

VIERA CHARTER SCHOOLS, INC.

Board Meeting

5:00 p.m., Wednesday, January 23, 2019

Viera Charter School

6206 Breslay Drive

Viera, FL 32940

Location: Viera Charter School Multi-Purpose Room (Lunchroom)

The Mission of Viera Charter School:

To provide students with a challenging program which emphasizes scientific inquiry, critical thinking, understanding of mathematical concepts and effective communication using innovative, reform-based instructional methods in a simulating and nurturing environment that fosters maximum student achievement

A. Opening Exercises

1. Call to Order
2. Pledge of Allegiance
3. Adoption of the Agenda
4. Approval of meeting minutes (September 26, 2018)

B. Public Comment

(Members of the public that wish to address the Board must sign-in and will have 3 minutes to speak. The Board will not address the presenter or take action at this time but may give direction to staff following a presentation. The total time allotted for public comments shall not exceed fifteen (15) minutes.)

C. Principal's Report

1. School Activities
2. Enrollment Update
3. General Report

D. Athletics Report – Steve Muzzy

E. Information Items – CSA

1. Monthly Financials – September, October, November - 2018
2. Proposed Budget Revision, FY 19
3. Florida Department of Revenue Power of Attorney Form (Equifax-Unemployment Comp.)
4. Post Bond Closing Update - Investment Bill
5. Phase 3 Update; Owner's Representative Selection
6. Bank Account Consolidation (close Synovus account)
7. Other

F. Consent Agenda Items

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion. Unless specifically requested by a Board Member for further discussion or removed from the consent agenda, there will be no discussion on these items prior to the vote taken by the Board.

1. Approval of Purchase Orders and Agreements
2. Approval of Personnel – Certification Waivers – Exhibit A
3. Approve FY 19 Budget Amendment effective February 1, 2019
4. Authorize chair to take action to maximize return on debt service return
5. Ratify Power of Attorney (Equifz-Unemployment Comp.)
6. Ratify Owner's Representative Agreement with Element Construction Company
7. Approve closure of Synovus account and transfer of balance to BOA account
8. German Student Exchange
9. Other

G. Items Scheduled for Action & Discussion

1. Other

H. Board Member Reports

I. Adjournment

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A. Opening Exercises

- Call to Order - *The meeting was called to order at 5:00 PM. In attendance: Robert Jordan, Board Chairman/President, Robert Naberhaus (Founding Board Member), Vice-Chairman, Kim Africano, CPA – Treasurer, and Scott Steele, Founding Board Member*
- Pledge of Allegiance
- Adoption of the Agenda
- Approval of meeting minutes (September 26, 2018) - *The 9/26/18 meeting minutes were unanimously adopted under a motion by Robert Naberhaus, second by Kim Africano*

B. Public Comment (Members of the public that wish to address the Board must sign-in and will have 3 minutes to speak. The Board will not address the presenter or take action at this time but may give direction to staff following a presentation. The total time allotted for public comments shall not exceed fifteen (15) minutes. – *No members of the public signed up address the Board*)

C. Principal's Report - *Dr. Julie Cady, Principal provided the Board her Principals Report. The following items were addressed:*

- *Ms. Downie and her Kindergarten class performed a state capital presentation*
- *Ms. Aleso presented a proposed foreign exchange program with VCS and students from Germany*
- *Provided highlights of Celebration of School Choice Week*
- *Recognized the VCS Science Fair winners*
- *Recognized the accomplishments of 5 VCS Robotics Teams*
- *Informed the Board of the upcoming Open House*
- *Provided the Board an enrollment update – currently 1,052 student FTEs and 355 students on the waiting list*

D. Athletics Report – *Steve Muzzy, Board/School/Community liaison, provided the Board an update on:*

- *Athletics and Viera Charter School*
- *Fall Sports Recap*
- *Winter Sports Recap*
- *Panther Cup*
- *Recognition and gratitude*

E. Information Items – CSA

- Monthly Financials – September, October, November – 2018 – *Brian Strader, Charter School Associates, provided the Board an updated financial report. Overall, financials are trending favorably.*
- Proposed Budget Revision, FY 19 – *Michael Strader, Charter School Associates provided the Board updated information regarding the proposed amended budget for FY 19. These*

amendments are routine in nature. IT expenditures were a major contributor to the adjusted budget

- Florida Department of Revenue Power of Attorney Form (Equifax-Unemployment Comp.) –*Mr. Strader also provided an overview of the Florida Department of Revenue Power of Attorney Form that was signed and approved by the Board Chairman and VCS, Inc. President, Robert Jordan.*
- Post Bond Closing Update - Investment Bill – *Mr. Strader provided the Board information on the value of being a rated non-investment grade vs. being non-rated. The total \$46K fee to Moody's Rating Service is greatly offset by what would be a higher coupon rate if the school was non-rated*
- Phase 3 Update: Owner's Representative Selection – *Mr. Strader informed the Board of the agreement between Viera Charter School and Element Commercial Construction for Project Management/Owner's Representative services*
- Bank Account Consolidation (close Synovus account) – *Mr. Strader asked the Board to close the bank account with Synovus since that relationship is no longer necessary under the terminated lease agreement.*

F. Consent Agenda Items - *The following items unanimously approved under a motion by Robert Naberhaus second by Kim Africano*

- Approval of Purchase Orders and Agreements
- Approval of Personnel – Certification Waivers – Exhibit A
- Approve FY 19 Budget Amendment effective February 1, 2019
- Authorize chair to take action to maximize return on debt service return
- Ratify Power of Attorney (Equifax-Unemployment Comp.)
- Ratify Owner's Representative Agreement with Element Construction Company
- Approve closure of Synovus account and transfer of balance to BOA account
- German Student Exchange – authorize Principal to take additional steps to ensure program is in support of school mission and vision.

G. Board Member Reports

- *Scott Steele expressed support for CSA's recent changes in various insurance and management services*
- *Rob Naberhaus commented about the positive feedback he received from community members and parents at a recent event he attended*
- *Kim Africano expressed support and interest in VCS pursuing the foreign exchange program, noting the educational and cultural opportunities afforded to our students*
- *Robert Jordan commented on recent efforts to provide the highest level of cleanliness possible for a school environment and the importance of us maintaining a clean campus at all times*

H. Adjournment – *The meeting adjourned at 5:55 PM*



Approved by

3-13-2019

Date