



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

**November 8, 2018**

**12:00 p.m.**

**Easterseals Conference Room A**

**Board Member(s) Present:** Matt Birnie, Lonnie Brown, Sheryl Cook, Melissa Burt DeVriese, Ed Dimayuga, Chris Mellon, Nancy-Ellen Otte, Kelly Parsons Kwiatek, Paul Schandel, Don Sciotto, Steve Sevigny, Constance Yuschok

**Honorary Board Member(s) Present:** Jim Barocas, Pete Gamble, Gene LaNier

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

**The meeting of the Easter Seals 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 consent agenda and asked if anyone would like an agenda item pulled and discussed. With no request, Ms. Kwiatek asked for a motion to approve the consent agenda which included the minutes from the June 21, 2018 Charter School Board of Directors meeting.

**MOTION:** *A motion was made by Constance Yuschok to approve the consent agenda which included the minutes of the June 21, 2018 Charter School Board of Directors meeting. The motion was seconded by Nancy-Ellen Otte and unanimously passed by the Board of Directors.*

**TREASURER'S REPORT**

Ms. Kwiatek called on Lauren Burkhalter to provide the Treasurer's Report. Ms. Burkhalter reported that the Charter School working capital position at September 30, 2018 was approximately \$406,000 including cash on hand of \$142,000. The net working capital represents funding coverage for approximately 4 months of annualized operating expenses.

Net assets for the Charter School at September 30, 2018 totaled approximately \$428,000 designated for Charter School operations and capital expenditures.

Net operating results Year to Date as of September 30, 2018 reflects a net gain of approximately \$42,000 which was favorable to budget by \$20,000.

The Preliminary results of the October FTE Count show that enrollment is less than budgeted in by 13 students. We are awaiting the final FTE results from the county

**MOTION:** *A motion was made by Chris Mellon to approve the Treasurer's Report. The motion was seconded by Nancy-Ellen Otte and unanimously passed by the Board of Directors.*

Ms. Kwiatek called on Melissa Chesley, to introduce auditor John Olivari of Olivari and Associates. Mr. Olivari provided a PowerPoint presentation for the Board of Directors of the audit highlights. Mr. Olivari provided each board member a copy of the governance letter which indicated that there were no audit findings, no difficulties encountered in performing the audit, no adjusting entries, no disagreements with management, no consultations by management with other independent can accountants, nor other audit findings or issues.

### **PRINCIPAL'S REPORT**

Ms. Kwiatek called on Dr. Noelle Bee to give the Principal's Report. Dr. Bee reported that there are 71 children enrolled in the Easterseals Charter School Program; 37 in partial day, 20 in blended, and 14 in full day.

During the October FTE Count we submitted 68 ESE students eligible for funding and have enrolled 12 children since date certain of the FTE count (October 12, 2018).

First quarter progress reports were sent home on October 26, 2018. At this point most of our students are making adequate progress towards meeting their IEP goals and we've created plans for those students are who are below level.

Volusia County Schools Safety and Security Audit has been scheduled for the Deland campus for December 17th at 10:00 a.m.

Both schools participated in Read for the Record on October 25, 2018. This annual campaign was launched over a decade ago to highlight the importance of building early literacy and language skills for EVERY child, so that all children have the opportunity to enter kindergarten prepared to succeed.

Deland and Daytona Charter/Child Development Center were approved to participate in the Performance Funding Project. The project gives eligible, selected providers and their instructors an opportunity to earn additional compensation for improving school readiness program outcomes.

We had our Fall Festival on October 25, 2018 with a nice turn out. Our Harvest Luncheon is scheduled for November 16, 2018

### **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 12:23 PM.

Respectfully submitted,

*Constance Yuschok*

Constance Yuschok, Secretary  
Easterseals Charter School Board of Directors