



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

March 14, 2019

12:00 p.m.

Easterseals Conference Room A

Board Member(s) Present: Matt Birnie, Lonnie Brown, Lauren Burkhalter, Melissa Burt DeVriese, Ed Dimayuga, Nancy-Ellen Otte, Kelly Parsons Kwiatek, Paul Schandel, Don Scotto, Steve Sevigny, Darlynn Tacinelli

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

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

The meeting of the Easter Seals Charter School Board of Directors was called to order at 12:04 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.

GOOD NEWS STORY

Ms. Kwiatek called on Susan Moor for the Good News Story. Ms. Moor introduced Jaslyn Clemmons who discussed the 100 Leaders 100 Readers program. She described the positive impact it has had on both the children and the readers through their interactions.

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 November 8, 2018 Charter School Board of Directors meeting.

MOTION: *A motion was made by Lonnie Brown to approve the consent agenda which included the minutes of the November 8, 2018 Charter School Board of Directors meeting. The motion was seconded by Paul Schandel and unanimously passed by the Board of Directors.*

TREASURER'S REPORT

Ms. Kwiatek called on Melissa Burt DeVriese to provide the Treasurer's Report. Ms. DeVriese reported that the Charter School is primarily funded by the State of Florida Education Finance Program based on full-time equivalent student counts taken in October 2018 and February 2019.

The Charter School working capital position at January 31, 2019 was approximately \$289,000 including cash on hand of \$127,000. The net working capital represents funding coverage for approximately 3 months of annualized operating expenses.

Net assets for the Charter School at January 31, 2019 totaled approximately \$306,000 designated for Charter School operations and capital expenditures.

Net operating results Year to Date as of January 31, 2019 reflects a net loss of approximately \$79,000 which was unfavorable to budget by \$36,000.

The Preliminary results of the February FTE Count show that enrollment is less than budgeted by 22 FTE. We are awaiting the final FTE results from the county

MOTION: *A motion was made by Paul Schandel to approve the Treasurer's Report. The motion was seconded by Ed Dimayuga and unanimously passed by the Board of Directors.*

Ms. Kwiatek called on Melissa Chesley to present the Easterseals IRS Form 990, which was included in the meeting packet. Ms. Chesley asked if there were any questions regarding the 990 and there were none.

MOTION: *A motion was made by Paul Schandel to approve the Easterseals Form 990 for the year ending June 30, 2018. The motion was seconded by Melissa Burt DeVriese and unanimously passed by the Board of Directors.*

PRINCIPAL'S REPORT

Ms. Kwiatek called on Dr. Noelle Bee to give the Principal's Report. Dr. Bee reported that there are 95 children enrolled in the Easterseals Charter School Program; 49 in partial day, 26 in blended, and 20 in full day. Strategies to increase revenue include continued partnership with VCS, increased marketing for summer and fall VPK (CDC)

Our school has been selected as one of the 20 schools in Volusia County selected for an audit (two charter schools). This audit is conducted every three years by the Florida Auditor General's office and includes student records, transportation, and teacher certification.

The Daytona campus received a safety walk through visit on February 6th (modified audit) and met 10/10 compliance standards reviewed. The DeLand campus' safety and security audit on December 17th and met 63/63 of the VCS district criteria.

We are looking to extend our lease with Trinity United Methodist through the end of the school year and should know an answer by March 25th.

We have been invited to sit on the Atlantic High School's Teaching Education and Learning (TEAL) Advisory Committee. Dr. Bee was selected and will attend the meetings as scheduled.

First quarter progress reports were sent home the week of March 25th. VCS has transitioned to a new report card that shows children's progress through developmental domains. We are manually tracking the percentage of children who meet their goals as we are required to share it per our contract.

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 12:17 PM.

Respectfully submitted,

Constance Yuschok

Constance Yuschok, Secretary
Easterseals Charter School Board of Directors