

VIERA CHARTER SCHOOLS, INC.

Board Meeting

5:00 p.m., Wednesday, September 27, 2017

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

- Call to Order - *The meeting was called to order at 5:02 PM. In attendance: Robert Jordan, Board Chairman/President, Robert Naberhaus (Founding Board Member), Vice-Chairman, Kim Africano, CPA – Treasurer, Scott Steele, Founding Board Member, and Josh Field.*
- Pledge of Allegiance
- Adoption of the Agenda - *The agenda was unanimously adopted under a motion by Robert Naberhaus, second by Scott Steele*
- Approval of meeting minutes - *The 8/23/17 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 to address the Board***

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

- *An introduction of the school's new Assistant Principal for the 2017/2018 school year: Dr. Lynn Spaddacini*
- *An introduction of the school's PTSO officers for the 2017/2018 school year*
- *An update on the high number of "Level 5" student scholars and recognition of the students with perfect scores*
- *The Viera Charter School's participation and recognition in the District's Quality Literature program*
- *An update on school assessment scores from the 2016/2017 school year in the various academic disciplines*
- *An update on the school staffing model*
- *An update on the school's marketing efforts – including a showing of a promotional video*

D. Information Items

- Monthly Financial Report – *Mr. Michael Strader, President of Charter School Associates provided an overview of the monthly financial report and informed the Board of the details that are included in their board packet. Mr. Strader introduced the auditor from Berman, Hopkins, Wright, and Laham who were retained by the governing board through an RFP process, to conduct the FY17 independent audit*

- FY 17 Audit Report – *The FY 17 audit was provided to Board members and highlights of the audit were presented by BHWL. The auditor commended the Board for the fiscal and management oversight that resulted in an increase in the school's fund balance, a decrease in capital liabilities, and an increase in revenue due to higher enrollment.*
- FY 18 Budget Proposal – *Mr. Strader provided the Board the FY 18 budget proposal and indicated it will change as a result of the pending bond financed school purchase*
- Bond Financing Update – *Mr. Strader reported that Robert Jordan has been participating in conference calls for the upcoming bond financing. Documents are in the process of being prepared with an anticipation of closing on the sale in the next 4-5 weeks. He also provided an update to the Board regarding the Action Item on the agenda that revised the corporate resolution to allow for a 35-year term.*

E. 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 following items unanimously approved under a motion by Robert Naberhaus, second by Josh Field***

1. Approval of Purchase Orders and Agreements
2. Approval of Personnel – Certification Waivers (if any)
3. Adoption of 2017-2018 Board Meeting Schedule
4. Approve 2017-2018 Student Handbook(s)
5. Approve 2017-2018 Faculty/Employee Handbook
6. Approve the 2017-2018 School Calendar

F. Items Scheduled for Action & Discussion

1. Approve and accept FY 17 Audit Report – *This was unanimously approved under a motion by Robert Naberhaus, second by Josh Field.*
2. Approve FY 18 Budget - *This was unanimously approved under a motion by Robert Naberhaus, second by Kim Africano*
3. Approve Revised Bond Financing Resolution – *This was unanimously approved under a motion by Scott Steele, second by Josh Field. Scott Steele thanked Michael Strader for the well thought out and executed process and indicated his satisfaction with the final documentation that had been developed*

G. Board Member Reports –

- *Josh Field and Kim Africano also took the time to thank Mr. Jordan and Mr. Strader for their hard work on the bond financing. Mr. Field indicated he was very excited to be a part of the Board and is looking forward to supporting the school as its newest Board member*

H. Adjournment – *The meeting adjourned at 5:49 PM.*

