

VIERA CHARTER SCHOOLS, INC.

Board Meeting

5:00 p.m., Wednesday, December 11, 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 stimulating 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 (October 16, 2019)

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. Enrollment Update, 2019-2020
2. School Activities
3. Other

D. Athletics Report – Steve Muzzy

E. Information Items – CSA

1. Monthly Financials – July, August, September - 2019
2. Expansion Update
3. FY 19 Audit Presentation, Berman&Hopkins
4. FY 19 Form 990
5. Mental Health Update - eLuma
6. Technology Update, CSAT Agreement
7. Certification Waivers, Exhibit A
8. 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. Ratification of FY 19 Audit Report
3. Ratification of FY 19 Form 990
4. Approval of 2019-2020 Personnel – Certification Waivers – Exhibit A if any
5. Approval of Technology Agreement

G. Items Scheduled for Action & Discussion

1. Approval, CSAT Agreement

H. Board Member Reports

I. Adjournment

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A. Opening Exercises

1. 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).*
2. Pledge of Allegiance
3. Adoption of the Agenda - *Kim Africano made motion to approve, Robert Naberhaus seconded, all approved motion to adopt agenda.*
4. Approval of meeting minutes (Regular Board Meeting on September 11, 2019 and Special Board meeting on October 16, 2019) - *Kim Africano made motion to approve, Robert Naberhaus seconded, all approved motion to approve meeting minutes as presented.*

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 to address the Board*

C. Principal's Report – *Dr. Julie Cady, VCS Principal, presented her Principal's report to the Board. The topics included:*

1. *School Events:*
 - i. *Walk to School and Career days*
 - ii. *Dress up days*
 - iii. *Middle School Assemblies*
 - iv. *Bring Dad to School day*
 - v. *Elementary and Junior National Honors Societies Induction*
 - vi. *Story Book Character Parade*
 - vii. *Primary School Thanksgiving Celebration*
 - viii. *Middle School Dance*
 - ix. *Groundbreaking Ceremony*
2. *Light Up Viera - Kim Africano made motion to approve, Robert Naberhaus seconded, all approved motion*
 - i. *Parade*
 - ii. *Holiday Concerts and Faith Fellowship*
3. *Field Studies*
 - i. *8th grade Washington, DC trip*
 - ii. *Avid Students Magic game*
 - iii. *1st Grade Crayola*
 - iv. *6th grade Kennedy Space Center*
 - v. *2nd grade Sea Life Museum*

4. **PTSO**
 - i. *Boosterthon – Panther Fun Run*
 - ii. *Spirit Nights*
 - iii. *Cookies and Cocoa*
 - iv. *Panther Cup Golf Tournament*

D. Athletics Report – Steve Muzzy, Board liaison provided the Athletics report. Topics included:

1. *Reminder on how athletics is a key part of the educational experience for VCS students where learning extends beyond the walls of the classroom.*
2. *Review of the Panther values and adoption of Positive Sports Alliance approach*
3. *Winter Sports Update*
4. *Upcoming Sports*
5. *7th Annual Viera Charter School Gold Tournament aka “Panther Cup” At Duran Golf Club Review*
6. *Recognition & Gratitude*

E. Information Items – CSA

1. *Monthly Financials – July, August, September – 2019 – Mr. Michael Strader, President of CSA, informed the board that financials are included in the board packet and distributed to board members monthly.*
2. *Expansion Update – Mr. Strader provided an update on the phase 3 expansion. As of 12/11/19, the project is ahead of schedule. Rush Construction and the entire team has been doing an outstanding job adhering to the critical milestones for the expansion*
3. *FY 19 Audit Presentation, Berman&Hopkins – The FY19 audit was presented to board members by Mr. Ben Kummerfeld, Auditor with Berman & Hopkins. There were no findings and the auditor provided a “clean opinion” of the financial health of VCS.*
4. *FY 19 Form 990 – Mr. Strader reviewed the 2019 FY 990 with the Board – as included in the board packets*
5. *Mental Health Update – eLuma – This is a service available to VCS that meets legal and regulatory requirements. The on-line 24/7 availability further complements existing student services.*
6. *Technology Update, CSAT Agreement – Mr. Strader provided the Board an overview of the agreement. Services to VCS have increased to include added redundancy and fail over capabilities at no additional cost*
7. *Certification Waivers, Exhibit A – Information provided as required to the Board*

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. –*The Board unanimously approved a motion by Robert Naberhaus, second by Kim Africano, to approve all consent agenda items listed below:*

1. *Approval of Purchase Orders and Agreements*
2. *Ratification of FY 19 Audit Report*
3. *Ratification of FY 19 Form 990*
4. *Approval of 2019-2020 Personnel – Certification Waivers – Exhibit A- NONE*
5. *Approval of Technology Agreement*

G. Board Member Reports

1. *Scott Steele – Congratulated Dr. Cady, CSA, and the entire school community on the continued improvements and growth of the school. He commented on how pleased he was with the groundbreaking ceremony and looks forward to even greater things in the future*
2. *Robert Naberhaus – echoed Mr. Steele’s comments and expressed his gratitude of the hard work and dedication of the school leadership, staff, and Board in providing outstanding education choice options for parents in our community*
3. *Kimberly Africano – stated her satisfaction with results of the FY 19 audit report and continued financial governance and health of the school – particularly in light of the challenges associated with pursuing*

and complying with all of the requirements to fund the expansion. She is very pleased with the positive and continued development of the school and congratulated the staff on a job well done

4. *Robert Jordan – Thanked his Board colleagues and acknowledged the tremendous work of the school and CSA as it relates to the expansion. To bring this vision to a reality is something that is worth of reflection and celebration. Mr. Jordan also communicated his full awareness of recent concerns related to the school custodial operations and overall cleanliness of the school. Mr. Jordan informed the Board and attendees of the steps that have been taken to address the situation and the very high standards he has in this area. He indicated this is a high priority for the school and is essential for us from a stewardship perspective.*

H. Adjournment – The meeting adjourned at 5:55 p.m.

Board Approval

Date