

Meeting Date: October 21, 2020

Approved by:  on 11/19/2020

ATTENDANCE

Name	Name
Ron Sklaver (RS)/ Board Chair	Amy Quesenberry/Staff
Judy Romera-Williams (JR)/ Director	Elisabeth Sahhar/Staff
Margaret Moran (MM)/Director	Ceaira Carr/Staff
Maynard Harvey (MH)/Principal	Cheila Planas/Staff
Sydney Sampson (SS)/Staff	Tabitha Chapman/ Staff
Hector Alberty (HA)/ Staff	Patricia Ray/Parent
Antonia Elia/Staff	Jimenez Family/Parent
George Radka/Staff	

MEETING LOCATION & TIME:

Building/Room: Zoom Video Conferencing Platform

Actual Start/End: 5:31 PM - 6:56 PM

Meeting Recorder: Hector Alberty (HA), Administrative Assistant to the Principal

I. CALL TO ORDER:

- RS- 5:31 PM Ron Sklaver called the meeting to order. A quorum was met.

II. REVIEW OF PUBLIC NOTICE:

- Posted on School Website
- Posted on School Facebook Account Page
- Posted on ClassDojo
- Posted on School Premises

III. APPROVAL OF MINUTES- September 23, 2020.

RS- Asked the board directors if they had an opportunity to review the September 23, 2020 board meeting minutes; they had. MM made a motion to accept the minutes for September 23, 2020, JR seconded the motion, motion passes- 5:35pm.

IV. REPORTS:

- Review of District Compliance Checklist/Status-** RS- Asked how FACE was performing in terms of compliance. In reviewing the compliance report, MH stated that the current compliance score is 98%. RS inquired about when the separate compliance tracker, which will include all yearly submissions will be included with monthly BOD documents; HA

stated that he is currently working on updating the information for the SY 2020-2021 and will have it included in the November BOD documents. RS asked board directors if any additional questions were had regarding the compliance report, none were had at this time.

- b. Review of Financials-** A run-down on the financial report for September was given. Discussion ensued surrounding ADP placing payroll taxes within the benefit line versus salary line. MH to discuss these concerns with David Hand and ADP. RS had inquiries regarding various line items. MM and JR had inquiries regarding FTE adjustments on line item and in providing a clearer breakdown on incoming monies. MH to reach out to business office and inquire about monies owed back, payback plans/projections. RS asked board directors if any additional questions were had regarding the September financial report, JR inquired about the ESSER line item. MH stated that those grants monies will be paid at a future date.

c. Operations and Management Review:

- **Employee Turnover Report/Personnel and Staffing-** MH stated that staffing is stable at this time. MM inquired about the number of vacancies. MH stated that he is keeping an eye on individual classroom and program needs. As more students come back to on-site instruction, those vacancies will need to be filled. RS inquired about the possibility of hiring more certified teachers, given the restructuring in the district. JR provided clarification to this topic. RS asked board directors if any questions were had regarding Employee Turnover Report/Personnel and Staffing, none were had at this time.
- **Teacher Compliance Report-** RS inquired about the status of this report. MH asked for clarification on what the board was seeking though this report. MM stated that she originally requested this report to gain a better update/understanding on teacher progress on meeting their agreements to earn. MH asked SS to speak more on this topic. SS provided commentary. MM stated that she simply would like to know progress made without the inclusion on specific names; this would additionally allow any assistance to be given as needed. SS to provide an update in November BOD meeting.

V. OLD BUSINESS:

- N/A

VI. NEW BUSINESS

- a. FACE School Van Update:** MH stated that the van has been purchased and that a group of staff members have been identified and placed as drivers. Fundraising efforts are currently in place to pay back borrowed money from the school. Discussion ensued a ceremony commemorating the van.

- b. Florida Retirement System (FRS):** MM asked to move the discussion of the Florida Retirement System to a Board Workshop, to later transition back to a general BOD meeting.
- c. Cyber-Insurance:** MH has been in discussions with insurance broker regarding current insurance plan and a lack of cyber insurance. MH asked the board members to reference the provided insurance plan. RS inquired about the extent of CompuCom’s liability and how it matches the current cyber-insurance proposal. MM inquired about the current infrastructure and if the program is operating via a cloud-based service. Discussion continued. MM suggested that an internal infrastructure audit be completed. RS suggested that the extent of CompuCom’s liability be explored prior to committing. JR would like to transition this discussion to a workshop.
- d. Board Structure:** RS stated that he will be stepping down from this position as board chair and from the board of directors, effective immediately due to personal endeavors. RS made a motion to nominate JR (Judy Romera-Williams) to assume the vacant position of Board Chair, MM seconded the motion/nomination; motion passes- 6:49pm.

VIII. ADJOURNMENT:

- 6:56 PM- JR asked for a motion to adjourn the meeting. RS presented a motion to adjourn; MM seconded the motion. Motion passes.

ACTION ITEMS:

Action	Assigned To	Deadline
Contact ADP to inquire placing payroll tax information with salary information.	MH & David Hand	N/A
Reach out to business office to inquire about monies owed back, payback plans/projections in relation to FTE projections.	MH	N/A
Inclusion of Teacher Compliance Update as an item on November Board Agenda.	SS	November 18, 2020

MOTIONS APPROVED:

Motion	Motion	Seconded
Approval of September 23, 2020 Board Meeting Minutes- 5:35pm.	MM	JR
Approval of Board Structure and Appointment of Judy Romera-Williams as Board Chair- 6:49pm.	RS	MM
Motion to Adjourn- 6:56pm.	RS	MM