

**THE VILLAGES CHARTER SCHOOL, INC. BOARD MEETING**  
**September 29, 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: September 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  
Brian Hudson  
Gary Lester  
Tracy Mathews

Others in attendance were:

Barb Castro  
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 4:00 p.m. on September 29, 2016. Dr. Lester announced a quorum of the Directors was present and that the meeting could proceed.

**PUBLIC COMMENTS**

Private Student Dismissal Appeal presented by Mr. & Mrs. Matthew Plunkitt and Mrs. Barbara Plunkitt before the board of directors, legal counsel and Dr. McDaniel.

**CONSENT ITEMS**

Dr. Lester presented the minutes of the August 25, 2016 regular meeting and **UPON A MOTION** made by Mr. Borrowman and seconded by Mrs. Mathews and the unanimous consent of all Board members present, the Board approved the minutes of the August 25, 2016 meeting.

**INFORMATION REPORTS**

**FINANCIAL REPORT:** The Villages made no contributions to the charter school in the month of August. The Consolidated Statement of Revenue and Expenditures shows a net loss of (\$948,833) at August 21, 2016.

Donations/Miscellaneous Revenue:

There were no significant donations received in August.

Athletics:

The Villages made no contribution to Athletics for the month of July. The Athletics Department had a net income of \$147,052 and a year-to-date net income of \$263,163 and a net income of \$244,677 before salaries/benefits

Consolidated Entity/Entire Charter School:

At August 31, 2016, the total expenditures for the charter school as a whole were under budget by 13.5%, therefore reducing the amount of contributions needed.

**ENROLLMENT UPDATE:** Dr. McDaniel reported that our waiting list is currently at 29 students and of course we would like to see that at zero. 3<sup>rd</sup>, 4<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup> & 9<sup>th</sup> are currently at capacity, which puts almost every building at capacity with the exception of the Primary Center. We continue to monitor our numbers.

**OLD BUSINESS**

**FACILITY USAGE AGREEMENT:** Dr. McDaniel presented a Facility Usage Requests for Tri-County Baseball for High School baseball and one for the Buffalo Wrestling Club for K-8 for approval by the Board. All participants are students enrolled in The Villages Charter School.

**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 facilities usage requests.

**OUT OF FIELD TEACHERS:** Dr. McDaniel explained we have a new strategy with our gifted education and we currently have two regular classrooms teacher getting certified in gifted education. These teachers are considered "Out of Field" in this subject area but are working toward certification and have demonstrated knowledge of the subject areas they are teaching. Dr. McDaniel recommended the Board approve the memo for the teachers presented.

**UPON A MOTION** by Mr. Borrowman and seconded by Mr. Hudson and with the unanimous consent of all Board members present the Board approved the Out of Field Teachers.

**ESOL OUT OF FIELD TEACHERS:** Dr. McDaniel presented the teachers who are considered "Out of Field" in ESOL meaning these teachers have not yet completed the required number of hours of training. These teachers are working toward certification and have demonstrated knowledge of the subject area they are teaching. Dr. McDaniel recommended the Board approve the memo with the teachers presented.

**UPON A MOTION** by Mrs. Mathews and seconded by Mr. Borrowman and with the unanimous consent of all Board members present the Board approved the ESOL Out of Field Teachers.

**NEW BUSINESS**

**VCS SAVINGS PLAN RESOLUTION:** On May 30, 2013, The Villages Charter School, Inc. adopted Resolution # 2013-1 which implemented specific provisions of The Villages Charter School, Inc. Employee Savings Plan and its related Trust. Resolution # 2013-1 confirmed that a 401(k) Plan Committee was created to serve as the agent for the Plan Administrator and to perform other duties and responsibilities in relation to that Plan. Dr. McDaniel presented Resolution # 2017 -1 to amend

the membership of The Villages Charter School, Inc. Employees Savings Plan Committee to the board for approval.

**UPON A MOTION** by Mrs. Mathews and seconded by Mr. Borrowman and with the unanimous consent of all Board members present the Board approved the resolution presented upon making correction to one of the committee's members' title on the document.

**CLINICAL STUDENT AGREEMENT:** The Villages High School Health Science Academy students participate in a rotation program involving the senior clinical students. Our Health Sciences instructor has worked closely with The Villages Hospital staff for the past years to make sure all students had a great experience and represented VHS in a prepared and professional manner. The amendment to be approved is extending the original agreement and the October 12, 2016 amendment through October 11, 2017. Mrs. Hinckley, K-12 Curriculum Supervisor, worked with CFHA representatives to develop the agreement. Mr. Steve Johnson had the opportunity to review the previous years' agreements. There are no changes to the agreement for the October 11, 2017 extension. Board members can request copies of the original agreement and amendment from Cathy Hinckley.

**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 Fifth Amendment to Clinical Student Agreement as presented.

### **HUMAN RESOURCES**

**HUMAN RESOURCES TRANSACTIONS:** Dr. Lester confirmed everyone had reviewed the personnel transactions report and approved the rest of the HR transactions.

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

### **BOARD MEMBER REPORTS**

**NONE**

### **BOARD ATTORNEY REPORT**

**NONE**

### **OTHER CONSIDERATIONS**

**NONE**

**UPON A MOTION** by Mr. Eddy and seconded by Mr. Hudson the meeting was adjourned at 5:01 p.m.

Respectively submitted,  
Katia Simmons