

MEETING MINUTES
ASCEND ACADEMY CHARTER HIGH SCHOOL
ANNUAL MEETING DATE: November 3, 2022
5251 Coconut Creek Parkway Margate, FL 33063

A meeting was scheduled 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 9:05AM.

Roll call was taken with the following members on the call: Board Chair Greg DuMont, Board Members Cheryl Leonti and Vincent Alessi; Principal of ACA Stacy Johnson, and Budget Manager of ACA Denise Garcia.

- I. **AGENDA ITEM TITLE:** Ratification of September 28, 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 Board Meeting on September 28, 2022

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: November 3, 2022

Approved X

Disapproved

Tabled

II. AGENDA ITEM TITLE: Review of 22/23 Operating Budget

REQUESTED ACTION: Review of all monthly operating expenses, current cash position and projected revenue.

SUMMARY EXPLANATION AND BACKGROUND: The Governing Board would like to review the current operating expenses and revenue to properly forecast for the remainder of the school year.

DISCUSSION:

Enrollment: Current enrollment is at 230 as of October FTE. We'll receive an increase of approx. \$40k in monthly revenue.

Sublease revenue: Church is current on their lease. They are on a month-to-month basis with no lease expiration.

NSLP: Budget Keeper, Ms. Garcia, will reconcile receipts for NSLP an expense to surplus for approx. \$13k in food service operating account for SY 21/22. Ms. Garcia will maintain an internal spreadsheet to track food service expenditures.

ESSER: Mr. DuMont advised to continue following up with SBBC to ensure receipt of all submitted reimbursement packages. Follow-up emails should be sent weekly and Ms. Garcia will send a summary with all pending approved reimbursement packages.

Employee Incentives/Bonuses/Stipends: Ms. Johnson stated that Mr. Mowatt, Social Studies teacher, has been mentoring the two new teachers. Johnson proposed providing Mr. Mowatt with a \$1500.00 bonus to be paid in three equal payments. Johnson requested approval for the annual holiday staff dinner and issuance of holiday gift cards to all staff members. The cards would be issued to staff members before they leave for winter break.

Mr. DuMont indicated that all actions and discussions outlined above were within the previously approved SY 22/23 Operating Budget and that the incidental items outlined above were within the operational prerogative and responsibility of Ms. Johnson. There being nothing to approve any further discussion would be tabled until the next enrollment count.

FINANCIAL IMPACT: TBD

EXHIBIT: SY 22/23 Operating Budget

Board Action Taken in Open Meeting On: November 3, 2022

Approved _____

Disapproved _____

Tabled ___X___ - Nothing to Approve outside of existing SY 22/23 Budget

III. AGENDA ITEM TITLE: Review of Current and Projected Enrollment

REQUESTED ACTION: Review enrollment. Identify ways to increase enrollment.

SUMMARY EXPLANATION AND BACKGROUND: Review current and projected enrollment to properly plan for the remainder of the school year.

DISCUSSION: Enrollment was at 230 as of the October FTE. The goal for the February FTE count is 240 students. Banners have been ordered to help with visibility during the construction of on-site apartments.

FINANCIAL IMPACT: TBD

EXHIBIT: Preliminary FTE-2 School Summary Report

Board Action Taken in Open Meeting On: November 3, 2022

Approved _____

Disapproved _____

Tabled ___X___ - Nothing to Approve outside of existing SY 22/23 Budget

IV. AGENDA ITEM TITLE: Employee Compensation Plan

REQUESTED ACTION: Discussion of employee compensation plan.

SUMMARY EXPLANATION AND BACKGROUND: All charter schools are required to have a sustainable compensation plan for its employees.

DISCUSSION: ACA does not have a formal Employee Compensation Plan. Mr. DuMont advised that Johnson review the annual budget and to ensure that we are

compliant with meeting state standards. Johnson confirmed that ACA is in compliance. Ms. Johnson will create a spreadsheet listing each position with title and add their salary with any additional stipends and that will serve as an employee compensation plan.

FINANCIAL IMPACT: TBD

EXHIBIT: Board Approved Annual Budget With Salaries

Board Action Taken in Open Meeting On: November 3, 2022

Approved _____

Disapproved _____

Tabled X - Nothing to Approve outside of existing SY 22/23 Budget

V. AGENDA ITEM TITLE: Review of Any Operational Matters

REQUESTED ACTION: Review/approve any operational matters

DISCUSSION: The current construction surrounding the building and how it is affecting access to the school was discussed. Mr. DuMont suggested that we purchase additional directional banners/signage spending up to \$1000.00 as necessary. Ms. Leonti seconded and the motion was approved.

FINANCIAL IMPACT: TBD

EXHIBIT: N/A

Board Action Taken in Open Meeting On: November 3, 2022

Approved X

Disapproved _____

Tabled _____

VI. AGENDA ITEM TITLE: Public Comments

REQUESTED ACTION: Listen to all public comments

SUMMARY EXPLANATION AND BACKGROUND: The Governing Board is available to listen and address any comments, questions and/or concerns from all stakeholders.

FINANCIAL IMPACT: TBD

EXHIBIT: N/A

DISCUSSION: At this time there are no public comments to address.

Board Action Taken in Open Meeting On: November 3, 2022

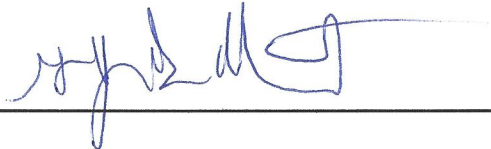
Approved___

Disapproved_____

Tabled_____

There being no other business before the Board, the Meeting adjourned at 10:00 a.m.

Signed By: _____



(Governing Board Chair)

(Governing Board Member)

(Governing Board Member)