

EDVENTURE CHARTER SCHOOL, INC
BOARD OF DIRECTORS MEETING MINUTES
EVCS Café, October 6, 2022

ATTENDEES:

In Person: Dawn D'Amato, Mitch Adler, Russ Feldman, Howard Smolin

Via Zoom: Mark Escoffery

Staff: Barbara Fitz, Cassie Rudder, Pamela McCoy

By proxy: Jennifer Costello, Stephanie Raab

LOCATION AND TIME: Meeting held in the EVCS café and called to order at 4:07PM by Dawn D'Amato.

All motions are unanimously approved unless otherwise noted.

OLD BUSINESS:

June Minutes: Motion to approve by Howard Smolin, 2nd by Mitch Adler

NEW BUSINESS:

Public Comment on Agenda: none

Annual Audit Report & Management Letter: Mr. Escoffery gave a detailed review of the June 30, 2022, Annual Audit Report to the board members. He reviewed financial statements and reported that all is good. Mr. Escoffery answered questions from the board regarding the audit and management letter. Motion to approve the audit and management letter made by Russ Feldman, 2nd by Howard Smolin

Financial Reports: The financial summary report was presented as attached. EdVenture has a fund balance of \$1,091,207. The revenues to date are unfavorable by \$11,310 and expenses to date are favorable by \$13,950 resulting in a total favorable amount of \$2,640. Motion to approve the financial report made by Mitch Adler, 2nd by Russ Feldman.

Mrs. Fitz presented the final 21-22 Budget Amendment in line with the audit. Motion to approve the final 21-22 amended budget made by Mitch Adler, 2nd by Russ Feldman. The board discussed investments and how the funds are insured.

Principals Report: Cassie Rudder reported that the current enrollment for October 2022 is 65 as compared to October 2021 of 71 and October 2020 of 68. She informed the board that a large percentage of students across the US, including Florida, have not returned to school since the COVID pandemic. Ms. Rudder let the board know that she and Mrs. Fitz have met with outside organizations that specialize in recruiting enrollees. She reported that EVCS continues to provide a need for the students who are underserved in PBC and/or need the intensive level of services that we provide academically, behaviorally, and vocationally. Ms. Rudder let the board know we have 3 new staff members. She also suggested offering 401K matching up to 5% with a maximum total matching of \$45,000 as an idea to increase staff retention. Ms. Rudder informed the board that she was accepted

into the School Leaders Fellowship which is a program created by the Florida Charter School Alliance and that she will be presenting at the Charter School Conference in November.

Executive Director Report:

Teacher Salary Increase Allocation (TSIA)

Mrs. Fitz reviewed the proposed Teacher Salary Increase Allocation (TSIA) which was in the handout provided. Motion to approve the TSIA made by Russ Feldman, 2nd by Howard Smolin.

Referendum Revenues & IROC Plan

She then explained that our annual share of the Referendum Revenues and IROC Plan which was also provided in a handout. Motion to approve the Referendum Revenues and IROC Plan made by Russ Feldman, 2nd by Howard Smolin.

School Improvement Rating

Mrs. Fitz shared that EVCS received a School Improvement Rating of “1” due to testing less and 80% however, we have submitted a letter to the state outlining our student progress to ensure continuation of Capital Outlay funds. She also informed the board that SY23 will be unrated due to the transition from Testing to Progress Monitoring.

Security

Mrs. Fitz provided handouts of the changes to 2 policies for security for the board’s approval. Policy SP002 Security Cameras and SP004 Prevention & Threat Management. She let the board know that she is working on bids for the PA System and upgrades. Motion to approve both policy revisions made by Russ Feldman, 2nd by Howard Smolin.

Governing Board Fingerprints

Mrs. Fitz reminded the members that the fingerprinting process has changed for this school year and that it is an urgent matter of compliance and needs to be completed immediately. A packet with instructions was given to those who need to complete the process.

Enrollment & Marketing Plan

The next item that Mrs. Fitz discussed is Enrollment and the current and planned Marketing Plan. She let the board know that the Admin Team is working on marketing strategies to build enrollment to its 2019 numbers, however, they are prepared with a plan for a slightly smaller school for next year if needed.

Out of Field Instructional Staff

EVCS has 9 instructional staff of which 5 are certified and 4 are permanent subs with 2 applying for temp certification before the winter break. Of the 5 who are certifies, 4 may have course codes that would be considered for OOF and 1 is adding a subject area to her certificate this week. She stated that we are always working toward a 100% highly qualified staff. Motion to approve OOF staff made by Russ Feldman, 2nd by Howard Smolin.

Grants/ESSER III Revision

Mrs. Fitz has purchased a subscription to Cause IQ which is a grant data base. She informed the board that she has written a grant to the Lattner Foundation for \$30,000 and plans to write at

least 4 more. EVCS will be participating in the ESSER Math and STEM grant which will provide us \$645,011. Mrs. Fitz told the board that she has revised the ESSER III planned expenses to better reflect EVCS's current needs. She reduced the amount for educational technology and materials by \$18,300.27, increased learning loss by \$300.27 and added substitute teachers for \$18,000. Motion to approve the ESSER Expenditure plan made by Russ Feldman, 2nd by Howard Smolin.

Other Items Discussed:

Russ Feldman and Howard Smolin will assist Dawn D'Amato on the Executive Director Evaluation Committee. It was mentioned that Ms. Everhart developed a format.

An appreciation gift for Candace Everhart was discussed. Everyone agreed it was a good idea. Suggestions for book gift cards and book ends were made.

The next meeting will be on December 14, 2022 at 4:00PM

Public Comment on Non-Agenda Items: none

Parent and Community Input: none

Adjournment: Motion to adjourn by Russ Feldman, 2nd by Howard Smolin made at 6:11PM.