

Advantage Academy of Broward, Inc.
d/b/a
West Broward Academy
Governing Board Meeting Minutes
December 13, 2016

Present at Meeting

Bassema Iskandarani - Board Chair

Ana Diaz – Board Member (participation via phone)

Nathaniel Grasch – Board Member

Dr. Jennifer McKenna – Interim Principal, West Broward Academy

Mike Strader – Charter School Associates

Jill Balthazar, Charter School Associates

Claudia Barbarino, West Broward Academy

Joy Kanter, West Broward Academy

Parents:

Jacqui Luscombe

Angela Ford

Joelle Delva

Dever Smith

Meeting called to order at 6:40p.m. by Bassema Iskandarani.

A. Opening Exercises

Adoption of the agenda.

B. Public Comments

Several of the persons present asked to speak to the board.

C. Principal Reports

Dr. Jennifer McKenna reported enrollment at 381. Dr. McKenna said they are developing a positive culture among faculty and staff with the development of common goals.

D. Information Items

1. Mr. Strader informed the board that monthly financial reports are sent to board members and any questions regarding monthly financial reports may be directed to Ms. Merced. Each board member receives a comprehensive monthly financial report.
2. Mr. Strader said Ms. Bifora's resignation was reported to the Broward County Charter Office and individually to board members to preserve sunshine requirements. Board members also received a

copy of the letter informing parents regarding Dr. McKenna's assumption of duties as Interim Principal.

3. Mr. Strader reported on the promissory note between Advantage Academy of Broward, Inc. (AAB) and Charter School Associates (CSA) for start-up expenses. The promissory note memorializes a \$55,000.00 loan from CSA to AAB with terms of repayment in 2 years at 4%.

Mr. Strader also reported on the lease agreement between Cencor/Stoneham Bank and Advantage Academy of Broward, Inc. The lease terms are three years, with an approximate 6.5% interest rate factor and a \$1.00 buyout at the conclusion of the three year lease term. Because AAB did not have sufficient credit history for underwriters to approve the lease, CSA agreed to act as guarantor. The Board agreed to CSA's encumbrance of items under the lease along with the lessor's encumbrance in recognition of CSA's liability as guarantor of the lease.

4. Mr. Strader informed the board that the school's auditor prepared the 2015 Form 990 for review and approval by the Board.
5. Mr. Strader informed the board that the school's internal operating account required an updated bank signature card to include Interim Principal Dr. Jennifer McKenna.
6. Mr. Strader presented the 2016-2017 administrator and teacher evaluation plan as approved for use at West Broward Academy by Broward County Public Schools. Mr. Strader also presented the school's 2016-2017 pay for performance plan.
7. Mr. Strader said staff is working on the charter renewal updates and a draft copy of the renewal narrative was distributed to board members. A final copy will be distributed upon submission to the District.
8. There is a board resolution to be signed approving Interim Principal Dr. Jennifer McKenna.

E. Consent Agenda Items

Mr. Strader presented Consent Agenda Items for 12/13/2016 including the following:

1. Approval of Purchase Orders and Agreements executed between October 11, 2016 and December 13, 2016.
2. Approval of Personnel Certification Waivers
3. Approval of 2015 Form 990 for Advantage Academy of Broward, Inc.
4. Approve change of authorized bank signers for the internal account to remove L. Bifora and add J. Mckenna.

A motion to approve consent items was made by N. Grasch and seconded by B. Iskandarani. The motion was approved.

F. Items Scheduled for Action & Discussion

1. Ms. Iskandarani moved the Board Resolution to approve Dr. Jennifer McKenna as Interim Principal to the floor. After a brief discussion, Mr. Grascch made a motion to approve the Resolution, Ms. Iskandarani seconded and the motion was approved.
2. Ms. Iskandarani moved the approval of the promissory note between Advantage Academy of Broward, Inc. and Charter School Associates, Inc. for \$55,000.00. Mr. Grascch made a motion to approve Item 2, Ms. Diaz seconded the motion and it passed.
3. Ms. Iskandarani moved the Cencor/Stoneham Bank Lease to the floor. Mr. Grascch made a motion to approve Item 3, Ms. Diaz seconded and the motion was approved.
4. Ms. Iskandarani moved the approval of the management agreement between AAB and CSA to the floor. Mr. Grascch asked if there were any changes to the previous agreement. Mr. Strader explained that the new agreement is with Charter School Associates, Inc. rather than an subsidiary entity. The new agreement permits WBA to be recognized as an AdvancEd/SACS/CASI accredited school under CSA's District Accreditation status. Mr. Grascch made a motion to approve Item 4, Ms. Diaz seconded and the motion was approved.
5. Ms. Iskandarani moved the approval of the 2016-2017 Coach One Administrative and Instructional Evaluation plan to the floor. Mr. Strader informed the board that the plan had been approved for use at WBA by the District. Mr. Grascch made a motion to approve Item 5, Ms. Diaz seconded and the motion was approved.
6. Ms. Iskandarani moved authorization of the Board's Representative to submit the charter renewal documents and forms to the School Board of Broward County on behalf of the governing board. Mr. Grascch made a motion to approve Item 6, Ms. Diaz seconded and the motion was approved.

G. Board Member Reports

Mr. Grascch asked Dr. McKenna what special activities were planned for the holiday period and Dr. McKenna described the night time Holiday Program(s) planned for the week of December 19.

Meeting adjourned at 7:25p.m.

