

Boulware Springs Charter School
Governing Board Informational Meeting
Regular Meeting was held via video conference
May 26, 2020
5:00 p.m.
Notification to the public via school's website
MINUTES

I. SESSION: 5:02 p.m.

A. Attendees

Board Members: Audrey Sommer, Steve Bradford, Dennis Kramer, Chanel Gay, Cindy Boulware
Others: Kay Abbitt, Cecile Wicks, Cassie Macias, Kathy Franks

B. Action Items

I. Discussion/Motion to Approve Minutes from Last Minute

Audrey motioned to approve the April 28th board minutes. Cindy seconded the motion and the motion was carried unanimously.

II. Financials/Budget Approval

Financials are submitted quarterly because of Boulware's high performing status. Kay shared the balance sheet from March 31st with the board. Kay provided the board with the Income and Expenses sheet via email and explained year to date expenses and monthly expenses. Since the previous board meeting, we've received information about the teacher salary increase allocation. Boulware will receive \$24,871. The funds will be received when Governor DeSantis approves the bill for the salary increase allocation. Kay shared information about the teacher salary increase distribution plan. A salary schedule must be submitted to the district. The funds are only distributed to classroom teachers who are full time. Per Boulware's distribution plan, new teachers were brought up to \$47,500, which left \$18,263. All years of service of teachers combined, which is 33, were divided by \$18,263, which is \$553.42 per year of service. ESE funds are distributed based on how many students enrolled have IEPs. ESE funds have decreased slightly.

The school district takes two percent out for fees. Four percent has been reserved for enrollment in case there is a decline in enrollment. Per board recommendation, there has been a 10% reduction taken instead of a 5% reduction.

After school has been moved from \$35,000 to \$30,000 and after school weeks of pay has been reduced from 40 weeks to 36 weeks.

Any stipends have been separated from salaries. Directors and officers insurance increased 2%.

Dennis addressed the board regarding the budget. The format that the budget is in is one that the district prefers. In order to have a comprehensive view of the budget moving forward and the trade-offs that may need to be made, Dennis discussed building a parallel budget in the future that includes potential impacts related to the audit and PPP dollars that will show any need to tap reserves to cover revenue.

Cindy motioned to approve the budget as presented by Kay with the flexibility to add teacher salary increase allocations as those become known and modify any reduction in funding as those become known. Steve seconded and the motion was carried unanimously.

III. Motion to Approve Edits to Policy Manual

Kay sent the policy manual to board members via email. Short term disability that the board voted for this year was added along with updated school uniform policies. Steve motioned to approve the edits of the Boulware 2020 school policy manual, Audrey seconded and the motion was carried unanimously

IV. Board Member Terms

Steve motioned for Cindy's term to extend for 3 years. Chanel seconded the motion. Cindy abstained from voting. The motion was passed unanimously.

V. New Board Members

Cassie Macias introduced herself to the board and explained her interest in becoming a board member. Due to technical difficulties, Kathy was unable to speak via Zoom but had previously expressed her interest in becoming a board member.

Audrey made a motion to approve Cassie Macias and Kathy Franks as new board members with one year terms. Cindy seconded and the motion passed unanimously.

C. Items for Discussion Only (No Action)

I. Update on Distance Learning

For 156 students that are participating in distance learning, there have been 2,951 face to encounters via Zoom between teachers and students.

II. Update on 2020-2021 School Year

Parents were sent a survey regarding distance learning and the start of school. We received 65 responses. Parents were not happy with distance learning due to problems with parent work schedules, there were technical issues and environmental issues. Parents were asked how many caregivers there would be at home in July and August and 66% replied that there would be both caregivers working outside of the home. 73% of parents responded that they would be comfortable returning to school in July with CDC guidelines enforced, 14% had no concerns and 12% said they would not send their children to school in July. Parents were asked if they would prefer half days and the results were split 50/50.

Currently, the school cannot open until Florida is in Stage 2 of reopening. For reopening, Boulware will implement CDC guidelines. Boulware will have hand washing stations, temperature checks, staff and most likely students wearing masks, self-contained classes, lunches staggered with disinfected tables in between, staggered drop off and pick up times, no parents allowed in the school during the school day, desks apart in classrooms, and six feet markers painted along walkways.

If a teacher or student gets sick, there will be plans for quarantining and distance learning. Plans will be discussed during preplanning.

Kay discussed different options we have or opening the school. From July 20-July 21st there is an optional summer school with 9 students per class for half days. On August 3rd, school would officially begin but classes would be divided in half and students will attend half days either in the morning or afternoon for four weeks.

III. Insurance for 2020-2021 year

This item was addressed during the budget discussion.

IV. Student Numbers and Teachers for 2020-2021

We have 164 students enrolled for the upcoming school year and students on the waiting

list. We need one classroom teacher and interviews are currently being held for the position.

V. FTE Audit Update

Boulware received a notice that the auditor filed his report with the district and the Auditor General did not reduce the amount of the fine. Kay met with a consultant and attorney and the consultant drafted and submitted a letter to send to the district and the Auditor General. The consultant found that per Florida statutes, for FTE we can use the week prior to our break to gather attendance. David Hughes from the Auditor General’s office requested that a letter be sent to Kim Neal at the district revising a sentence on the cover page to state, “Boulware acknowledges the findings but reserves the right to appeal the finding with the Florida Department of Education.” Kim Neal sent Boulware’s response and the district’s findings and response to the Auditor General. The Auditor General will review the findings again and send a final report to the district. After receiving the final report from the district, a request can be made to appeal within 60 days. The request is sent to the FLDOE, the appeal process begins and documentation will be sent from Boulware to the FLDOE.

VI. Old Business

Kay needs an evaluation for 2018-2019 & 2019-2020. Dennis found an online company that offers evaluation software and will send out the information to board members.

VII. New Business

Boulware’s 5th grade graduation will be virtually held at 5:00 p.m. on May 22nd. Two women in the community started a GoFundMe to provide Chromebooks to schools in the community. Boulware was given 10 Chromebooks to give to students to keep.

ADJOURNMENT: 6:19 p.m.
The next board meeting is scheduled for 5:00 p.m., August 18th (later changed to September 1st due to school start date).

Respectfully Submitted:

Dennis Kramer, Board Chair

Date

Approved by Governing Board: _____
Date