VIERA CHARTER SCHOOLS, INC.

SPECIAL GOVERNING BOARD MEETING

9:30 a.m., Thursday, April 25, 2019
Viera Charter School
6206 Breslay Drive
Viera, FL 32940

Location: Communications Media Technology (CMT); 786-476-2749; Access Code – 0198920#
Note Regarding Special GOVERNING BOARD MEETING – Members of the public may
participate via dial-in capability provided at the school location at the address above.

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

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A. **Opening Exercises**
   1. Call to Order
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 buy may give direction to staff following a presentation. The total time allotted for public comments shall not exceed fifteen (15) minutes.
C. **Information Items**
   1. Audit Committee Recommendation
D. **Items for Board Action & Discussion**
   1. Authorize Board Chair to approve audit selection recommendation
E. **Board Member Reports**
F. **Adjournment**

VIERA CHARTER SCHOOLS, INC.
Special Board Meeting
9:30 a.m., Tuesday, April 25, 2019
Viera Charter School
6206 Breslay Drive
Viera, FL 32940

Via: Communications Media Technology (CMT); 786-476-2749,
and physical location at Viera Charter School

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 - *The meeting was called to order at 9:35 a.m. In attendance: Robert Jordan, Board Chairman/President, Robert Naberhaus (Founding Board Member), Vice-Chairman, and Scott Steele, Founding Board Member, Michael Strader, Steve Muzzy, and Michelle Norcross.*
2. *Approval, meeting minutes, April 9, 2019.*
   i. *R. Naberhaus motioned to approve meeting minutes as presented, 2ⁿᵈ by S. Steele – Unanimous approval.*
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. **Information Items**
   1. Mr. Jordan asked Mr. Strader to summarize the auditor selection procedure. Mr. Strader stated a request for proposal (RFP) was distributed to 7 CPA auditing firms with responses received from four of the seven firms. An auditor selection committee was authorized by the board to include Kimberly Africano and four other persons. Audit proposals were evaluated on 7 different criteria with each member of the committee providing a score for each criteria. The committee recommended the firm of Berman, Hopkins Wright & LaHam as the firm receiving the highest total points.
D. **Items for Board Action & Discussion**
   1. *Approval of Auditor Selection Committee's recommendation to the board.*
      i. *Motion to approve committee recommendation of Berman, Hopkins Wright & LaHam by R. Naberhaus, 2ⁿᵈ by S. Steele – Unanimous approval*
   2. *Authorization for board chair to execute engagement letter with Berman, Hopkins, Wright & LaHam for FY audit.*
      i. *Motion to authorize board chair to execute engagement letter by S. Steele, 2ⁿᵈ by R. Naberhaus – Unanimous approval.*

E. Board Member Reports
    1. Mr. Jordan provided a brief update on status of changes to LOI between VCS and TVC.

F. *Adjournment* – The meeting adjourned at 9:50 a.m.

Approved: _____

Date: ___05/23/20___