

# MINUTES

## BOARD OF DIRECTORS MEETING

October 7, 2021 Board Meeting  
 10:00 AM – 12:00PM

VIA ZOOM

<b>MEETING FACILITATOR</b>	Leo Pacheco, Chairman of the Board	
<b>ATTENDEES PRESENT</b>	Susan Kile Nneka Nwakoby Debbie Hart Don Schroeder Teecy Matthews	Treasurer Secretary Director Director Executive Director
<b>NOT IN ATTENDANCE</b>	Kelly Thompson	Co-Chair
<b>GUESTS</b>		

### AGENDA

<b>AGENDA ITEM:</b>	<b>PRESENTER(S):</b>
Verification of Quorum and Opening Statement	Mr. Leo Pacheco
<b>DISCUSSION:</b>	
<b>MOTION (IF APPLICABLE):</b>	<b>OUTCOME:</b>
A MOTION TO APPROVE THE AGENDA WAS MADE BY MRS. NWAKOBY AND SECONDED BY MRS. KILE.	THE MOTION WAS PASSED UNANIMOUSLY.

<b>AGENDA ITEM:</b>	<b>PRESENTER(S):</b>
Approval of August 12, 2021 Special Meeting Minutes	Mr. Leo Pacheco
<b>DISCUSSION:</b>	
None	
<b>MOTION (IF APPLICABLE):</b>	<b>OUTCOME:</b>
A MOTION TO APPROVE THE AUGUST 12, 2021 SPECIAL MEETING MINUTES WAS MADE BY MRS. KILE AND SECONDED BY MRS. HART.	THE MOTION WAS PASSED UNANIMOUSLY.

<b>AGENDA ITEM:</b>	<b>PRESENTER(S):</b>
Nomination of Mrs. Nwakoby to another term on the Board and to the office of Secretary which she currently holds.	MR. LEO PACHECO
<b>DISCUSSION:</b>	
NONE	
<b>MOTION (IF APPLICABLE):</b>	<b>OUTCOME:</b>
A MOTION WAS MADE BY MR. PACHECO TO NOMINATE MRS. NWAKOBY FOR ANOTHER TERM ON THE BOARD AND TO CONTINUE IN HER POSITION AS BOARD SECRETARY AND SECONDED BY MRS. KILE.	THE MOTION WAS PASSED BY MAJORITY VOTE.

<b>AGENDA ITEM:</b>	<b>PRESENTER(S):</b>
Nomination of Mrs. Thompson to another term on the Board and to continue in her current role as Vice President of the Board.	MR. LEO PACHECO
<b>DISCUSSION:</b>	
NONE	
<b>MOTION (IF APPLICABLE):</b>	<b>OUTCOME:</b>
A MOTION WAS MADE BY MR. PACHECO TO NOMINATE MRS. THOMPSON TO ANOTHER TERM ON THE BOARD AND TO CONTINUE IN HER POSITION AS VICE-PRESIDENT OF THE BOARD AND WAS SECONDED BY MRS. NWAKOBY.	THE MOTION WAS PASSED BY MAJORITY VOTE.

<b>AGENDA ITEM:</b>	<b>PRESENTER(S):</b>
TREASURER'S REPORT	MRS. SUSAN KILE and Mrs. Teecy Matthews
<b>DISCUSSION:</b>	
<p>Mrs. Kile informed the Board that revenues from September had brought the accounts into the black, although our cash position was relatively poor currently. She then inquired about the number of students, specifically whether OCMS would be funded based on the school having 205 students. Mrs. Matthews indicated that she had requested that OCMS be funded based on the actual number of students attending versus using the previous years's number of students. Which given the significant increase in the population was not a tenable state of affairs. So as per Mrs. Matthews request the District began providing the additional funds starting in September. However, the additional funds for July and August were not provided as a lump sum. The \$50,000 will be disbursed in \$5,000 increments over ten months.</p> <p>Mrs. Matthews informed the Board that OCMS was eligible for a \$220,000 approximately, ESRA dollars for Covid support. Currently, we are eligible for reimbursements from the District for \$45,000. Mrs. Kile also informed the board that she and Mrs. Matthews had decided to meet and review the financials monthly to stay on top of any pressing matters.</p>	

Mrs. Matthews also informed the Board that October is FTE month which is, in essence, an audit of the school's numbers, schedules, coding, teacher certifications by the State of Florida and the District. The process will be repeated in February.

<b>MOTION (IF APPLICABLE):</b>	<b>OUTCOME:</b>
NONE	

<b>AGENDA ITEM:</b>	<b>PRESENTER(S):</b>
Budget 2021-22 Revisions	Mrs. Teecy Matthews

**DISCUSSION:**  
 Mrs. Matthews informed the board that she had sent out an update of changes she had made to the Budget. However, none of them were expenditure changes just adjustments. This is to keep us on track because the initial budget was based on 220 students and the school is currently at 205 students. The only actual change was a daily increase of \$2 per day for the PE teacher who also doubles as a bus driver.

<b>MOTION (IF APPLICABLE):</b>	<b>OUTCOME:</b>
NONE	

<b>AGENDA ITEM:</b>	<b>PRESENTER(S):</b>
High School and Facilities	Mr. Leo Pacheco and Mrs. Teecy Matthews

**DISCUSSION:**  
 Mr. Pacheco indicated that there was not a great deal to report at this time. While a lot of progress has not been made a lot of work and effort was taking place behind the scenes, but he did inform the Board that Building Hope had reached out for a meeting. Mr. Pacheco informed the Board that we had been advised by our attorney that he believed that our vision and plans may be better suited to partnering with Building Hope rather than Charter Schools Capital.

Mrs. Matthews informed the board that she was in communication with mr. Cope our current landlord and had also informed him about our initial discussions with Project Hope. Mr. Cope had put in a bid on the Winn-Dixie property but we later realized that there would be issues with having adequate parking. She also informed the Board that Project Hope was not necessarily interested in partnering with anyone. If they were to become involved they would buy the property by themselves. In addition the property previously occupied by Francis Marion HS is still available and fully built out. She spoke to a realtor regarding that property and it remains an option. The ARC building is also still in contention.

Mr. Cope made the suggestion to Mrs. Matthews of possibly using portable buildings and putting them on our current location. Mrs. Matthews, Mr. Pacheco and Mr. Schroeder will look at the feasibility of using the portables and the best locations for them in advance of the January meeting.

<b>MOTION (IF APPLICABLE):</b>	<b>OUTCOME:</b>
NONE	

<b>AGENDA ITEM:</b>	<b>PRESENTER(S):</b>
Executive Director's Report	Mrs. Teecy Matthews

**DISCUSSION:**

Mrs. Matthews shared with the board that based on the teacher salary increase last year which OCMS was able to give substantial increases which while not fully covered by the grant had the benefit of making our salaries highly competitive. The good news is that OCMS is receiving additional monies to maintain and slightly increase salaries. The state of Florida is providing an additional \$33,000 for that purpose.

Mrs. Matthews also shared that she was required to submit an ICP-Instructional Continuity Plan, related to Covid. This was also a requirement last year.

Due to changes to the law, if it is impossible to find a teacher and you are required to use a permanent substitute, that substitute must have a bachelor’s degree and be able to be certified in the subject which they are teaching. At OCMS, there are currently several permanent substitute teachers who do not meet this new requirement as of now, however there is currently a teacher shortage. Mrs. Matthews is doubling as the ESE teacher and the executive director at this time. She is also taking the test to become certified.

Mrs. Matthews informed the Board that she hired a part time social media and fund development person. She will work afternoons with Mrs. Matthews. She is going to be looking for grants and other sources of funds. She has already taken charge of the school’s Facebook page. Her first challenges include funding her own position, finding funds for the incoming HS Principal as well as helping secure funds for the upcoming building projects.

Mrs Matthews also informed the board that she had started reaching out to strategic people for an Advisory Board for the high school. The first meeting will be held in October. She is using the list of CSP interview questions and is looking for people who have expertise and knowledge in those areas. The overall goal is to improve our chances of obtaining the CSP grant which we can apply for again in January.

Mrs Matthews informed us that there was a meeting at the beginning of September regarding accreditation. However, that was put on hold do too having to complete the FTE assessment.

<b>MOTION (IF APPLICABLE):</b>	<b>OUTCOME:</b>
NONE	

<b>AGENDA ITEM:</b>	<b>PRESENTER(S):</b>
New Business	Mr. Leo Pacheco and Mrs. Teecy Matthews

**DISCUSSION:**

Mrs Matthew notified the board that last year all instructional teachers as well as the principal, Mr Posth, received \$1000 bonuses from the Florida Department of Education. This money went directly to the teachers. The District did the same for all of their other staff members. OCMS has several staff members who went above and beyond but did not receive anything. Mrs Matthews indicated that she would like to do something similar for them, and this would cost about \$8,750. These include the custodian, bus drivers, cafeteria staff, front office staff and a couple of teachers who did not get the bonus because they were permanent substitutes. Mrs. Matthews was budgeting \$1,000 for full time staff and \$500 for part time staff. This will be done as soon as money is available, likely around the end of the year.

Mr. Pacheco briefly discussed the difficulty of obtaining funds for the HS principal because there is no CCA,Inc. money yet and OCMS funds cannot be used to pay for HS needs. But with Mrs. Matthews

fundraiser/development staff, she can begin actively fundraising for CCA which will provide fund to use as necessary unless specifically earmarked for a specific purpose.

Mr. Pacheco discussed the new CCA, Inc. email addresses as we are no longer the Board of OCMS, we are now the Board of Clear Choice Academies, Inc.

Mr. Pacheco wanted to discuss some long term plans that he thinks could be useful for the high school. Specifically, he wants the Executive Director to consider the idea of having a business incubator program in the upcoming high school. Essentially, teaching and mentoring students on how to develop and start and run a business with the opportunity to pitch their ideas to business owners and/or venture capitalists.

MOTION (IF APPLICABLE):	OUTCOME:
NONE	

## CLOSURE

DATE OF NEXT MEETING	LOCATION	
January 13, 2022	Via Zoom	
MOTION (IF APPLICABLE) TO ADJOURN BY	SECONDED	TIME OF ADJOURNMENT
Mr. Pacheco	Mrs. Kile	11:39AM

### Board Secretary Certificate

I hereby certify that the foregoing Meeting Minutes were adopted by a majority vote of a quorum of the Governing Board of Directors at a duly noticed meeting held on 10/7/2021.

Nneka Nwakoby  
Board Secretary Signature

3/11/2022  
Date

Nneka Nwakoby  
Print Name