basically, NCCS is absorbing the increases in premiums for the new year. Motion was made by Mr. Wilson to approve the new rates and employer contributions, seconded by Ms. Dupuis and carried unanimously.

Approve new Parent-Student Handbook: Dr. Keaton presented the Board with the revised handbook for approval. Motion was made by Mr. Wilson to approve, seconded by Ms. Adams and carried unanimously.

Approve new company for school website: Dr. Keaton requested approval to change website management companies. Currently it takes too long to get things published on our school website and this new company will allow us to administer our own site. Cost is \$2,100 per year. Ms. Adams moved to approve switching companies, seconded by Ms. Pelletier and carried unanimously.

Approve letter of authorization: Mr. Miller asked the Board to approve a letter from the board authorizing Mrs. Borsse to sign reports and claims for the National School Lunch Program and the Early Learning Coalition for the VPK program. This would alleviate obtaining Mr. Miller or Board members signatures. Ms. Adams moved to approve the letter, seconded by Mr. Kim and carried unanimously.

Approve payment of capital projects, renovations & remodeling: Mr. Miller presented the Board with a

number of projects and improvements that were done over the summer break to get the facilities ready for the students return. Mr. Wilson moved to approve payment for the various projects, second was made by Ms. Dupuis and carried unanimously.

Update on new site plan: Mr. Miller said that we had reached a tentative agreement with the county on our site plan and they had given us the green light to install storm sewer stub outs from our existing parking lot over to the new property. This will allow us to proceed on the site after school is underway.

Construction of new pavilions: Mr. Miller said that both pavilions will be completed by the time school starts. Playground fence will be re-installed and the playground mulch will be replenished by the end of this week.

Principal concerns/reports: Dr. Keaton presented a letter from a parent praising our school.

Business/Finance Director reports/concerns: Mr. Miller informed the board that our school now has an EEOC complaint filed against it by a former employee. If any member of the board wants more detailed information our attorney has suggested that you call him.

Mr. Miller also furnished the Board with a number of newspaper articles related to charter schools and the never ending attack from the press.

Board members reports/concerns: none

Adjournment: Mr. Wilson moved to adjourn at 11:40 am, seconded by Ms. Pelletier and carried unanimously.