

AGENDA

ASCEND CAREER ACADEMY

ANNUAL MEETING DATE: July 17, 2019

5251 Coconut Creek Parkway Margate, FL 33063

Planned Start time - 3:00PM.

I. AGENDA ITEM TITLE: Ratification of May 14th 2019 Meeting Minutes

REQUESTED ACTION: Ratify items and actions taken from the last board meeting

SUMMARY EXPLANATION AND BACKGROUND: Review, Approval and Comments

FINANCIAL IMPACT: None

Board Action Taken in Open Meeting On: July 17, 2019

Approved_____

Disapproved_____

Tabled_____

II. AGENDA ITEM TITLE: Review for continuation of the Apex Learning Curriculum Contract for 2019/20 SY and continuation of the Goodheart Wilcox Career Curriculum, existing 3-year contract.

REQUESTED ACTION: Review and approve for the continuation of use the Apex Learning and Goodheart Wilcox Career educational resources.

SUMMARY EXPLANATION AND BACKGROUND: Digital curriculum for the upcoming school year must be approved by all members of the governing board.

FINANCIAL IMPACT: Approx. \$35,000

III. **EXHIBITS:** Apex Learning and Goodheart Wilcox Career Curriculum Contracts for reference.

Board Action Taken in Open Meeting On: July 17, 2019

Approved_____

Disapproved_____

Tabled_____

III AGENDA ITEM TITLE: Approval of student and faculty laptop purchases

REQUESTED ACTION: Approve the purchase of 50 laptops for the start of the 2019-2020 school year and up to 3 teacher laptops, and 2 classroom printers; Further purchase are budgeted and may be approved as needed or required later in semester 1 or the second ½ of the school year.

SUMMARY EXPLANATION AND BACKGROUND: Each year the school must conduct a bid process for services provided to the school. However, historically, spot purchases at Big Box stores (e.g. Best Buy & other on-line retailers e-tailers) have allowed the school to get the best possible price on the same model Chromebook as utilized by students. With this understanding, and the low scale of purchasing, approval of spot purchasing, in line with budgeted amount and historical pricing is the recommended school strategy.

FINANCIAL IMPACT: Approximately \$12-15,000 in August/September and a further \$10-15,000 in Fall/Spring per Budget, if and as needed based upon enrollment growth and/or damage.

EXHIBIT I: Promevo Unit Pricing

EXHIBIT II: Best Buy Quotes

EXHIBIT III: CTL (ruggedized machine); price quote.

Board Action Taken in Open Meeting On: July 17, 2019

Approved_____

Disapproved_____

Tabled_____

IV. AGENDA ITEM TITLE: Ratification of 19/20 ACA Budget

REQUESTED ACTION: Ratify and Approve the Final School Operating Budget for Fiscal 19/20 School Year including, but not limited to the operating assumptions in the highlighted areas of enrollment and sub-lease based revenue, lease expenses, computer and capital investments, CAM/Utilities, staff salaries and wages.

SUMMARY EXPLANATION AND BACKGROUND:

Budget Assumptions, Highlights & and Updates will be made available to the Board as of the date of this Meeting.

Financial Summary

Based upon enrollments and operating expense assumptions the school is expected to meet all of its fiscal operating costs, including salaries and wage requirements, lease, computing hardware, curriculum leases, monthly recurring operating expenditures and debt service. The approximate balance of \$60,000 of estimated working capital available as of the date of this meeting and the projected \$12,000 SY 2019/20 surplus is also deemed sufficient for funding operations for the full year.

FINANCIAL IMPACT: As outlined in the Final Operating Budget

EXHIBIT I: 2019-2020 Proposed Final Operating Budget

EXHIBIT II: ACA - Sub-Lease (existing)

EXHIBIT III: Alliance Lease Amendment #3 (existing)

Board Action Taken in Open Meeting On: July 17, 2019

Approved_____

Disapproved_____

Tabled_____

V. AGENDA ITEM TITLE: Approval of Proposed Salaries and Teacher/Staff Contracts for of 19/20 ACA Budget

REQUESTED ACTION: Approve the specific Contract Parameters and, for open position, Salary parameters for new hires, for the Final School Operating Budget for Fiscal 19/20 School Year including, specifically a review of staff salaries and wages by position.

SUMMARY EXPLANATION AND BACKGROUND:

A position by position salary summary will be presented to the Board as part of the budget.

FINANCIAL IMPACT: As outlined in the Final Operating Budget

EXHIBIT I: 2019-2020 Proposed Final Operating Budget; Salaries & Wages by Position Tab

Board Action Taken in Open Meeting On: July 17, 2019

Approved_____

Disapproved_____

Tabled_____

VI. AGENDA ITEM TITLE: Approval of Custodial Services Contract

REQUESTED ACTION: Approve the vendor who will conduct the services as outlined in the contract for the 2019-2020 school year.

SUMMARY EXPLANATION AND BACKGROUND: Each year the school must conduct a bid process for services provided to the school. The board must then approve the selected vendor.

FINANCIAL IMPACT: Approx. \$32,000 annually

QUOTE SUMMARY

	Monthly Amount	VCT Strip & Wax	Carpet Cleaning	Total Monthly Amount	
Coverall Cleaning	\$ 1,794.00	N/A	N/A	\$1,794.00	(Would need to hire outside service for add'l floor cleaning)
City Wide Maintenance	\$ 2,708.33	\$ 1,071.00	\$ 357.00	\$4,600.00	(Monthly floor cleaning amount is for 2 services of each annually)
Tic Tock Cleaning	\$ 2,703.00	INC	INC	\$2,703.00	

Coverall cleaning consistent with prior years, are lower by approximately \$900 per month or \$10,800, but then charge approximately \$8,000 for VCT in the summer. Incremental/upcharges are unknown and as such are only marginally lower than Tic Toc, the incumbent.

Bids maintained on file.

Board Action Taken in Open Meeting On: July 17, 2019

Approved_____

Disapproved_____

Tabled_____

VII. AGENDA ITEM TITLE: Approval of Food Services Contract

REQUESTED ACTION: Approve the vendor who will conduct the services as outlined in the contract for the 2018-2019 school year.

SUMMARY EXPLANATION AND BACKGROUND: Each year the school must conduct a bid process for services provided to the school. The board must then approve the selected vendor.

FINANCIAL IMPACT: Approx. \$150,000 annually

Bidder Responses:

Educated Meals (including service items/materials)

Breakfast: \$1.52

Lunch: \$3.09

Nutrispa (meal only)

Breakfast: \$1.10

Lunch: \$2.70

ALL Bids maintained on file.

Board Action Taken in Open Meeting On: July 17, 2019

Approved_____

Disapproved_____

Tabled_____

VIII. AGENDA ITEM TITLE: Approval of annual audit services contract.

REQUESTED ACTION: Approve the vendor who will conduct the services as outlined in the contract for the 2018-2019 school year.

SUMMARY EXPLANATION AND BACKGROUND: School requires an annual audit which must be prepared by an auditing professional.

FINANCIAL IMPACT: Approx. \$8,000 annually

Board Action Taken in Open Meeting On: July 17, 2019

Approved_____

Disapproved_____

Tabled_____

Additional items for discussion for which no Board action is required:

- **Other Contracts:**
 1. Comcast: Sole Source (Fiber connection) – Working well, no changes. Evergreen payments monthly.
 2. Airmatic - Heating/Airconditioning – Small overall cost (less than \$5,000 annually); Company is most familiar with ACA A/C units. Given the need for consistent responsive service, ACA continuing given that cost is not increasing.
 3. McGrady Accounting – Accountants continue to monitor the checks and balances table for the auditor selection and the overall costs and reporting for the school. Per Mr. Alessi they are both vigilant and responsive.
- **Staff vacancies**
- **Open House info**
- **Facility Tour**
- **Fundraising goals/program**