

**BOARD MEETING MINUTES
ASCEND ACADEMY CHARTER HIGH SCHOOL
SPECIAL MEETING DATE: July 15, 2022
5251 Coconut Creek Parkway Margate, FL 33063**

Conference Call

A meeting has been called via Google Meet to discuss and approve the items below, pursuant to an Agenda circulated ahead of the meeting. The meeting was done via video conference as the Board Chair, Greg DuMont was notified of exposure to an individual testing positive for COVID. Out of an abundance of caution, this meeting was done via video.

Greg DuMont, as Chairman of the Governing Board, called the meeting to order at 12:00PM.

Roll call was taken with the following members on the call: Board Chair Greg DuMont, Board

Members Cheryl Leonti and Sayra Hughes; Principal of ACA Stacy Johnson, and Budget Manager of ACA Denise Garcia.

I. **AGENDA ITEM TITLE:** Ratification of April 25th Meeting Minutes

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

SUMMARY EXPLANATION AND BACKGROUND: Review, approval and comments

DISCUSSION: Final Minutes of the aforementioned Board Meeting were previously circulated. With all Board Members having reviewed them and there being no comments, Board Chair DuMont motioned for their approval. Hughes seconded and the motion was carried unanimously.

EXHIBIT I: Meeting Minutes from April 25th 2022 Board Meeting

FINANCIAL IMPACT: None

Board Action Taken in Open Meeting On: July 15, 2022

Approved X

Disapproved

Tabled

II. AGENDA ITEM TITLE: Review and Approve policy and procedural requirements for Safety and Security.

REQUESTED ACTION: Approval of safety and security policies and procedures.

- i. Senate Bill 590 - Parent or guardian notification requirements before an involuntary examination of a minor
- ii. Section 1006.07(7), Florida Statutes - Behavior Threat Assessment (BTA) trainings and intervention services
- iii. Section 1006.07(9), Florida Statutes - Parent right to access school safety discipline incident
- iv. Section 1006.07(4) and (7), Florida Statutes - Timely parent notification of threats, unlawful acts or significant emergencies
- v. Rule 6A-1.0018, Florida Administrative Code - School Safety Requirements and Monitoring
- vi. House Bill 802 - Parent Reunification Plan

SUMMARY EXPLANATION AND BACKGROUND: ACA and governing board are responsible for meeting the safety requirements of FL Rule 6A-1.0018. ACA will adopt the safety and security policies of Broward County School Board.

FINANCIAL IMPACT: N/A

DISCUSSION: The aforementioned safety and security policies, align to both state law and policy as adopted by Broward County School District were circulated to the Board for review. Johnson explained each policy. DuMont asked if there were any variances in Ascend Policy, as being adopted and that suggest by Broward County and also if there were any challenges in compliance. Johnson indicated each were as adopted by Broward and that Ascend can and would adopt and apply/comply with the policies. With that stated, and there being no further questions or comments, Board Chair DuMont motioned for their approval. Hughes seconded and the motion was carried unanimously.

EXHIBIT:

- i. Policy 5006
- ii. Policy 5.8
- iii. Policy 4380
- iv. Policy 2000
- v. Parent Unification Plan

Board Action Taken in Open Meeting On: July 15, 2022

Approved X

Disapproved _____

Tabled _____

III. AGENDA ITEM TITLE: Approve 2022-23 Mental Health Plan

REQUESTED ACTION: Review and approve the 2022-23 Mental Health Plan.

SUMMARY EXPLANATION AND BACKGROUND: Charter Schools must establish a Mental Health Assistance Allocation Plan, which outlines the program and planned expenditures to establish or expand school-based mental health care consistent with the statutory requirements for the mental health assistance allocation.

FINANCIAL IMPACT: Approx. \$38,000 annual cost for Mental Health Counselor

EXHIBIT: Mental Health Plan

DISCUSSION: Johnson presented the mental health plan and the budgeted delivery with methods and procedures consistent with SY 21/22. There being no questions, Board Chair DuMont motioned for their approval. Hughes seconded and the motion was carried unanimously.

Board Action Taken in Open Meeting On: July 15, 2022

Approved X

Disapproved _____

Tabled _____

IV. AGENDA ITEM TITLE: Edmentum Apex Learning and Lexia Curriculum Agreements for SY 22/23

REQUESTED ACTION: Review and approve the continuation of the APEX Learning curriculum program for the SY 22/23

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

FINANCIAL IMPACT: Approx. \$23,000 and \$12,000, respectively for SY 22/23.

EXHIBIT: Edmentum Apex Learning Curriculum Agreement

Lexia Quote

DISCUSSION: The Board requested commentary on the Apex and Lexia curriculum. Johnson indicated that with respect to students and faculty find the Apex curriculum adaptable to the individual needs of students, in both pacing and content. Such is particularly important given the at-risk student population served. Johnson indicated that Apex, purchased recently by Edmentum, will be available for this and the following school year and then re-platformed to a new user interface at any time, and plan to do so for SY 23/23. Lexia, a new Reading Intervention program is being licensed to favorably impact reading proficiency, a challenge in ACA's student population. Lexia, Read 180/System 44 and Edmentum intervention assets were reviewed and based upon review by faculty as well as benchmarking from other charter school feedback, as supported by Broward Charter School Support having had favorable impacts on reading proficiency gains, Johnson recommends Lexia. DuMont indicated that both items are reflected in the SY 22/23 budget. There being no other comments, Board Members were in unanimous agreement and Board Chair DuMont motioned for their approval. Hughes seconded and the motion was carried unanimously.

Board Action Taken in Open Meeting On: July 15, 2022

Approved X

Disapproved _____

Tabled _____

V. **AGENDA ITEM TITLE:** Review and approve Reading Curriculum aligned to B.E.S.T. Standards for SY 22/23

REQUESTED ACTION: Approve New State-Approved Reading Intervention Curriculum SY 22/23

SUMMARY EXPLANATION AND BACKGROUND: State-Approved Reading Intervention Curriculum must be approved by the Governing Board.

FINANCIAL IMPACT: \$11,500.00 annually for 200 students

EXHIBIT: Lexia Power Up Learning Curriculum Quote

DISCUSSION: See discussion combined with Board Agenda item #IV. Board Chair DuMont motioned for their approval. Hughes seconded and the motion was carried unanimously.

Board Action Taken in Open Meeting On: July 15, 2022

Approved X

Disapproved _____

Tabled _____

VI. **AGENDA ITEM TITLE:** Approval to receive bids for Food Services Contract

REQUESTED ACTION: Review and approve the process and timeline for SY 2022-2023

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. We will consult with NSLP to see if renewal extensions will continue to remain in effect due to current pandemic conditions and food chain supply difficulties.

FINANCIAL IMPACT: Approx. \$150,000 – 175,000 annually, enrollment and entitlement dependent.

EXHIBIT: Educated Meals vendor renewal form

DISCUSSION: Per Garcia, NSLP will allow up to 4 renewals of the food service contract prior to requiring a new bid. Garcia and Johnson indicated that the students are satisfied with the level of service and quality of food provided by Educated Meals and at this time, given the supply chain shortage with food

and supplies, we feel that it is best to extend a renewal to our current vendor. Ms. Hughes motioned the Board to approve the contract as presented. Ms. Leonti seconded and the motion was carried unanimously.

Board Action Taken in Open Meeting On: July 15, 2022

Approved X

Disapproved _____

Tabled _____

VII. 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 2022-2023 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. \$40,000.00 annually

EXHIBIT:

- i. Coverall Quote
- ii. Yorkshire Quote
- iii. Glow Cleaning Plus Quote
- iv. Greene Kleen Of South Florida Quote

DISCUSSION: Ms. Johnson presented the vendor custodial contracts, as summarized above in the Exhibits also indicating that the incumbent Tick Tock Cleaning service quality had declined in the past year but would be competing their contract to end of July 2022. Board Chair, Mr. Dumont, requested information regarding pricing and services. Johnson and Garcia company most in line with our budget and scope of work was Yorkshire Cleaning services. DuMont motioned to extend intent to contract with Yorkshire and ensure such was in line with the budget as created. Hughes Seconded and added that DuMont should be authorized to sign any agreement pending final negotiation is consistent with budget and needs. Board Members passed both motions unanimously.

Board Action Taken in Open Meeting On: July 15, 2022

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Disapproved _____

Tabled _____

VIII. **AGENDA ITEM TITLE:** Salaries and Teacher/Staff Agreements for Budget for the 2022-23 School Year

REQUESTED ACTION: Discuss and approve the specific agreement parameters for open positions, salary parameters for new hires for the final school operating budget for Fiscal 22-23 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 a part of the budget.

FINANCIAL IMPACT: As outlined in the final proposed operating budget.

EXHIBIT: 2022-23 Proposed Final Operating Budget

DISCUSSION: Garcia explained that according to FLDOE, the school must implement the TSIA and continue to maintain teacher salaries to minimum of \$47,500. Actions necessary ensure this minimum is complied with has been undertaken. Johnson indicated outlined, including through previous communications to the Board Chair, the current Broward District teacher contract and provisions for increases, which must also be considered to remain competitive in recruiting high quality faculty. In her opinion, with 3% raises and actions taken in prior years, we remain competitive, slightly low for very experienced (e.g., 20-yrs) experience. Proposed salaries have been reflected in the budget circulated. Johnson reviewed the salaries of all current teachers, as well as the anticipated openings that were not filled by the Board meeting and DuMont encouraged her to inform the board if a good candidate needs slightly more than budgeted such that the entire position could be reviewed. DuMont motioned the Board to approve, as part of the budget the proposed salaries, and authorize he and Ms. Johnson to get all positions filled and contracting utilizing the same contract form deployed in SY 21/22, having been previously reviewed by counsel. Ms. Hughes seconded and the motion was carried unanimously.

Board Action Taken in Open Meeting On: July 15, 2022

Approved X

Disapproved _____

Tabled _____

IX. AGENDA ITEM TITLE: Approval of the 2022-23 Budget

REQUESTED ACTION: Discuss and approve the School Operating Budget for Fiscal 22-23 School Year including, but not limited to the operating assumptions, sub-lease based revenue, lease expenses, computer and capital investments, CAM/Utilities, staff salaries and wages.

FINANCIAL IMPACT: As outlined in the final operating budget.

EXHIBIT:

- i. 2022-23 Proposed Final Operating Budget - excel
- ii. Alliance & Gen Z Note Forgiveness Documents – word/pdf
- iii. Alliance Lease Amendment #4 – word draft (agreed by Alliance awaiting signature & notary)

DISCUSSION:

DuMont outlined and walked-through the proposed budget and fiscal assumptions:

- A. Revenue based upon Spring 22 enrollment count for Fall 2023 growing to 225 FTEs in Spring. Johnson feels comfortable with the same. In addition, Johnson and DuMont spoke to the District and of \$150K of ESSR II entitlements, and \$370K of ESSR III entitlements, \$190K of receipts for the year have been budgeted. Capital outlay and church sub-lease income included in amounts consistent with SY 21-22.
- B. Operating Costs:
 - a. Faculty – Covered in Teacher Salary above; one area of emphasis this year will be IT/Tech, on a per diem/retainer basis to ensure all student/teacher devices working every day.
 - b. OPEX – Budgeted consistent with bids/quotes and prior year actual experience. Have attempted to account for any inflationary effects.
 - c. Rent – Renegotiated with landlord, given enrollments, to:
 - i. Forgive Rent from 2/22-7/22 and defer 8/22 if needed for sufficient working capital given pandemic impacts on enrollment and anemic roll-out of ESSR by Broward.
 - ii. Rent rebased to \$275K annual run-rate and CAM to \$3333 per month, all in budget. If enrollment trajectory does not pick-up, the school may need to consider giving back some of the approximate 30,000 sq. ft. of space to manage an appropriate burden for rent/CAM.

- iii. Loans – Historical debt, from school start-up has been forgiven in its entirety (Generation Z at 12/31/21 and Alliance Notes at 8/1/22); No further debt service required.
- iv. Bids – All curriculum and large contracts are in process of execution in accordance with outlines above.
- d. Budget shows a surplus creation of approximately \$30,000 for the SY 22/23 and there remains in excess of \$100,000 in W/C available at 6/30/22, such being sufficient for the upcoming school year and the ebs/flows of monthly payments by Broward or the State in the administration of funds.

DuMont motioned the Board to approve the budget and will apprise the Board at the first annual meeting to occur in August or September of any changes. In addition DuMont motioned for the Board to empower he and Ms. Johnson as necessary to execute such contracts as budgeted. Ms. Hughes seconded and the motion was carried unanimously.

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Approved X

Disapproved _____

Tabled _____

X. Acceptance of School Security Services

REQUESTED ACTION: Approve the use of Margate PD detail for school security services

SUMMARY EXPLANATION AND BACKGROUND: In accordance with the MSD Safety Act, it is the school's responsibility to provide a full-time on campus armed individual for daily campus security.

FINANCIAL IMPACT: Approx. \$73,000 annually

Exhibit: Special Detail Request

DISCUSSION: Ms. Johnson presented the Board with the new contract from Margate PD and reminded the Board of the options for campus security, as mandated by the Marjory Stoneman Douglas Act that requires an armed officer on campus at all times. After consideration of the Guardian Program and associated costs related to training and purchase of firearms in prior years, as well as reliability in candidates, the Board discussed the costs related to utilizing Margate PD again for the upcoming school year. DuMont and Johnson

suggested continuation of Margate PD as they have reliably prioritized and executed security and have responded appropriately for all security needs and incidents in prior years. DuMont indicated such amount has been properly budgeted. Considering safety and reliability, and prior year performance, DuMont recommended that the school continue to use Margate PD for the Campus Monitoring for SY 22/22. The projected annual expense estimated at \$73,000 using current contract rates.

Hughes motioned the Board to approve the contract with Margate PD, as presented. DuMont seconded and the motion was carried unanimously.

Board Action Taken in Open Meeting On: July 15, 2022


Approved X

Disapproved

Tabled

SIGNATURES ON SEPARATE FOLLOWING PAGE

Signed By:



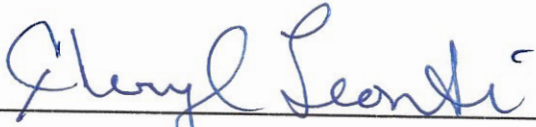
(Governing Board Chair)

(Governing Board Member)

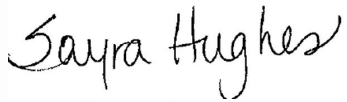
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