

Board of Directors Minutes

Everglades Preparatory Academy, Inc.

November 14, 2018

The Everglades Preparatory Academy Board of Directors met at 11:00am on November 14, 2018 in the Conference Room, at 360 E. Main Street, Building "C", Pahokee, Florida.

Members in attendance were:

Board Members

Emilia Fanjul (Present)
Robin Azqueta (Present)
Vivian P. White (Present)
Angela Pope (Present)
Leigh Woodham (Absent)
Christopher Mc Dermott (Present)
Joseph Galardi (Present)

Staff

Linda Johnson Earsley (Present)
Jennial Davis (Present)
Dr. Randy Burden (Present)

Also in attendance

Ralph Arza (Present)

Presentations: Chairman

- Approval of Minutes- Christopher McDermott made the motion and Angela Pope seconded the motion to approve the October 10, 2018 minutes. The motion passed unanimously.
- Off Duty Officer Contract – Mrs. Fanjul gave an update relating to the Off Duty Officer contract which will expire in December. Today PBSO contacted Mrs. Fanjul regarding EPA's contract status. Mrs. Fanjul will give an update at the December meeting.
- Mrs. Fanjul will consult with the Foundation regarding donating funds for an additional highly qualified 8th - 9th grade reading teacher.
- The Board discussed Everglades Preparatory Academy contract amendment letter Mrs. Earsley sent to James "Jim" Pegg and Joe DePasquale, Charter Schools Directors. This letter was sent on behalf of EPA Board of Directors, requesting the District to amend EPA's contract to include overage for grade students. The Board gave Mrs. Earsley, EPA Principal and Ralph Arza directives to move forward.

Principal's Report:

- Reading Plus – Mr. Colavecchio reviewed and discussed with the Board the Reading Plus Program. Mr. Colavecchio will give an update on the progress of students regarding their progression and regression path action plan.
- APEX – Mrs. Earsley discussed APEX Classic Course curriculum which is changing to the New Generation curriculum on December 14, 2018. This means that all students enrolled in a Classic Course need to complete the course by December 14. Professional Development for teachers will be scheduled in January to cultivate content knowledge and build understanding of effective instructions when using the new Generation Curriculum.

- Student and Leadership Dashboard – EPA student enrollment is 102. The daily attendance average has been 75 to 80 percent.
- Graduates Update – the Board reviewed and discussed EPA's 2018 Graduates Dashboard.
- Field Trips: Career/Vocational Outreach – the Board reviewed and discussed the FY 18/19 field trip schedule.
- Career Source: Young Adult Program – On November 6, Mrs. Earsley met with Charles Duval, Director, West Career Center regarding the Young Adult Program. Mr. Duval stated that he will review with Florida Crystals the Internship agreement to determine the appropriate paperwork to complete. Mrs. Earsley stated that two (2) past graduates will be a good fit for the program.
- Professional Development:
 - Code Red – Seven (7) EPA staff members participated in the Code Red training facilitated by PBSO on November 6, 2018.
 - SIS – Mrs. Earsley requested approval for administrators and teachers to receive access to SIS, (Student Information System), which is a tool that provides access to student information including, but not limited to schedule, grades, discipline and attendance.

Assistant Principal Report:

- Scholarships – Dr. Burden stated that he has begun the process of assisting students applying for scholarships.
- Title I – Dr. Burden and Tim Mason, Title 1 Grant Specialist, reviewed EPA current Title 1 budget and amended the budget to align with the school's Comprehensive Needs Assessment (CNA). As a result of the changes, administrators will no longer be reimbursed for parent liaison services.
- School Based Team (SBT)- Everglades Preparatory Academy SBT will meet bi-weekly to review and discuss students' academic /behavioral issues.
- Student Incentive Program: "BAG Bucks" – Dr. Burden updated the Board on the progress of the "BAG Bucks" program, which has increased positive behavior.

Legislative Updates:

- Ralph Arza recommended that Dr. Burden visit other charter schools to get a sense of their school environment, strength and challenges. Ralph reviewed and discussed with the Board the impact and possible legal actions against the District for excluding charter schools from the new 1.00 mills of ad valorem millage tax.

Old Business:

- Testing – the Board reviewed and discussed the testing data provided by Mrs. Earsley for subject areas.
- 8.5 Program – the Board reviewed and discussed the 8.5 Program which is designed for over-age middle school students who failed to meet requirements for high school.
- Marketing Update – Mrs. Earsley updated the Board on EPA Marketing Strategies which consist of redesigning the school website, communicate a

clear message, create a brand and social media outreach. Also, Mrs. Earsley informed the Board that she had received an estimate to design and develop a new website.

New Business

- Health Benefits – Mrs. Earsley stated that the Healthcare Plan was offered to employees. The Board discussed and reviewed three (3) Healthcare Plan options. Mrs. Fanjul stated that Glades Academy Foundation will donate the funds to cover eligible employee’s Healthcare plan. The Board accepted the offer.
- Board Contact Form – Board members completed and returned forms.
- Educational Facilities Security Grant - the Board reviewed and discussed the Educational Facilities Security Grant. Mrs. Earsley informed the Board that the maximum funding of \$3,710 would be used to reimburse EPA for its intercom system which contributed to the safety and security of the school.
- Tutoring – Mrs. Earsley reported that (28) students have committed to the afterschool tutoring program. Teachers will begin tutoring every Tuesday and Thursday from 4:00 p.m. to 5:00 p.m.
- Budget Amendment– Defer to next meeting.
- School Recognition Funds – The Board congratulated EPA for receiving the Florida School Recognition Award. This award is given for outstanding facilities and staff in highly productive schools.

Financial:

- Monthly Financials - The Board reviewed and discussed the Balance Sheet and YTD Budget vs. the Actual financial statement, both summary and detail.

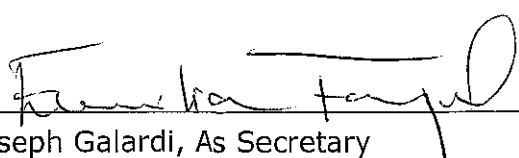
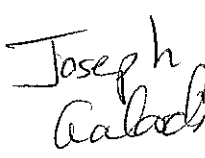
Action Items:

- Health Benefits-Joe Galardi made the motion to approve the 2018 Employee Healthcare Plan Options#1: Renewal plan AVNF (HMO) \$465.24. Glades Academy Foundation will donate the funds to pay 100% of the Employee Option #1: Renewal plan AVNF (HMO) or pay towards the other plan premiums and employees will pay the difference. Vivian White seconded the motion. The motion passed unanimously.

Motion to Adjourn:

The meeting adjourned at 2:08pm.

- ♦ unanimously approved
- ♦ approved by _____

 for 
Joseph Galardi, As Secretary

Dec. 5th, 2018
Date

Board of Directors Minutes

Everglades Preparatory Academy, Inc.

October 10, 2018

The Everglades Preparatory Academy Board of Directors met at 11:00am on October 10, 2018 in the Conference Room, at 360 E. Main Street, Building "C", Pahokee, Florida.

Members in attendance were:

Board Members

Emilia Fanjul (Present)
Robin Azqueta (Present)
Vivian P. White (Via Phone)
Angela Pope (Absent)
Leigh Woodham (Absent)
Christopher Mc Dermott (Present)
Joseph Galardi (Absent)

Staff

Linda Johnson Earsley (Present)
Jennial Davis (Present)
Dr. Randy Burden (Present)

Also in attendance

Ralph Arza (Present)

Presentations: Chairman

- Mrs. Fanjul, Board Chairman, called the meeting to order at 11:10 am as a quorum was present. The date for the next scheduled Board Meeting is November 14, 2018 at 11:00am.
- Approval of Minutes- Christopher McDermott made the motion and Vivian White seconded the motion to approve the September 5, 2018 minutes. The motion passed unanimously.
- Off Duty Officer Contract –Mrs. Fanjul spoke with PBSO, requesting an extension of the current Off Duty Officer contract until June 2019. An update will be given at the November meeting.
- Mrs. Fanjul introduced Dr. Randy Burden, EPA's Assistant Principal, to the Board. The Board welcomed Dr. Burden and Mrs. Earsley is elated to have him on board. Dr. Burden expressed gratitude to the Board and is expecting a successful school year at EPA.

Principal's Report:

- FTE-Mrs. Earsley discussed FTE week (10/8/18-10/12/18). The present enrollment is 94 students with a projected enrollment total of 100 to 104. The Board discussion and suggested EPA improve its marketing strategies and update web site to assist with the recruitment efforts.
- Student and Leadership Dashboard – Mrs. Earsley reported 28 students have enrolled to take the SAT.
- Field Trips: Career/Vocational Outreach – the Board reviewed and discussed the FY 18/19 field trip schedule.
- Career Pathway – Presently, there are seven (7) EPA students enrolled at West Tech Construction Academy. We have other interested students but the

deadline for enrollment ended at the end of the first nine weeks. The remaining (3) students will begin in January.

- Professional Development – (9) EPA staff member received professional development training from APEX on October 3.
- APEX and Reading Plus – the Board reviewed and discussed the current programs and school online curriculum needs.
- PA (Intercom) System – Mrs. Earsley informed the Board that the PA system is expected to be installed by Friday, October 19, 2018.
- Weekly Attendance – the Board reviewed and discussed the attendance for September and October 2018.

Legislative Updates:

- Ralph Arza gave legislative update regarding the Tax Referendum on the upcoming November ballot which excludes Charter Schools from funding provided by the referendum. The Board discussed the referendum also as it relates to police security.

Old Business:

- Safety Plan – The Board reviewed and discussed the EPA Safety Plan.
- 8th Grade Program – The Board reviewed and discussed the 8.5 Program which is designed for over-age middle school students who failed to meet requirements for high school.

New Business

- Assistant Principal – Dr. Burden introduced the implementation of the Student Incentive Program "Bag Bucks" which is based on Behavior, Attendance and Grades.
- Audit – The Board reviewed and discussed the FY 18/19 audit.
- The Board reviewed and discussed the Balance Sheet and YTD Budget vs. the Actual financial statement, both summary and detail.
- Charter Amendment – The Board reviewed and discussed the Charter Amendment. Mrs. Earsley was approved to submit a letter to the District asking to amend the EPA Charter to include 8th - 12th graders by December 5, 2018 school board meeting
- Charter Review – Mrs. Earsley reported that she does not have the date of the team's visit at this time, preparation is ongoing.
- Fire Drill Schedule- the Board reviewed and discussed EPA's FY19 Fire Drill schedule.

Financial:

- Budget- the Board reviewed and discussed the FY 18/19 Budget. The Board reviewed and discussed the Balance Sheet and YTD Budget vs. the Actual financial statement, both summary and detail.

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- Charter Review – Mrs. Earsley reported that she does not have the date of the team's visit at this time, preparation is ongoing.
- Fire Drill Schedule- the Board reviewed and discussed EPA's FY19 Fire Drill schedule.

Financial:

- Budget- the Board reviewed and discussed the FY 18/19 Budget. The Board reviewed and discussed the Balance Sheet and YTD Budget vs. the Actual financial statement, both summary and detail.

Action Items:

- Audit – Robin Azqueta made the motion to approve the FY18 Audit. Vivian White seconded the motion. The motion passed unanimously.
- Fire Drill Schedule – the Board discussed and reviewed the Emergency/Crisis Drill Schedule FY19. Vivian White made the motion to adopt the schedule. Christopher McDermott seconded the motion. The motion was passed and adopted unanimously.

Motion to Adjourn:

The meeting adjourned at 1:40pm.

- ◆ unanimously approved
- ◆ approved by _____



Joseph Galardi, As Secretary

11/14/18

Date

Board of Directors Minutes

Everglades Preparatory Academy, Inc.

September 5, 2018

The Everglades Preparatory Academy Board of Directors met at 11:00am on September 5, 2018 in the Conference Room, at 360 E. Main Street, Building "C", Pahokee, Florida.

Members in attendance were:

Board Members

Emilia Fanjul (Present)
Robin Azqueta (Present)
Vivian P. White (Present)
Angela Pope (Absent)
Leigh Woodham (Absent)
Christopher Mc Dermott (Present)
Joseph Galardi (Present)

Staff

Linda Johnson Earsley (Present)
Jennial Davis (Present)

Also in attendance

Ralph Arza (Present)
Robby Khale (Present)
Dr. Charlene Ford (Present)
Maurice Humphrey (Present)

Presentations: Chairman

- Mrs. Fanjul, Board Chairman, called the meeting to order at 11:05 am as a quorum was present. The date for the next scheduled Board Meeting is October 10, 2018 at 11:00am.
- Approval of Minutes- Vivian White made the motion and Joseph Galardi seconded the motion to approve the June 6, 2018 minutes. The motion passed unanimously.
- West Tech Construction Academy -Dr. Charlene Ford gave an overview of the Construction Academy at WTEC and mentioned the opportunities for students to earn OSHA and NCCER Industry Certifications.
- Anne Dorsey resignation- Mrs. Fanjul stated that Mrs. Dorsey resigned on August 10. The resignation was accepted. Mrs. Johnson- Earsley was appointed to serve as interim principal until the meeting on September 5. Mrs. Fanjul stated that Mrs. Dorsey built a positive culture of high expectations that supported the development of academic excellence. Job well done. Also, Mrs. Johnson-Earsley applauded Mrs. Dorsey for implementing the Block schedule, installation of schoolwide Intercom system, mobile testing, and overseeing the development and planning of the Safe Schools and Mental Health Plan. The Board commended Mrs. Dorsey for her exemplary service.
- Off Duty Officer contract-Mrs. Fanjul stated that the off duty officer contract will be extended until December in order for EPA to be in compliance with the Law.

Principal's Report:

- APEX- Mrs. Earsley stated that EPA will continue with the APEX and Reading plus programs for the upcoming school year.
- Enrollment - 92 students are enrolled.
- Teachers and Staff update-Mrs. Earsley stated that all positions were filled with the exception of the Assistant Principal. Three candidates are scheduled to be interviewed for the position.
- PA (Intercom System) System- the PA (Intercom System) is scheduled to be installed within 30-days.
- Block Scheduling- Mrs. Johnson- Earsley stated that teachers have fewer classes during the day, thereby giving them the ability to spend more time with each student and provide more varied instruction during class.
- Student Recruitment – Student recruitment will continue with the minimum one hundred (100) student enrollment goal as the targeted number.

Legislative Updates:

- Ralph Arza gave a legislative update regarding the Tax Referendum and Safe School funding. The Board discussed the challenges of excluding Charter Schools from the monies provided by the referendum.

Old Business:

- Budget- the Board reviewed and discussed the FY17/18 Budget.
- Summer Camp- this summer 60 students attended the Anquan Boldin Foundation and Florida Crystals Summer Camp and 14 students attended EPA's 1st Game Changer: Reading and Math Camp. Overall students received 87credits. This year's summer camp was a great success.
- 8.5 Program- the 8.5 program is for over –age middle schoolers who failed to meet pupil progression to high school. Mrs. Johnson-Earsley stated that students who enroll in the program can satisfy their 8th grade requirements and generate high school credits.
- EPA Master schedule- the Board reviewed and discussed the Master Schedule.
- EPA Bell Schedule - the Board reviewed and discussed the Bell Schedule.
- Testing- Mrs. Johnson-Earsley presented the testing comparison data for the ACT, SAT, PERT, (FSA) ELA Reading Retake and the (FSA) Algebra I EOC test results from FY16/17 and FY17/18. The Board reviewed and discussed the results.
- Mental Health Plan- the Board reviewed and discussed EPA's Mental Health Assistance Allocation Plan which addressed the specific needs of students such as behavioral and crisis intervention .
- Florida Safe School Assessment -the Board reviewed and discussed the EPA's Florida Safe School Assessment Report.
- Graduation -the Board discussed and reviewed the graduation data. Mrs. Earsley stated that four additional students met their graduation requirement by passing the ACT Reading test.

- Facebook-the Board decided not to approve an EPA Facebook page at this time. Mrs. Earsley agreed that maintaining a Facebook page takes time, resources and energy.

New Business

- Interim Principal-the Board discussed advancing Mrs. Johnson-Earsley from the assistant principal's position to the interim principal position.
- Commendable Rating- Everglades Preparatory Academy hardworking students and dedicated staff celebrated receiving a "commendable" school improvement rating – the highest rating achievable from the Florida Department of Education.
- Transportation- Mrs. Johnson-Earsley stated that EPA is now providing transportation for students who live in Pahokee. Although, the mission is to pick-up students from the tri-cities, we will begin to pick-up all students soon.
- West Tech Construction Academy-10 students will be attending West Tech Construction Academy. Mrs. Fanjul stated that the Foundation will pay for the shortfall to EPA's FTE for the Academy. The Board agreed to accept the donation.
- Fieldtrip-On September 12, 2018, EPA Science class will be attending a fieldtrip to the South Florida Science Center and Aquarium Center in West Palm Beach, FL.
- Bank Signature Card-the Board discussed updating the Bank Signature card.
- PNC Bank Credit Card- the Board gave Mrs. Johnson-Earsley the approval to add her name and remove Mrs. Stephens name from EPA's PNC bank card since she has retired.

Financial:

- Budget- the Board reviewed and discussed the FY17/18 Budget.
- The Board reviewed and discussed the Balance Sheet and YTD Budget vs. the Actual financial statement, both summary and detail.

Action Items:

- Budget- Joseph Galardi made the motion to approve the FY17/18 Budget. Vivian White seconded the motion. The motion passed unanimously.
- 8.5 programs- Vivian White made the motion to approve and authorize that Mrs. Johnson-Earsley request for the District to amend EPA's contract to include 8th-12th graders. Joseph Galardi seconded the motion. The motion passed unanimously.
- Interim Principal- Joseph Galardi made the motion to approve Mrs. Johnson-Earsley becoming the Interim principal. Robin Azqueta seconded the motion. The motion passed unanimously.
- Bank Signature Card- Joseph Galardi made the motion to approve updating the Bank Signature card. Robin Azqueta seconded the motion. The motion passed unanimously.

- PNC Bank Credit Card- Christopher McDermott made the motion to give Mrs. Johnson-Earsley the approval to add her name and remove Mrs. Stephens name from EPA's PNC bank card since she has retired. Robin Azqueta seconded the motion. The motion passed unanimously.

Motion to Adjourn:

The meeting adjourned at 2:10pm.

- ◆ unanimously approved
- ◆ approved by _____

Joseph Galardi Acting for

Joseph Galardi, As Secretary

Oct. 10 2008
Date ✓

Joseph Galardi