

**MEETING MINUTES**  
**ASCEND ACADEMY CHARTER HIGH SCHOOL**  
**SPECIAL MEETING DATE: September 28th, 2022**  
**5251 Coconut Creek Parkway Margate, FL 33063**

**Video 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. Greg DuMont, as Chairman of the Governing Board, called the meeting to order at 5:00PM. Roll call was taken with the following members on the call: Board Chair Greg DuMont, Board Members Cheryl Leonti and Sayra Hughes, Incoming Board Member Vincent Alessi; Principal of ACA Stacy Johnson, and Budget Manager of ACA Denise Garcia.

The Board Meeting was closed to the public due to the nature of the subject matters.

**I. AGENDA ITEM TITLE:** Ratification of July 15<sup>th</sup>, 2022, Board Meeting Minutes

**REQUESTED ACTION:** Ratify items and actions taken from the last Board Meeting.

**SUMMARY EXPLANATION AND BACKGROUND:** Review, approval and comments

**FINANCIAL IMPACT:** N/A

**EXHIBIT:** Meeting Minutes from July 15<sup>th</sup>, 2022 Board Meeting

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

**Board Action Taken in Open Meeting On: September 28th, 2022**

Approved   X  

Disapproved \_\_\_\_\_

Tabled \_\_\_\_\_

**II. AGENDA ITEM TITLE:** Approve Out of Field Teacher Assignments

**REQUESTED ACTION:** The Governing Board will discuss steps towards certification in the required field. A Teacher may work out of field for one school year while obtaining the necessary certification for courses being taught.

**SUMMARY EXPLANATION AND BACKGROUND:** There are currently have three (3) teachers out of field.

Robyn Fulford – Certified in Social Studies, teaching Reading

Bradley Linn – Certified in English, teaching Reading

Gloria Quiroz – Certified in Business Education, teaching Spanish I and II and III

**FINANCIAL IMPACT:** N/A

**EXHIBIT:**

i. Out of Field Request Forms for the following instructional staff:

Robyn Fulford – Reading

Bradley Linn – Reading

Gloria Quiroz – Spanish I and II.

ii. Notification to parents/guardians

**DISCUSSION:** Ms. Johnson stated that ACA currently have 3 out of field teachers:

Mr. Linn is currently Co-teaching Reading with Ms. Billy and he is certified in English.

Ms. Fulford is currently teaching Reading and she is certified in Social Sciences

Ms. Quiroz is currently teaching Spanish and is certified in Business Education.

Mr. DuMont as if the teachers are all willing and progressing toward certification in the courses they are covering. Ms. Johnson confirmed this was the case. Mr. DuMont suggested possibly incentivizing the three (3) teachers in support of them receiving their certification. Ms. Garcia discussed Ms. Quiroz being out of field for a second year. In consulting with SBBC, ACA confirmed that she will need additional training to remain an

out of field teacher. Ms. Quiroz was scheduled to retake her Spanish exam on 9.29.22 however it was canceled due to Hurricane Ian. She is waiting for her rescheduled date to retake the exam.

In the meantime, ACA will take all necessary steps to ensure that her continued training is completed. Mr. DuMont motioned to approve the signing and appropriate reporting to the district and parents the out-of-field coverage currently in place. Ms. Hughes seconded and the motion was carried unanimously, empowering Ms. Johnson to complete all necessary communications.

**Board Action Taken in Open Meeting On: September 28, 2022**

Approved  X

Disapproved \_\_\_\_\_

Tabled \_\_\_\_\_

**III. AGENDA ITEM TITLE: Review of Final Budget and Draft Audited Financial Statements**

**REQUESTED ACTION:** Review and approve the final annual budget as disclosed in the financial statements and address any control matters noted as part of the financial audit.

**SUMMARY EXPLANATION AND BACKGROUND:** Each year, all charter schools must compare the preliminary budget to the final budget and perform an annual financial audit by an independent certified public accountant.

**FINANCIAL IMPACT:** \$8,000 Annually

**EXHIBIT:** Final budget and draft of audited financial statement

**DISCUSSION:** All financial budgets have been approved and will be issued by September 30th. Mr. DuMont confirmed that the audit had been completed, and the internal controls deemed adequate. No weaknesses were noted by the independent auditors (King & Walker). DuMont further confirmed that the management representation letter had been signed by he and Ms. Johnson and provided as of 9-26-22 and the final financial statements, including the comparison of the preliminary and final budgets

were included. Further, McCrady & Associates, consistent with prior years, helped ACA to ensure compliance with all GAAP and GAS measures in support of the audit and disclosures and that he had reviewed the draft financials with Stacy McCrady, and that his questions had been addressed in the accounts as provided. Ms. Leonti and Ms. Hughes indicated they did not have any comments on the draft financials and consistent with prior years DuMont discussed the requirement that the Board approve the final financials as the final budget as presented (comparatively to the preliminary ACA budget set in July 2021). DuMont motioned to approve the financials and the final budget there being no other comments. Ms. Leonti seconded and the motion was carried unanimously.

**Board Action Taken in Open Meeting On: September 28th, 2022**

Approved   X  

Disapproved \_\_\_\_\_

Tabled \_\_\_\_\_

**IV. AGENDA ITEM TITLE: Teacher and Principal Evaluation Systems**

**REQUESTED ACTION:** Approve the FCPCS evaluation system for use by the school.

**SUMMARY EXPLANATION AND BACKGROUND:** The school must identify which teacher and administrator evaluation plan the school will use.

**FINANCIAL IMPACT:** Annual fee of \$4.00 per student for FCPCS membership

**EXHIBIT:** Administrator and Student Services Personnel Evaluation Forms

**DISCUSSION:** Ms Johnson has confirmed that she has completed all necessary trainings to complete the FCPCS evaluations and the renewal for membership will be due in November. Ms. Johnson recommended that the FCPCS evaluation and process be utilized consistent with prior years, it being adequate for ACA. At this time, with Ms. Johnson feeling that the evaluation system is sufficient and no further action is required DuMont motioned to approve utilization of the FCPCS evaluation for FY 22/23. Ms. Hughes seconded and the motion was carried unanimously.



**Board Action Taken in Open Meeting On: September 28th, 2022**

Approved   X  

Disapproved \_\_\_\_\_

Tabled \_\_\_\_\_

**V. AGENDA ITEM TITLE:** Board Member Resignation and Admittance

**REQUESTED ACTION:** Approve the resignation of board member Sayra Hughes and approve new Board Member Vincent Alessi.

**SUMMARY EXPLANATION AND BACKGROUND:** Due to the pending resignation of board member Sayra Hughes, it is necessary for another individual to take her place.

**FINANCIAL IMPACT:** N/A

**EXHIBIT:** N/A

**DISCUSSION:** Mr. DuMont outlined Ms. Hughes having indicated a desire to step down from the Board and that Mr. Alessi, former principal of the school indicated a desire to join the Board, there being a requirement for a minimum of three (3) members. Mr. DuMont motioned to accept Ms. Hughes resignation with effect at the close of the meeting and simultaneously appoint Mr. Alessi. Mr. DuMont and all attendees thanked Ms. Hughes for her service and guidance over the last 4+ years. Ms. Hughes wished everyone at ACA well in its continued operations. Ms. Garcia indicated that Mr. Alessi's Fingerprinting has been completed and he is aware of the necessary Board Member training to be completed within 90 days and Mr. Alessi indicated his commitment to doing so. With that Mr. DuMont motioned that Ms. Hughes resignation be accepted immediately and in tandem the appointment of Mr. Alessi. Ms Leonti seconded and the motion was carried unanimously and Mr. Alessi was welcomed to the Board.

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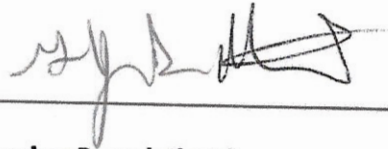
Approved   X  

Disapproved \_\_\_\_\_

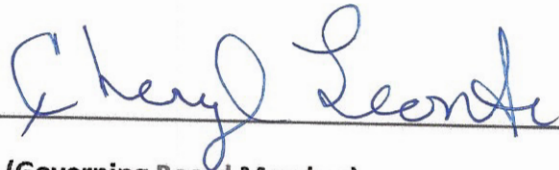
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With there being no further business before the Board, the meeting was adjourned at 5:54PM.

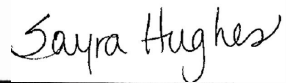
Signed By: \_\_\_\_\_



(Governing Board Chair)



(Governing Board Member)



(Governing Board Member)