

BOARD MEETING MINUTES

Name of Foundation: Four Corners Charter School, Inc.
Board Meeting: Tuesday, May 7, 2019
School(s): Four Corners Charter School

The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
May 7, 2019	2:05 PM	3:18 PM	August 20, 2019	1:00 PM	K. Robertson
Meeting Location:					
School District of Osceola County: 817 Bill Beck Blvd, Kissimmee, FL 34744					

Attended by:	
Board Members: Tim Weisheyer, Director	Other Attendees: Dr. Carmen Balgobin, Exec Dir – Charter Schls, Osceola County School District Angela Barner, Sr. Accountant – Osceola County School District
By Phone: Marc Dodd, Director left – 2:51 p.m. Teresa Castillo, Director Jim Miller, Director	Denise Thompson, Principal – Four Corners Charter School Kimberly Linden, Parent Facilitator – Four Corners Charter School Kerrian Robertson, Governing Board Manager – CSUSA Lisanne Morton, North Region Finance Director – CSUSA Mike Santoro, Regional Facility Manager – CSUSA
Absent: Clarence Thacker, Chairman	Ana Cordal, Sr. Dir of School Support – CSUSA

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 2:05 p.m. with a Call to Order by Director, Tim Weisheyer. Roll call was taken and quorum established.

I. ADMINISTRATIVE

Approval of Board Meeting Minutes

- The Board reviewed the minutes of the February 5, 2019 meeting.
- The board meeting minutes was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Jim Miller and seconded by Teresa Castillo to approve the minutes of the February 5, 2019 for Four Corners Charter School, Inc. Board Meeting. Motion was approved unanimously. (4-0)(1-absent).

II. OLD BUSINESS

Facility Projects Update

- Mike Santoro presented the facility projects update for FCCS. He explained that CSUSA is working with John Peterson in getting the projects completed. He said the fencing project should be completed at the end of May, the phone system should be completed in June, and the playground and canopy projects should be completed in August. The projects' completion timeline is within the year of 2019.
- The facility projects update was part of the agenda and was made a part of these minutes.

III. NEW BUSINESS

Approval of Parent/Student Handbook

- Kerrian Robertson presented the template of the 2019-20 parent/student handbook for board approval. She explained that the template is a standardized template for all the schools in Florida, similar to the one presented last year; however, an additional section will be added which covers security in the schools. The FCCS name and logo will be inserted where applicable.
- Marc Dodd explained that he did not like the language pertaining to unexcused absences, and makeup work. He said students should not be penalized for their parents' decisions, such as, planned vacation etc.
- Ana Cordal and Denise Thompson explained that parents are given an opportunity to have the absence excused, and that the goal of makeup work for testing is to provide the student an opportunity to be taught the content and pass the course with mastery. Principal Thompson further elaborated that students cannot only take assignments home because they are not learning the necessary material to understand and pass the course, which involves classroom lessons.
- Mr. Dodd explained his reluctance in approving a template without seeing the completed document with the school information. He also had concerns about transportation, cell phone, and volunteer hours.
- Ms. Robertson explained that the handbook template was presented because of the timeline of the board meeting, which shortened the time needed to complete the document, but with the approval of the template, a completed document could be emailed to the Board.
- Ms. Thompson was asked for a handbook completion date for Board review, and she explained that the handbook could be completed by July 1.
- The parent/student handbook was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Marc Dodd and seconded by Jim Miller to approve the 2019-20 parent/student handbook for FCCS contingent to a final version submission by July 1 with an amendment to the attendance policy-absences, to remove the word excused from "Students with excused absences will have 10 days to complete make up work" as discussed at the Four Corners Charter School, Inc. Board Meeting. Motion was approved unanimously. (4-0)(1-absent).

Approval of 2019-20 FCCS Parent Facilitator

- Kerrian Robertson presented the parent facilitator information for board consideration. She explained that Kimberly Linden was selected as parent facilitator for school year 2019-20 for FCCS.
- Ms. Castillo asked if this position was the same as parent liaison, and was told yes.
- The parent facilitator was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Jim Miller and seconded by Teresa Castillo to appoint Kimberly Linden as parent facilitator for the 2019-20 school year at FCCS as presented at the Four Corners Charter School, Inc. Board Meeting. Motion was approved unanimously. (3-0)(2-absent).

Approval of 2019-20 FCCS Academic Calendar

- Kerrian Robertson presented the 2019-20 FCCS academic calendar for board consideration.

- The Board asked if the calendar models the district's calendar, and was told yes.
- The academic calendar was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Jim Miller and seconded by Teresa Castillo to approve the 2019-20 academic calendar for FCCS as presented at the Four Corners Charter School, Inc. Board Meeting. Motion was approved unanimously. (3-0)(2-absent).

Approval of 2019-20 FCCS Board Meeting Calendar

- Kerrian Robertson presented the 2019-20 FCCS board meeting calendar for board consideration.
- The Board discussed the calendar presented for approval, and said they would substitute the May meeting for June which would give CSUSA time to bring forward all necessary completed documents for approval. The Board also discussed the meeting start time to accommodate of Mr. Dodd's attendance, and as such, the meeting start time would be left to Mr. Dodd's determination. Ms. Robertson will verify with Mr. Dodd a 1 p.m. meeting start time.
- The board meeting calendar was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Teresa Castillo and seconded by Jim Miller to approve the 2019-20 FCCS board meeting calendar as presented at the Four Corners Charter School, Inc. Board Meeting. Motion was approved unanimously. (3-0)(2-absent).

IV. CSUSA REPORTS

FCCS Enrollment Update

- Principal Thompson shared the current enrollment count for FCCS. She explained the enrollment target, and the efforts to fill all seats.
- The FCCS enrollment report was part of the agenda was made a part of these minutes.

V. FINANCIALS

CSUSA – FCCS FY2018-19 Budget Amendment 1

- Lianne Morton presented the FY2018-19 budget amendment 1 for FCCS.
- Mr. Dodd asked about the expiration of the management agreement between FCCS and CSUSA because of the scarcity of school funding, and said at the end of the contract the board should consider a renegotiation of the management fee. Ms. Robertson explained that the management agreement expires June 30, 2020 that was last renewed on July 1, 2015.
- The CSUSA, FCCS FY2018-19 budget amendment 1 was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Jim Miller and seconded by Teresa Castillo to approve the FY2018-19 budget amendment 1 for FCCS as presented at the Four Corners Charter School, Inc. Board Meeting. Motion was approved unanimously. (4-0)(1-absent).

CSUSA – FCCS Quarter 3 Financial Report

- Lianne Morton presented the third quarter financial report for FCCS.
- The CSUSA, FCCS quarter 3 financial report was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Jim Miller and seconded by Marc Dodd to approve the third quarter financial report for FCCS as presented at the Four Corners Charter School, Inc. Board Meeting. Motion was approved unanimously. (4-0)(1-absent).

CSUSA – FCCS FY2018-19 Budget Amendment 2

- Lianne Morton presented the FY2018-19 budget amendment 2 for FCCS.
- The CSUSA, FCCS FY2018-19 budget amendment 2 was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Jim Miller and seconded by Marc Dodd to approve the FY2018-19 budget amendment 2 for FCCS as presented at the Four Corners Charter School, Inc. Board Meeting. Motion was approved unanimously. (4-0)(1-absent).

CSUSA – FCCS FY2019-20 Proposed Budget

- Lianne Morton presented the FY2019-20 proposed budget for FCCS.
- Mr. Dodd asked whether an increase was built into the salary amount for instructional staff, and Ms. Morton explained that a 2% merit increase was included.
- The CSUSA, FCCS FY2019-20 proposed budget was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Jim Miller and seconded by Teresa Castillo to approve the FY2019-20 proposed budget for FCCS as presented at the Four Corners Charter School, Inc. Board Meeting. Motion was approved unanimously. (4-0)(1-absent).

Osceola School District – FCCS Inc. FY2018-19 Budget Amendment 1

- Angela Barner presented the FY2018-19 budget amendment 1 for FCCS, Inc.
- The Osceola, FY2018-19 budget amendment 1 for FCCS, Inc. was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Jim Miller and seconded by Teresa Castillo to approve the FY2018-19 budget amendment 1 for FCCS Inc. as presented at the Four Corners Charter School, Inc. Board Meeting. Motion was approved unanimously. (3-0)(2-absent).

Osceola School District – FCCS Inc. Quarter 3 Financial Report

- Angela Barner presented the third quarter financial report for FCCS, Inc.
- The Osceola, quarter 3 financial report for FCCS, Inc. was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Teresa Castillo and seconded by Jim Miller to approve the third quarter financial report for FCCS Inc. as presented at the Four Corners Charter School, Inc. Board Meeting. Motion was approved unanimously. (3-0)(2-absent).

Osceola School District – FCCS Inc. FY2018-19 Budget Amendment 2

- Angela Barner presented the FY2018-19 budget amendment 2 for FCCS, Inc.
- The Osceola, FY2018-19 budget amendment 2 for FCCS, Inc. was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Jim Miller and seconded by Teresa Castillo to approve the FY2018-19 budget amendment 2 for FCCS Inc. as presented at the Four Corners Charter School, Inc. Board Meeting. Motion was approved unanimously. (3-0)(2-absent).

Osceola School District – FCCS Inc. FY2019-20 Proposed Budget

- Angela Barner presented the FY2019-20 proposed budget for FCCS, Inc.
- The Osceola, FY2019-20 proposed budget for FCCS, Inc. was part of the agenda and was made a part of these minutes.

MOTION: Motion was made by Teresa Castillo and seconded by Jim Miller to approve the FY2019-20 proposed budget for FCCS Inc. as presented at the Four Corners Charter School, Inc. Board Meeting. Motion was approved unanimously. (3-0)(2-absent).

Audit Planning

- Angela Barner presented the audit engagement letters for FCCS and FCCS, Inc. for board consideration. She explained that three other companies had submitted bids, but that Moss, Krusick, and Associates came in the lowest.
- The audit planning was part of the agenda and was made a part of these minutes.


MOTION: Motion was made by Jim Miller and seconded by Teresa Castillo to approve Moss, Krusick, and Associates as auditor of choice for FCCS and FCCS, Inc. for the 2018-19 school year as presented at the Four Corners Charter School, Inc. Board Meeting. Motion was approved unanimously. (3-0)(2-absent).

VI. PUBLIC COMMENTS

- There was no public comments.

VII. ADJOURNMENT

Director Weisheyer adjourned the Four Corners Charter School, Inc. Board Meeting at 3:18 p.m. May 7, 2019.



Clarence Thacker, Chairman
Tim Weisheyer
Date: 8/20/19

