Boulware Springs Charter School

Governing Board Meeting

Regular Meeting was held at:

Boulware Springs Charter School

## 1303 NE 23rd Ave., Gainesville, FL Tuesday, July 14, 2015

## 7:00 pm

## Notification to the public via school’s website

MINUTES

1. SESSION: 7:02 p.m.
   1. Attendees

Board Members: Steve Bradford, Cindy Boulware, Larry Lopez, Chanda Littles, Steve Sommer, Bryan Williams

Others: Kay Abbitt, Megan Lane, John Abbitt

* 1. Action Items
     1. Approval of May 19th Board Meeting Minutes

Larry Lopez suggested adding an explanation of the portfolio presentations to the minutes of the previous meeting. Steve Bradford moved to approve the minutes. Cindy Boulware seconded the motion and the motion was unanimously approved.

* + 1. Discussion/Motion to Approve Audit

Steve Sommer moved to approve using Katell & Company to file Boulware’s audit and 990 Form for a total cost of $6,750. Bryan Williams seconded the motion and the motion was unanimously approved.

* + 1. Discussion/Motion to Approve Out-of-Field Position

Kay Abbitt and Megan Lane asked the Board for approval for an out-of-field teacher, Melissa Madden, to temporarily teach Gifted students while working towards her Gifted certification. Melissa Madden is a certified ESE and Elementary teacher with certification in New York. She is highly qualified to teach Gifted. She has scheduled her certification assessment. Chanda Littles moved to approve this motion. Bryan Williams seconded the motion and the motion was unanimously approved.

* 1. Items for Discussion Only (No Action)
     1. Update on Facilities

Kay Abbitt and Megan Lane updated the board on facilities. The pool-house room has been finished. It was painted, an AC unit was installed, and the floors were stained. The rest of the facilities have been cleaned and prepped for the return of students.

* + 1. Update on Staffing

Kay Abbitt and Megan Lane updated the board on staffing. Four of the six teachers from last year are returning. With the addition of two classes, four teachers have been hired.

* + 1. Update on Student Enrollment

Kay Abbitt and Megan Lane updated the board on student enrollment. Full capacity for the current year is 152 and there are currently 150 students enrolled. There are about 60 students on the wait list but most are siblings and so filling individual openings is difficult.

* + 1. Update on Teacher Preplanning and Upcoming July 20th Start

Kay Abbitt and Megan Lane updated the board on the teacher preplanning. Kay and Megan have been delivering presentations, in addition to some people from the community presenting on various topics.

* + 1. Update on Megan’s KIPP program

Megan Lane updated the Board on her Summer Institute program at the University of Chicago through KIPP schools.

* + 1. Update on Volunteer Efforts

Chanda Littles updated the board on volunteering efforts. Chanda, Megan, and Kay have a meeting with a representative from St. Leo University’s counseling program on July 16th to discuss the opportunity to have St. Leo students as volunteer counselors. Chanda also updated the Board about the next steps for organizing parent volunteering, which includes setting up a Google calendar for parents to schedule volunteer times.

* + 1. Update on Grants/Fundraising Efforts

Megan Lane updated the Board on the University of Florida’s Campaign for Charities, which is a fundraising effort for Boulware. The next step is to attend meetings in the fall and recruit employees to select Boulware as their charity.

* + 1. Review of Financials

Steve Sommer updated the Board that final numbers for last fiscal year were being finalized. Overall, Boulware is in a very good financial position.

* + 1. Review of Co-directors and Board Self Assessment

Bryan Williams updated the Board on the preliminary (very positive) results of the Board’s review of the co-directors, as well as the Board’s self-assessment. Final results will be presented at the August 18th Board meeting.

1. ADJOURNMENT: 8:17 p.m.

The next board meeting is scheduled for 7 p.m. Tuesday, August 18th, at the school.

Respectfully Submitted:

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Larry Lopez, Vice Chair Date

Approved by Governing Board: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date