



**EASTERSEALS CHARTER SCHOOL
BOARD OF DIRECTORS MEETING
MINUTES**

12:00 PM

November 9, 2017

Easterseals C.R. 98A,B,C

Board Member(s) Present: Nancee Bailey, Jim Barocas, Melissa DeVriese, Myron Fottler, Pete Gamble, Robert Hennessy, Kelly Parsons Kwiatek, Len Marinaccio, Chris Mellon, Nancy-Ellen Otte, Paul Schandel, Steve Sevigny.

Honorary Board Member(s) Present: Jeff Blass, Lonnie Brown, Gene LaNier

Staff Members Present: Noelle Bee, Melissa Chesley, Stephanie Ellis, Bev Johnson, Dorothy Lefford, Tracey McLaughlin, Susan Moor

The meeting of the Easterseals Charter School Board of Directors was called to order at 12:00 pm by Kelly Parsons Kwiatek, Chair of the Board.

Ms. Kwiatek welcomed everyone and reminded them that the meeting was open to the public and would not be recorded.

CONSENT AGENDA

Ms. Kwiatek referred to the minutes of the June 29, 2017 and September 29, 2017 Easterseals Charter School Board meetings and asked for any corrections or additions. With no such request, Ms. Kwiatek asked for a motion to approve the minutes of the June 29, 2017 and September 29, 2017 meetings.

MOTION: *A motion was made by Jim Barocas to approve the minutes of the June 29, 2017 and September 29, 2017 Easter Seals Charter School Board of Directors meetings. This motion was seconded by Nancy-Ellen Otte and unanimously passed by the Easterseals Charter School Board of Directors.*

TREASURER'S REPORT

Ms. Kwiatek called on Melissa DeVriese, Treasurer, to provide the Treasurer's report. Ms. DeVriese reported that the Charter School working capital position at August 31, 2017 was approximately \$282,000 including cash on hand of \$142,000. Our net working capital represents funding coverage for approximately 3.8 months of annualized operating expenses.

Net assets for the Charter School at August 31, 2017 totaled approximately \$319,000 designated for Charter School operations and capital expenditures.

Net operating result for the month of August 2017 reflects a net gain of \$2,155 which was favorable to budget by \$8,079. This variance was primarily driven by lower expenses in the amount of \$11,298.

Our Charter School program is primarily funded by the State of Florida Education Finance Program based on full-time equivalent student counts taken in October 2017 and February

2018. Based on preliminary results of the October FTE student counts we expect revenue to exceed budget for the first six months

MOTION: *A motion was made by Jim Barocas to accept Treasurer's Report. This motion was seconded by Paul Schandel and unanimously passed by the Easterseals Charter School Board of Directors.*

AUDIT COMMITTEE REPORT

Ms. Kwiatek called on Robert Hennessey, Audit Committee Chair, to provide the Audit Committee Report. Mr. Hennessey reported that the Audit Committee and CFO completed its review of the Easterseals Charter School Form 990 for the year ended June 30, 2017 and recommends that the Board of Directors approve and authorize staff to file the Easterseals Charter School Form 990 return with the IRS, and to submit a copy of the return to Easterseals National.

MOTION: *A motion was made by Nancee Bailey to approve the Easterseals Charter School Form 990 for the year ended June 30, 2017. This motion was seconded by Melissa DeVriese and unanimously passed by the Easterseals Charter School Board of Directors.*

PRINCIPAL'S REPORT

Ms. Kwiatek called on Dr. Noelle Bee to give the Principal's Report. Dr. Bee reported that the Daytona location has two partial classrooms, with four sessions, and four blended classrooms. There are 29 students enrolled in partial day and 32 students in the blended program. In Deland, there are two full day classrooms with 13 students enrolled; one partial day classroom, two sessions, with 12 students enrolled, and one blended classroom with four students enrolled. During the October FTE Count we submitted 74 ESE students eligible for funding.

First quarter progress reports were sent home on October 27, 2017. At this point most of our students are making adequate progress towards meeting their IEP goals and we've created plans for those students who are below level. The Fall Festival was held on October 25, 2017 with a nice turnout. The Harvest Luncheon is scheduled for November 16th.

Bev Johnson and Noelle Bee attended the Florida Charter School Conference on November 1-3 where they learned valuable information on charter school governance and operations.

PUBLIC COMMENT

Ms. Kwiatek asked Tracey McLaughlin, Executive Assistant, if anyone from the public had requested to speak. Ms. McLaughlin reported that no requests had been received. Ms. Kwiatek asked if anyone present would like to speak. No comments were received.

Ms. Kwiatek adjourned the Easterseals Charter School Board of Directors meeting at 12:18 PM.

Respectfully submitted,

Constance Yuschok

Constance Yuschok, Secretary
Easterseals Charter School Board of Directors