



The Schools of McKeel Academy

McKeel Academy of Technology - McKeel Academy Central - South McKeel Academy

Annual Board of Trustees Meeting July 26, 2014

MINUTES

The Annual Meeting of the Board of Trustees was held Saturday, July 26, 2014, at The Terrace Hotel, Ballroom B, Lakeland, Florida. The meeting was called to order by Chair Seth McKeel at 8:30 a.m. Trustees present were Taylor Caffey, Stephanie L. Campbell, Seth McKeel, Michael Peeples, Larry Ross, John Stargel, and Phillip Walker. Trustee Cathy Wooley-Brown was unable to attend due to a scheduling conflict. Staff present were Alan Black, Julie Ehnle, Judi Morris, Kim Benson, Linda Acocelli, Kelly Seeber, Simone Sellers, Joyce Powell, John Massung, Mark Dunsford, Dana Davie, Michele Spurgeon, Dan Backes, Mary White, Susan Black, and Olivia Hazell. Teachers of the year in attendance were Cassandra Castro, Adam Flick, and Suzanne Williams. Charter school lobbyist David Shepp was also in attendance.

➤ **Welcome and Introductions**

Director Alan Black welcomed everyone. Mr. Black recognized Mr. Caffey for his years of service as the Chair of the Board. Mr. Caffey passed the gavel to the new Chair of the Board Seth McKeel.

➤ **Strategic Planning**

Chair McKeel discussed plans to replace vacancies on the Board as well as scheduling a Strategic Planning retreat to include new member training, which will occur in January.

➤ **Special Meetings Explanation and Discussion**

Chair McKeel turned the meeting over to Judge Stargel to explain the purpose of the Special meetings and merger documents as well as answer any questions. The Business meeting will be adjourned and a Special meeting will be called for each to school to vote on the merger documents.

Motion: Moved by John Stargel, seconded by Taylor Caffey, to adjourn as the full Board and convene as the Board of McKeel Academy of Technology, Inc.

Motion Carried

➤ **Adjournment**

We will reconvene the Business Meeting at the conclusion of the Special Meetings. Meeting adjourned 8:42 am.

➤ **Special Meeting-McKeel Academy of Technology**

• **Call to Order and Declaration of Quorum**

The Special Meeting of the Board of Trustees for McKeel Academy of Technology was called to order by Chair McKeel at 8:43 a.m. and declared a quorum with seven members present.

• **Approval of Articles of Merger and Plan of Merger**

Chair McKeel entertained a motion to approve of the Articles of Merger and Plan of Merger as written.

Motion: Moved by John Stargel, seconded by Michael Peeples, to approve the proposed Articles of Merger and Plan of Merger as written.

Motion Carried

• **Approval of Second Amended and Restated Articles of Incorporation for McKeel Academy of Technology, Inc.**

Chair McKeel entertained a motion to approve the Second Amended and Restated Articles of Incorporation for McKeel Academy of Technology, Inc. as presented.

Motion: Moved by John Stargel, seconded by Stephanie L. Campbell, to approve the Second Amended and Restated Articles of Incorporation for McKeel Academy of Technology, Inc.

Motion Carried

• **Approval of First Amended and Restated Bylaws of The Schools of McKeel Academy, Inc.**

Chair McKeel entertained a motion to approve the First Amended and Restated Bylaws of The Schools of McKeel Academy, Inc. as presented.

Motion: Moved by Phillip Walker, seconded by Michael Peeples, to approve the First Amended and Restated Bylaws of The Schools of McKeel Academy, Inc.

Motion Carried

- Adjournment

Motion: Moved by John Stargel, seconded by Phillip Walker, to adjourn the McKeel Academy of Technology Board of Trustees Special Meeting.

Motion Carried

There being no further business, the meeting was adjourned at 8:50 am.

➤ **Special Meeting-McKeel Elementary Academy**

- Call to Order and Declaration of Quorum

The Special Meeting of the Board of Trustees for McKeel Elementary Academy was called to order by Chair McKeel at 8:51 a.m. and declared a quorum with seven members present.

- Approval of Articles of Merger and Plan of Merger

Chair McKeel entertained a motion to approve of the Articles of Merger and Plan of Merger as written.

Motion: Moved by John Stargel, seconded by Michael Peeples, to approve the proposed Articles of Merger and Plan of Merger as written.

Motion Carried

- Adjournment

Motion: Moved by Michael Peeples, seconded by John Stargel, to adjourn the McKeel Elementary Academy Board of Trustees Special Meeting.

Motion Carried

There being no further business, the meeting was adjourned at 8:54 am.

➤ **Special Meeting-South McKeel Academy**

- Call to Order and Declaration of Quorum

The Special Meeting of the Board of Trustees for South McKeel Academy was called to order by Chair McKeel at 8:55 a.m. and declared a quorum with seven members present.

- Approval of Articles of Merger and Plan of Merger

Chair McKeel entertained a motion to approve of the Articles of Merger and Plan of Merger as written.

Motion: Moved by John Stargel, seconded by Phillip Walker, to approve the proposed Articles of Merger and Plan of Merger as written.

Motion Carried

- Adjournment

Motion: Moved by Phillip Walker, seconded by Stephanie L. Campbell, to adjourn the South McKeel Academy Board of Trustees Special Meeting.

Motion Carried

There being no further business, the meeting was adjourned at 8:57 am.

➤ **Business Meeting**

- Call to Order

Chair McKeel called The Schools of McKeel Academy Business meeting to order at 8:58 am.

- Public Comment

There was no one from the public wishing to address the Board.

- Election of Corporate Officers

Chair McKeel entertained a motion to elect the Corporate Officers as follows:

President – Alan Black, Treasurer – Julie Ehnle, Secretary – Olivia Hazell.

Motion: Moved by Taylor Caffey, seconded by Phillip Walker, to approve the Corporate Officers: President – Alan Black; Treasurer – Julie Ehnle, Secretary – Olivia Hazell.

Motion Carried

- Conflict of Interest Statements
The Conflict of Interest Statements need to be signed annually by all Board members and Corporate Officers. The Secretary will collect the Conflict of Interest Statements and report to the Board any disclosures at the next Board of Trustees meeting. The Board will vote on approval of the disclosures.
- Consent Agenda
 - 1) Minutes-6/17/14 Executive Committee Meeting
 - 2) Minutes-6/17/14 Board of Trustees Meeting
 - 3) New Hires-MAC
 - 4) New Hires-MAT
 - 5) New Hires-SMA
 - 6) New Position-Assistant Director of Operations
 - 7) Updated Organization Chart

Motion: Moved by Phillip Walker, seconded by Stephanie L. Campbell, to approve the consent agenda as presented.
Motion Carried

➤ Old Business

- Treasurer's Report
 - Year-End Financial Presentation
Ms. Ehnle reviewed and answered questions concerning the year end financials for all three schools.
 - 2013-2014 Final Budget Amendments
Ms. Ehnle reviewed the final budget amendments for the 2013-2014 school year for each school. The Board needs to approve the final budget amendments for each school.

MAT Motion

Motion: Moved by Michael Peeples, seconded by Stephanie L. Campbell, to approve the 2013-2014 Final Budget Amendment for McKeel Academy of Technology.

Motion Carried

MAC Motion

Motion: Moved by Stephanie L. Campbell, seconded by Phillip Walker, to approve the 2013-2014 Final Budget Amendment for McKeel Academy Central.

Motion Carried

SMA Motion

Motion: Moved by Michael Peeples, seconded by Stephanie L. Campbell, to approve the 2013-2014 Final Budget Amendment for South McKeel Academy.

Motion Carried

- Director's Employment Agreement
Chair McKeel entertained a motion to approve the Director's Employment Agreement as written.
Motion: Moved by Larry Ross, seconded by Stephanie L. Campbell, to approve the Director's Employment Agreement.
Motion Carried
- City of Lakeland Land Lease
TSMA and the City of Lakeland are still in the process of negotiating the lease for 5000 square feet of the block that McKeel Academy Central uses for a play field. The Board is committed to opening a PreK program in the downtown area, therefore, Mr. Black will continue in negotiations with the City of Lakeland, but if a lease agreement isn't reached then Mr. Black and our attorney, David Miller, will find another facility to open the PreK program.
Motion: Moved by Larry Ross, seconded by Stephanie L. Campbell, to approve of the continued negotiations with the City of Lakeland for leasing 5000 square feet of the play field, but if an agreement isn't reached, Mr. Black and our attorney will find another facility.
Motion Carried

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➤ **New Business**

• **Committee Assignments**

Chair McKeel proposed that we table the committee assignments until Board vacancies have been filled. Dr. Ross recommended that Mark Thompson's chair position on the Finance Committee be filled by Taylor Caffey on an interim basis. Also, Seth McKeel was nominated as the chair of the Executive Committee and Larry Ross as Vice Chair.

Motion: Moved by Larry Ross, seconded by Michael Peeples, to approve the appointment of Taylor Caffey as the Interim Chair of the Finance Committee.

Motion Carried

Motion: Moved by Taylor, seconded by Michael Peeples, to approve the appointment of Seth McKeel as the Chair of the Executive Committee and Larry Ross as the Vice-Chair.

Motion Carried

• **Board Vacancies**

Chair McKeel explained that several Board members have expressed interest in rolling off the Board in the next year. Anyone who is interested in joining the Board should contact Mr. Black.

• **Accounting Guidelines**

Ms. Ehnle reviewed the changes in the accounting guidelines.

Motion: Moved by Larry Ross, seconded by Taylor Caffey, to approve the updated accounting guidelines.

Motion Carried

• **Human Resource Policy Changes**

The Employee handbook has been updated to reflect current practice at TSMA.

Motion: Moved by Larry Ross, seconded by Phillip Walker, to approve the changes to the Employee handbook.

Motion Carried

➤ **Legislative Updates**

Lobbyist, Dave Shepp gave an overview of the issues pertaining to charter schools that were decided this year.

➤ **Director's Report**

Mr. Black discussed his Key Initiatives for TSMA:

- Changing the culture at TSMA
- Capital Improvements
- Early Literacy
- Growing Exceptional Teachers
- Improving Student Engagement

➤ **School Reports**

Principals gave their school reports which will become a permanent part of the record.

➤ **Adjournment**

There being no further business, the annual business meeting was adjourned at 1:00 p.m.

ATTEST:


Seth McKeel, Chairman


Olivia Hazell



McKeel Academy Central
School Report
July 26, 2014

- MAC earned a school grade of “A” for the eleventh year in a row.
- We are continuing with our iPad initiative.
- The new building is coming along. Thankful to Mr. Backes who arranged parent volunteers to help move everything out at the end of the school year. We were done in 2 hours which was way ahead of schedule. On 8/4/14, the new furniture will need to be assembled and placed in classrooms. Teachers can begin working on their classrooms then, but their official start date is 8/11/14.
- We have hired new staff, pulling from all over the district with new talent.
- We have accepted 134 new students and parents are very excited about next year.

SMA Principal's Report TSMA Annual Board Meeting
July 26, 2014

Very excited to give first report- forever grateful to Judi Morris for all her guidance, expertise and friendship she has imparted to me over the last several years that I have had the privilege of working with her . Looking forward to continuing SMA's history of excellence as I work closely with two exceptional professionals in Kelly Seeber and Linda Acocelli as well as the remarkable staff that has been established there.

Since the last principal's report was given to the board - May 13

SMA earned an A for the 2013-2014 school year due to the following:

In 2012-2013 SMA dropped to a grade of a B based on the growth criteria of the lowest 25% of our students in reading. Passing criteria is that at least 50% of our lowest 25% of students show growth in both reading and math. Our reading percentage was 49%.

Things put in place: emphasis grew on the importance of identifying , monitoring and putting interventions in place to grow all of our students in the area of reading literacy...especially targeting those students in specific reading strategies. We did this through teachers picking data apart to identify the weak areas and then being provided with the tools and professional development necessary to increase literacy among all of our students.

In 2013-2014, SMA didn't just barely meet the 50% criteria, we far exceeded the growth criteria with 62%of our lowest students showing gains in reading literacy.

Technology news: last year 6th grade 1:1 iPads

This year 5-7 will be 1:1

2nd grade classroom 1:1 with growing interest expressed by several other teachers to increase iPads in their classrooms as well.

SMA Student highlights-

PreK graduation

Kindergarten - Q and U were successfully "married"

3rd grade community service project culmination presentation- McKeel market, Stevie B's, Lighthouse Ministries check for \$1509

4th grade - first ever literature based Disney field trip based on the Kingdom Keepers book series...

7th grade- first ever SMA dance

Staff Highlights-

Professional development

4 6th grade teachers attended NCTM in San Diego
Sarah Tompkins and c. Castro attended Duke Tips conference at Duke University
Kim and Joyce assessment training institute in Portland
Linda Michele and Judi leadership conference in Seattle

Focusing not only on reading literacy, but math literacy with all day workshops focusing on number literacy for K-2 and 3-5 with Libby Pollett...co-author/creator of BBY Publications. MAC participated with us. May 19, 20

Suzanne Williams awarded a \$5000 grant through the Community Foundation of Greater Lakeland - bringing the World into the Classroom: videoconferencing to master 21st century skills

BLUEPRINT grant 1st on site workshop at SMA- 30-40 participants. SMA teacher presenters on reading literacy and technology followed by an afternoon schedule visiting model teacher classrooms demonstrating best practices taught in the morning sessions. Future on site workshops are planned for Oct.10 and Jan. 23 as well as traveling to charter school consortium sites in various Florida regions to provide professional development targeting low performing charter schools.

CPALMS conference participation two webinar so delivered by Tara Dunsford and Kim Hatten

Partnering with IBIS grant team for an awesome Best Practices conferences where we expect 350 participants from all over the state of Florida to come to sessions presented by TSMA teachers . Shout out to Susan Black

PTO- provided Spring Fling for PreK - 7th graders
all officers will stay on for their 2nd year

Looking forward to a very exciting and productive year at SMA.
Take the opportunity to extend an invitation for any board members to stop by SMA to let me "show off" our amazing staff and students!!