

Advantage Academy of Broward, Inc.
d/b/a
West Broward Academy
Governing Board Meeting Minutes
December 4, 2018

Present at Meeting

Bassema Iskandarani - Board Chair
Nathaniel Grasch – Board Member
Andrew Winninger – Board Member
Donna Baggs – Principal, West Broward Academy
Derrick Hugue – Dean of Students
Michael Strader – Charter School Associates
Brian Strader – Charter School Associates
Brian Fisher – Charter School Associates
Joaquin Infante – Charter School Associates
Jill Balthazar – Charter School Associates

Meeting called to order at 5:02 p.m. by Bassema Iskandarani

A. Opening Exercises

Bassema Iskandarani, Board Chair, asked if there were any changes or revisions to the prior meeting minutes (September 18, 2018). Mr. Grasch requested a motion to approve the Governing Board meeting minutes for September 18, 2018. Ms. Iskandarani seconded the motion and all were in favor. Motion passed.

B. Public Comments

There were no public comments. Mr. Strader suggested that the Board take up the annual meeting before the Principal report so new board member Andrew Winninger could be introduced.

C. ANNUAL MEETING – Mike Strader noted in order to adhere to the corporate bylaws, there needs to be an Annual Corporation meeting for the election of officers. This action includes the removal of former member Ana Montesinos and the appointment of new member Andrew Winninger. Mr. Winninger introduced himself to the board. Mr. Winninger graduated from UCF with a degree in Marketing. He began his career working for non-profits. He worked for several companies before landing at Capital One where he currently works in Business Development for the South Florida and Mid-Atlantic region. Mr. Grasch motioned to nominate Andrew Winninger to be a member of the Advantage Academy of Broward, Inc. and Ms. Iskandarani seconded the motion. Ms. Iskandarani and Mr. Grasch welcomed Mr. Winninger to the Board. Ms. Baggs indicated that she has a potential parent from the school that has an interest in joining the board. Ms. Iskandarani proceeded with the election of officers. Mr. Grasch nominated Ms. Iskandarani for the position of President and Mr. Winninger seconded the nomination. Ms. Iskandarani nominated Mr. Grasch for the position of Vice President and Mr. Winninger seconded. Ms. Iskandarani nominated Mr. Winninger for the position of Secretary/Treasurer and Mr. Grasch seconded. The corporate officer positions were voted on as nominated and all positions were filled as nominated. Ms. Iskandarani called the annual meeting to a close to continue with the regularly scheduled governing board meeting.

RESUME GOVERNING BOARD MEETING

D. Principal Reports

Ms. Baggs noted the school started out the year as a “C” and has showed substantial academic gains since taking on new 6th graders. She reported enrollment at 536. The school has promoted successful fundraisers and a “meet the teacher night”. WBA students participated in skating night and the school celebrated both teacher and student of the month. The school has been recognized by the City of Margate for their activities and the Vice Mayor and Chief were at the school for reading day. WBA had 80 Dad’s in attendance for Dad’s day. Ms. Baggs is looking forward to the holiday show next week and the recent District site visit went well. Ms. Baggs displayed her data chart to the board that she uses to track student progress on every grade level. Ms. Iskandarani thanked Ms. Baggs for her team’s effort to make the school a success. Mr. Hugue, Dean at West Broward Academy has been named the school’ governing board liaison.

E. Information Items

1. Mr. Strader informed the Board that Mr. Fisher’s department prepares the financial reports that are sent to board members and any questions regarding monthly financial reports may be directed to Mr. Fisher at any time.
2. The school calendar follows Broward public schools with the exception of no early release days. Ms. Baggs noted the administration at West Broward Academy might want to participate in early release days.
3. The board meeting schedule was in the board packets and is published on the school website. The next meeting is scheduled for February 19, 2019.
4. The faculty and parent/student handbooks sent to the board electronically are proposed by Charter School Associates and largely follow Broward County public school system.
5. Mr. Fisher discussed the FY19 Budget Update.
6. Brian Strader discussed the NSLP (National School Lunch Program) Interagency Agreement between West Broward Academy and The Charter School at Waterstone (CSW). CSW serves as the School Food Authority or as a conduit for revenue and expenses associated with the school’s implementation of the Federal NSLP program.
7. The bylaws have been amended to reflect modernizing the operational documents of the governing board.
8. Mr. Fisher discussed the FY18 Audit Report.
9. The Capital Outlay report shows a value of under 272 with a threshold at 274. There is a new baseline for funding this year based on student enrollment.
10. Mr. Fisher noted the FY19 Title 1 budget update has increased for this year and the technology is incorporated as well.
11. Mike Strader discussed the Teacher/Administrator Evaluation Plan. The State of Florida requires charter schools to submit TEP based on models. Charter School Associates and the board made the decision to use the Marzano/Danielson model and update as necessary. If a board member is interested Jill Balthazar will forward the information.
12. CSA advised the board that changes in the payroll and HR benefit services were underway. The result would be better access to payroll information for employees and administrators and potential improvements to HR benefits.
13. Mr. Infante discussed planned improvements and updates to the school’s technology platform. Once completed he will report to the board including potential expenditures to replace servers and other network gear.

14. CSA provided board members with information regarding security improvements that had already been made, including the hiring of a Broward County police officer as a School Resource Officer and planned improvements.
15. Brian Strader presented information regarding a change to the capital threshold resolution.

F. Consent Agenda Items

Bassemma Iskandarani motioned approval of all Consent Items, one through twelve. The motion was seconded by Mr. Grascch and the motion was approved.

1. Approval of Purchase Orders and Agreements (since September 2018)
2. Approve Capital Threshold Resolution
3. Ratify FY Budget - WBA
4. Approve Board Liaison
5. Approve Handbooks, 2018-2019 – Employee and Student/Parent
6. Approve 2018-2019 School Calendar
7. Ratify FY 18 Audit
8. Approve FY19 Capital Outlay Plan
9. Approve FY19 Title 1 Budget
10. AAB, Inc. Approve First Amendment and Restatement of Bylaws
11. Approve Teacher/Administrator Evaluation Plan
12. Approval of Personnel Items (Exhibit A)

G. Items Scheduled for Action & Discussion – No Items Scheduled

H. Board Member Reports – There were no board member reports.

Meeting adjourned at 6:39 p.m.