



The Schools of McKeel Academy

McKeel Academy of Technology
McKeel Academy Central
South McKeel Academy

Board of Trustees Meeting

MINUTES

September 17, 2013

The meeting of the Board of Trustees was held on Tuesday, September 17, 2013, at The Schools of McKeel Academy Business Office. The meeting was called to order by Chair Taylor Caffey at 12:05 p.m. Trustees present included Taylor Caffey, Stephanie L. Campbell, Phillip Walker, Mark Thompson, Larry Ross, and John Stargel. Cathy Wooley-Brown attended via phone conference. Trustees Michael Peeples and Representative Seth McKeel were unable to attend. Staff present included Harold Maready, Alan Black, Julie Ramirez, Judi Morris, Michele Spurgeon, Linda Acocelli, Susan Black, Mary White and Olivia Hazell. Teachers of the Year in attendance included Wendy Georgevich, Brittani O'Connor, Rebecca Stacey, and Samantha Wilbur.

- **Approval of Minutes**

Taylor Caffey called for approval of the minutes from the July 11, 2013, Audit Committee meeting. *Upon a motion by Larry Ross, seconded by Stephanie Campbell, the minutes were approved as presented.*

Mr. Caffey called for approval of the minutes from the July 11, 2013, Finance Committee meeting. *Upon a motion by Mark Thompson, seconded by Larry Ross, the minutes were approved as presented.*

Mr. Caffey called for approval of the minutes from the July 27, 2013, Annual Board of Trustees meeting. *Upon a motion by Phillip Walker, seconded by Stephanie Campbell, the minutes were approved as presented.*

- **Public Comment**

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

➤ **Old Business**

- **Technology Update**

Alan Black explained that MAT has issued around 700 iPads to students in grades 9-12. With the Board approved \$20,000 Consultant's recommendations we upgraded the infrastructure, however we had no way of knowing if the network could handle the increase in internet/wireless traffic. We have had some ups and downs but we have found that the problems are occurring due to the 3 modems that are installed on campus, which is a problem that Brighthouse agreed to fix. The new modems were installed this week and so far things are running smoothly. We had around 150 students elect to use their own iPads, which allows us to issue iPads to 8th graders in the next phase of the iPad initiative.

Parents had concerns about iPads and insurance, through research we found an optional policy for parents to purchase that will insure the iPads for \$37.10 per year with a \$50 deductible.

Michele Spurgeon reported that MAC parents and students are thankful for the iPads that are being used in the school. There have been no problems with the technology at MAC.

Judi Morris reported that technology is going smoothly at SMA. Wendy Georgevich uses the iPads in her 6th grade classroom and students are really enjoying using them. In 1st grade Samantha Wilbur reports that the children are still learning the basics of iPad use, but are excited about them. Mrs. Morris reported that the school just received 12 new iPads from the CFGL Impact grant that are being used for reluctant 5th grade readers.

- **MAC Expansion Update**

Mr. Black explained to the Board that the building project isn't as far along as we had expected. There were some minor issues with permitting that have been resolved. The footers are going to be poured soon and we should be able to see progress. The Board expressed concerns about the timeline, but delays have been built into the timeline, so we are confident that the building will be ready by July 1, 2014.

➤ **New Business**

- **Budget Amendments**

Julie Ramirez presented the amended budgets to the Board. MAC had an increase in Capital Outlay of \$59,442, the revised total for Capital Outlay is \$133,442. SMA had an increase in Capital Outlay of \$121,391, the revised total for Capital Outlay is \$411,391. For all three schools there was a revision due to Summer Conference. Ms. Ramirez explained that she budgeted for Summer Conference but did not include the per diem expenses. The amount spent wasn't any more than what has been spent in the past; she just didn't include it in this section of the budget.

Mr. Caffey called for a separate motion for each amended budget to be approved as presented.

Upon a motion made by John Stargel, seconded by Phillip Walker, the amended budget for MAT was approved as presented.

Upon a motion made by Larry Ross, seconded by Mark Thompson, the amended budget for MAC was approved as presented.

Upon a motion made by Larry Ross, seconded by Mark Thompson, the amended budget for SMA was approved as presented.

- **August Financial Statements**

Ms. Ramirez presented the August financial statement highlights. Food service is doing well with all three schools and year to date are in a positive position. Transportation is also doing well with increases due to work that McKeel is doing on buses for other charter schools. These financial statements do not include the draws for construction. Ms. Ramirez will present the September quarterly financial reports at the next board meeting.

- **Election of Corporate Secretary**

Superintendent Maready explained that at the July meeting we elected Susan Black as the interim Corporate Secretary until his new assistant, Olivia Hazell, fulfilled her 90 day employee introductory period. Mrs. Hazell has now completed her 90 days and is ready to fill the role of Corporate Secretary. Ms. Ramirez stated that if Mrs. Hazell is elected as Corporate Secretary, we will need a letter showing the change in Corporate Officers.

Mr. Caffey entertained a motion to transfer the roles of Corporate Secretary from Susan Black to Olivia Hazell. Upon a motion made by Phillip Walker, seconded by Larry Ross, the motion carried as presented.

➤ **Other**

- **Lawsuit Negotiations**

Superintendent Maready reported that negotiations in the PCSB lawsuit are going well and a settlement should be reached before the end of the month. He will be attending three more meetings next week to finalize the settlement. Today he was in a meeting concerning Federal grants, specifically Title I and Title II. We are trying to get the district to change their Title I plan by lowering their free/reduced lunch percentage in order to help more charter schools meet the qualifications to receive Title I funds.

- **Contract Merger for TSMA**

Mr. Maready submitted the draft contract to Mr. Daniel Woodring, the attorney representing TSMA in this process. Mr. Woodring will review the contract and submit to the district this week. We are still within the state mandated time frame for settling this matter with the district.

- **Teacher Salaries**

Mr. Maready reported that we are still waiting to hear what the district's plan is for handling teacher salary increases. The increases will be retro-active to July 1, once the decision has been made as to how to handle the increases.

- **2014-2015 Calendar**

After meeting again with the prospective administrators, it was decided that the calendar change be put on hold for at least another year. This decision was based on the current construction project happening at MAC. It would be very difficult for MAC staff to have the new classrooms ready with an earlier school start date.

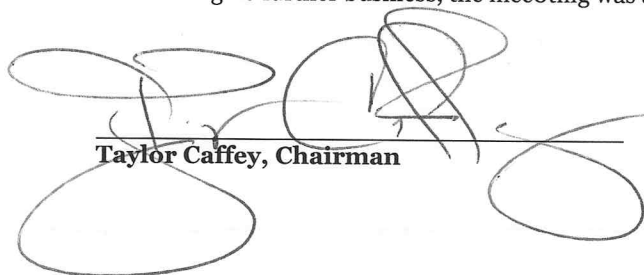
- **Annual Meeting, McKeel Teachers', and IBIS Conference 2014-2015**
Julie Ramirez reported that she has already made arrangements with the Sheraton Sand Key for the 2014-2015, Annual Meeting, McKeel Teachers', and IBIS Conference. The dates reserved are July 26, 2014 for the Annual Meeting; July 27- 30, Teachers' conference; and 7/31/2014, for the IBIS conference.
- **Governance in the Sunshine Training**
Stephanie Campbell and Susan Black have researched options for a refresher course on Governance in the Sunshine and it will cost around \$1500 for a 2 hour course. This training is in addition to the on-line Board Governance training that each Trustee must complete as required by Florida Statute. Mrs. Black and Mrs. Campbell will come up with a schedule for the training.

➤ **School Reports**

- **SMA**
Mrs. Morris highlighted some of the events that have taken place and they have had a great start to the year. Some of the events are: the special lunch to kick off the new food service program; PTO sponsored breakfast for staff; 8/30/2013, Back to School Night at Joker Marchant Stadium; Parent Meeting Nights; and 9/16/2013, Professional Development-Common Core Reading and Math.
- **MAT**
Linda Acocelli reported that MAT has many exciting things happening such as: successful orientations; parent nights; tutoring for struggling students-which started this week; the MAT Cross Country team is doing very well and has received a ranking of #3 in the State; and the IBIS workshop on the MAT campus will have teachers coming from all over to tour classrooms and see how we are utilizing technology.
- **MAC**
Michele Spurgeon explained that there were a few minor issues at the beginning of the year, but things have settled down. Parents have seen the drawings of the new building and are very excited about the expansion of MAC. Some of the exciting things going on at MAC are: Teachers are using the construction project for teaching opportunities; parent nights; a Facebook page for updates on the construction progress for MAC; the PTO sponsored a Back to School lunch for staff; Lakeland Fire Department will be teaching fire safety to the K-4 classes; 9/30/13 Family Night; and upcoming Book Fair.

➤ **Adjournment**

There being no further business, the meeting was adjourned at 1:25 p.m.



Taylor Caffey, Chairman

ATTEST:

Olivia Hazell, Secretary