

THE VILLAGES CHARTER SCHOOL, INC. BOARD MEETING
January 28, 2016

The Board of Directors of THE VILLAGES CHARTER SCHOOL, INC. ("Corporation") met at the following time, date and place:

Time: 4:00 p.m.
Date: January 29, 2016
Place: Conference Room
Technology Solutions Group
1026 Canal Street
The Villages, Florida 32162

The following Directors were present at the meeting:

Dale Borrowman
Rob Eddy
Tracy Mathews
Brian Hudson
Gary Lester

Others in attendance were:

Barbara Castro
Steve Johnson
Cathy Hinckley
Peggy Irwin
Randy McDaniel
Gina Ritch
Kristine Rohan
Katia Simmons
Jason Spencer
LeAnne Yerk

Dr. Lester called the meeting of The Villages Charter School, Inc. to order at 4:02 p.m. on January 28, 2016. Dr. Lester announced a quorum of the Directors was present and that the meeting could proceed.

CONSENT ITEMS

Dr. Lester presented the minutes of the October 29, 2015 regular meeting and **UPON A MOTION** made by Mrs. Mathews and seconded by Mr. Borrowman and the unanimous consent of all Board members present, the Board approved the minutes of the October 29, 2015 meeting.

PUBLIC COMMENTS

INFORMATION REPORTS

FINANCIAL REPORT: *October* - The Villages made no contributions to the charter school in the month of October. The Consolidated Statement of Revenue and Expenses shows a net loss of (\$1,162,597) for the month of October, 2015.

Donations/Miscellaneous Revenue:

The charter School received \$10,000 for Dollars for Knowledge donation in October.

Athletics:

The Villages made no contribution to Athletics for the month of October. The Athletics Department had a net income of \$16,688 (excluding coaching supplements) at October 31, 2015.

Consolidated Entity/Entire Charter School:

At October 31, 2015, the total expenditures for the charter school as a whole were under budget by 9.2% therefore reducing the amount of contributions needed.

November - The Villages made no contributions to the charter school in the month of November. The Consolidated Statement of Revenue and Expenses shows a net income of \$124,857 for the month of November, 2015.

Donations/Miscellaneous Revenue:

The charter School received \$10,000 for Dollars for Knowledge donation in November.

Athletics:

The Villages made no contribution to Athletics for the month of November. The Athletics Department had a net income of \$6,615 (excluding coaching supplements) at November 30, 2015.

Consolidated Entity/Entire Charter School:

At November 30, 2015, the total expenditures for the charter school as a whole were under budget by 8.8% therefore reducing the amount of contributions needed.

December - The Villages made no contributions to the charter school in the month of November. The Consolidated Statement of Revenue and Expenses shows a net income of \$34,880 for the month of December, 2015.

Donations/Miscellaneous Revenue:

The charter School received \$20,000 for from The Villages Regional Hospital for the scoreboard sponsorship.

Athletics:

The Villages made no contribution to Athletics for the month of December. The Athletics Dept. had a net loss of (\$69,057) excluding coaching supplements and a year to date income of \$125,909 at December 31, 2015.

Consolidated Entity/Entire Charter School:

At December 31, 2015, the total expenditures for the charter school as a whole were under budget by 9.6% therefore reducing the amount of contributions needed.

ENROLLMENT UPDATE: Mrs. Hinckley reported on enrollment which has taken a little dip. We have lost several students due to employment eligibility issues. We have started to get inquiries for the 2016-17 school year. Enrollment applications for 16-17 will be ready on February 29.

FACILITIES UPDATE: Dr. McDaniel reported everything is done and we have a small punch list of only a few things that need to be completed like the shelving in the storage room. We are in great shape.

OLD BUSINESS

FACILITIES USAGE AGREEMENT: Dr. McDaniel presented a Facility Usage Requests from The Villages Soccer Club for approval by the Board. All participating players and participants are students enrolled in The Villages Charter School.

UPON A MOTION by Mr. Eddy and seconded by Mr. Borrowman and with the unanimous consent of all Board members present, and upon confirmation of proper insurance coverage, the Board approved the Facility Usage Request.

OUT OF FIELD TEACHERS: Mrs. Hinckley presented a teacher who is considered “Out of Field”. This teacher coming from out of state and is working toward Florida certification. She has demonstrated knowledge of the subject area she is teaching. Mrs. Hinckley recommended the Board approve the memo for the teacher presented.

UPON A MOTION by Mrs. Matthews and seconded by Mr. Eddy and with the unanimous consent of all Board members present, the Board approved the Out of Field Teacher.

NEW BUSINESS

2015-2016 BUDGET AMENDMENT: Ms. Gina Ritch addressed the board to explain the 15-16 adjustment of the FTE revenue to the actual enrollment. Due to enrollment being under budget this is a true-up based on 54 less students than anticipated.

UPON A MOTION by Mr. Eddy and seconded by Mr. Hudson and with the unanimous consent of all Board members present, the Board approve the 2015-16 Budget Amendment.

DEMINIMIS SAFE HARBOR POLICY: Mrs. Ritch explained that at the request of our auditors we are establishing a capitalization policy or “DeMinimis Safe Harbor Policy”. This policy sets the threshold amount for minimum capitalization as more than \$5,000.00. Items costing \$5,000 and under will be expensed in the books. (This threshold applies to tangible property.)

UPON A MOTION by Mrs. Matthews and seconded by Mr. Borrowman and with the unanimous consent of all Board members present, the Board approved the proposed Capitalization Policy.

A SCHOOL PLANS: The Florida School Recognition Program recognizes schools that have demonstrated outstanding achievement and received an "A" rating or improved at least one letter grade from the previous school year. Dr. McDaniel explained that although grades are not in yet, we were requested to submit our school plans based on our A rating for prior years which were presented to the board for approval. Plans on use of Florida School Recognition Program funds must be agreed upon prior to 2/1/16.

UPON A MOTION by Mr. Hudson and seconded by Mr. Borrowman and with the unanimous consent of all Board members present, the Board approved the A School Plans presented.

ACCOUNTABILITY REPORT: Florida Statutes, requires every operating charter school to coordinate with its sponsoring district in submitting an annual accountability report to the Florida Department of Education. Mrs. Hinckley explained that report was completed in the Florida Department of Education Office of School Choice template report and is ready to be submitted to Sumter County, upon Board approval. Sumter County will then review the information and include any necessary and relevant comments. Upon completion of the review, The Villages Charter School Board is responsible for reviewing the report. A copy of the report was sent to each board member for review before sending to Sumter County School Board.

UPON A MOTION by Mr. Eddy and seconded by Mr. Hudson and with the unanimous consent of all Board members present, the Board approved the 2014-2015 Accountability Report to be sent to Sumter County School Board for reviewing.

HUMAN RESOURCES

HUMAN RESOURCES TRANSACTIONS: Dr. Lester confirmed everyone had reviewed the personnel transactions report.

UPON A MOTION by Mr. Borrowman and seconded by Mrs. Matthews and with the unanimous consent of all Board members present, the Board approved the proposed personnel transactions.

BOARD MEMBER REPORTS

NONE

BOARD ATTORNEY REPORT

Counsel Steve Johnson updated the board on current open cases and there is nothing to report since both cases are on hold with no activity since our last meeting.

OTHER CONSIDERATIONS

Dr. Lester opened the meeting for public input. **UPON A MOTION** by Mr. Hudson and seconded by Mr. Eddy the meeting was adjourned at 4:30 p.m.

Respectively submitted,
Katia Simmons