



## **AGENDA**

### **REGULAR MEETING OF THE CAPE CORAL CHARTER SCHOOL GOVERNING BOARD**

**Tuesday, February 11, 2020**

**City Council Chambers**

**5:30 PM**

**1. CALL TO ORDER**

A. Chairman Michael Campbell

**2. MOMENT OF SILENCE:**

A. Chairman Michael Campbell

**3. PLEDGE OF ALLEGIANCE:**

A. Chairman Michael Campbell

**4. ROLL CALL:**

A. Chairman Michael Campbell, Vice-Chair Tami Traiger, John Gunter, Dist. 1, Vanessa Metzger, Dr. Guido Minaya, Susan Mitchell, Angela Ticich Parent Representatives: Jennifer Hoagland, Kristifer Jackson, Robert Miniaci

**5. APPROVAL OF MINUTES:**

A. Approval of Minutes of the Regular Governing Board Meeting on December 10, 2019

**6. APPROVAL OF AGENDA REGULAR MEETING:**

A. Approval of Regular Governing Board Meeting Agenda of February 11, 2020.

**7. PUBLIC COMMENT:**

A. Public Comment is limited to three(3) minutes per individual; 45 minutes total comment time.

**8. CONSENT AGENDA:**

A. Request for Acceptance and Approval of the Charter School Authority Governing Board Chairman's Initials and Signature on the

"Lee County School District Charter School Safety & Security Requirements Assurances 2019-2020" Readiness Checklist - Superintendent Collins

- B. Request for Acceptance and Approval of an NFL Community Football Fields Grant that includes the Concept of a Joint-Use Agreement Between the City, the Oasis Charter Schools, and the Lee County Hawks Football & Cheer Organization - Superintendent Collins
- C. Request for the Approval of a Proposed Oasis High School Summer 2021, 10-Day EF Tour to Madrid with Barcelona Extension - Ashley Denton, Educator, Oasis High School

**9. SUPERINTENDENT REPORT:**

- A. Superintendent Jacquelin Collins

**10. CHAIRMAN REPORT:**

- A. Chairman Michael Campbell

**11. FOUNDATION REPORT:**

- A. Gary Cerny, President

**12. STAFF COMMENT:**

- A. Dr Christina Britton, Principal, Oasis High School

**13. UNFINISHED BUSINESS:**

- A. No Activity

**14. NEW BUSINESS:**

- A. Request for Approval of "Resolution 49-20: A Resolution of the City Council of the City of Cape Coral, Florida, Requesting Renewal by the School District of Lee County of the Charter for the Cape Coral Charter School North (Christa McAuliffe Elementary) for a Term of 15 years, and Directing the City Manager to work with the Charter School Governing Board and the School Board of Lee County to Provide Required Documentation; Providing an Effective Date." - Superintendent Collins
- B. Request for Approval of "Resolution 50-20: A Resolution of the City Council of the City of Cape Coral, Florida Requesting Renewal by the School District of Lee County of the Charter for Cape Charter School South (Oasis Elementary) for a Term of 15 years, and Directing the City Manager to work with the Charter School Governing Board and the School Board of Lee County to Provide Required Documentation; Providing an Effective Date." - Superintendent Collins
- C. Request for Approval of the Expansion of the Salary Ranges and Updated Physical Requirements to be included in the Job Description for the Charter School Authority Principal, Charter

School Authority Assistant Principal, and Charter School Authority Teacher - Leisa Orcutt, S-CP, Human Resources Manager

- D. Request for Approval of the FY 2019-20 Budget Amendment No. 1  
- MaryAnne Moniz, Business Manager

**15. FINAL BOARD COMMENT AND DISCUSSION:**

**16. TIME AND DATE OF NEXT MEETING**

- A. The Next Regular Governing Board Meeting will be held on Tuesday, March 11, 2020 at 5:30p.m. in Cape Coral City Council Chambers, 1015 Cultural Park Blvd., Cape Coral, FL 33990
- B. The City of Cape Coral Charter School Authority Budget Workshop #1 is schedule for Thursday, April 16, 2020 at 8:30 a.m. at Nicholas Annex - Green Room/Conf Rm A-200, 815 Nicholas Parkway, Cape Coral, FL 33990
- C. The City of Cape Coral Charter School Authority Budget Workshop #2 is schedule for Thursday, May 14, 2020 at 8:30 a.m. at Nicholas Annex - Green Room/Conf Rm A-200, 815 Nicholas Parkway, Cape Coral, FL 33990

**17. ADJOURNMENT:**

Members of the audience who address the Board/Commission/Committee shall step up to the speaker's lectern and give his/her full name, address and whom he/she represents. Proper decorum shall be maintained at all time. Any audience member who is boisterous or disruptive in any manner to the conduct of this meeting shall be asked to leave or be escorted from the meeting room.

In accordance with the Americans with Disabilities Act and SS 286.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact the Human Resources Department whose Office is located at Cape Coral City Hall, telephone 1-239-574-0530 for assistance; if hearing impaired, telephone the Florida Relay Service Numbers, 1-800-955-8771 (TDD) or 1-800-955-8700 (v) for assistance. In accordance with Florida Statute 286.0105: any person who desires to appeal any decision at this meeting will need a record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is based.

<b>Item Number:</b>	<b>1.A.</b>
<b>Meeting Date:</b>	<b>2/11/2020</b>
<b>Item Type:</b>	<b>CALL TO ORDER</b>

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Chairman Michael Campbell

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**



**Item Number: 2.A.**

**Meeting Date: 2/11/2020**

**Item Type: MOMENT OF SILENCE:**

## **AGENDA REQUEST FORM**

City Of Cape Coral Charter School Authority

**TITLE:**

Chairman Michael Campbell

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**Item Number: 3.A.**

**Meeting**  
**Date:** 2/11/2020

**Item Type:** PLEDGE OF  
ALLEGIANCE:

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School  
Authority

**TITLE:**

Chairman Michael Campbell

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

<b>Item Number:</b>	<b>4.A.</b>
<b>Meeting Date:</b>	<b>2/11/2020</b>
<b>Item Type:</b>	<b>ROLL CALL:</b>

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Chairman Michael Campbell, Vice-Chair Tami Traiger, John Gunter, Dist. 1, Vanessa Metzger, Dr. Guido Minaya, Susan Mitchell, Angela Ticich Parent Representatives: Jennifer Hoagland, Kristifer Jackson, Robert Miniaci

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**Item Number: 5.A.**

**Meeting**

**2/11/2020**

**Date:**

**Item Type: APPROVAL OF MINUTES:**

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School  
Authority

**TITLE:**

Approval of Minutes of the Regular Governing Board Meeting on December 10, 2019

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**ATTACHMENTS:**

**Description**

▢ BOARD MINUTES DEC 10 2019

**Type**

Backup Material

# **GOVERNING BOARD MINUTES**

## **City of Cape Coral Charter School Authority**

### **Governing Board Regular Meeting**

City Council Chambers  
Tuesday, December 10, 2019 at 5:30p.m.



#### **1. Call to Order**

A meeting of the City of Cape Coral Charter School Authority Governing Board of Lee County, Florida, met on Tuesday, December 10, 2019 at City Council Chambers, Cape Coral FL 33990. Chairman Campbell called the meeting to order at 5:30p.m.

#### **2. Moment of Silence**

Chairman Campbell

#### **3. Pledge of Allegiance to the Flag of the United States of America**

Chairman Campbell

#### **4. Board Member Roll Call**

Present: Michael Campbell (C), John Gunter, Dist 1, Dr Guido Minaya, Susan Mitchell, Angela Ticich. Parent Representatives: Jackson(CME/OES), Miniaci (OMS), Hoagland (OHS) Absent  
Excused: Metzger, Traiger

Also Present: Jacquelin Collins, Superintendent

Danielle Jensen, Director of Procurement and Food Services

MaryBeth Grecsek, Interim Principal, Oasis Elementary

Carrie Abes, Interim Assistant Principal, Oasis Elementary

Kevin Brown, Principal, Christa McAuliffe Elementary

Tim Loughren, Assistant Principal, Oasis High School

Donnie Hopper, Principal, Oasis Middle School

Brianne Romano, Assistant Principal, Oasis Middle school

Heath Sterk, Educator, Oasis Middle

Dolores Menendez, City Attorney

Mark Moriarty, Assistant City Attorney, City of Cape Coral

Cape Coral Resident

Officer A. Miller, CCPD Detail

## **5. Approval of Previous Minutes**

Motion made by Member Gunter , Second by Member Minaya to approve the Minutes of the November 12, 2019 Regular Governing Board meeting. *Approved Unanimous*

## **6. Approval of Regular Meeting Agenda**

Motion made by Member Mitchell, Second by Member Minaya to approve the Agenda for the Regular Governing Board Meeting on December 10, 2019. *Approved Unanimous.*

## **7. Public Comment**

*No Activity*

## 8. Consent Agenda

Motion made by Member Minaya, Second by Member Mitchell to approve items under CONSENT.

*Approved Unanimous*

A. Requesting Approval of Adoption of Procurement Policy Thresholds Update, Ordinance #52-19 - Danielle Jensen, Director of Procurement **APPROVED**

B. Requesting Approval of the City of Cape Coral Charter School Authority Instructional Calendar School Year 2020-2021 - Superintendent Jacquelin Collins **APPROVED**

C. Requesting Approval of the City of Cape Coral Charter School Authority Budget Workshops 2020 - MaryAnne Moniz, Business Manager **APPROVED**

D. Requesting Approval of the City of Cape Coral Charter School Authority Balance of Governing Board Meeting Dates Years 2020/2021 - Superintendent Collins **APPROVED**

E. Requesting Approval of the City of Cape Coral Charter School Authority General Personnel Recommendations including Administrative, Certificated, Support, Substitute Staff and Out-of-Field Appointments for the Period of September - December 2019 - Superintendent Collins **APPROVED**

## 9. Superintendent Report

Welcomed Councilmember John Gunter, District 1, to the Charter School Authority Governing Board.

Discussed the Charter School renewal process for Christa McAuliffe Elementary and Oasis Elementary South. After a Resolution is developed and passed by City Council the City Manager will work with Lee County School Board officials finalize the contract(s) renewal.

Discussed moving forward with migration of system rebranding and creation of memorials to honor teacher, Christa McAuliffe.

Reported the Charter School Security Guard Shack will be in place by the start of January 2020 with a guard who is currently in-processing.

Reported administration will tour Florida Atlantic University Research Triangle to observe STEM curriculum and compatibility with CSA.



## 10. Chairman Report

Chairman Campbell welcomed Councilmember John Gunter, Dist 1, to the Governing Board. Also thanked the Superintendent, students, teachers and staff for a year well done and wished everyone Happy Holidays and a Happy New Year 2020.

## 11. Foundation Report

Gary Cerny, President congratulated everyone on a successful first half of the year and wished everyone a safe and happy holidays.

**Grants Applications:** The first round of grants applications is complete and all four schools were represented.

**Grant Funding:** Chris Demoya was able to secure a Walmart \$500 grant which will go to Christa McAuliffe Elementary to purchase additional Chromebooks.

**Rally on the Green:** Save the date - Saturday, February 29<sup>th</sup>. We plan to return to Royal Tee Golf Community and have a great time and charity drive. This year's theme is "Leap Year Rally at Cape Coral."

## 12. Staff Comment

Donnie Hopper, Principal, Oasis Middle:

Highlighted student performance vs. student attendance.

Discussed Reading, ELA and Math STAR results which are predictors for possible Spring FSA scores.

[Presentation]

## 13. Unfinished Business

*No Activity*

## 14. New Business

*No Activity*



## 15. Final Board Comment and Discussion

Chairman Campbell: Happy Holidays!

Member Metzger: Complimented the superintendent and staff on always doing such remarkable jobs for the system. Wishing all a Happy and Safe Holiday Season.

Member Minaya: Happy Holidays and New Year to Everyone.

Member Mitchell: Congratulations on getting all those great holiday events and performances the students have been providing the community. Merry Christmas and Happy Holidays and Happy New Year

Member Gunter: Appreciates the warm welcome and hopes to provide value and assistance to the CSA Board. He would like a tour of the school system and to meet with leadership to discuss areas to prioritize for funding and/or facility maintainance. Happy Holidays to one and all!

Member Ticich: Congratulated the teachers and student's on a year filled with achievements. Happy Holidays and Be Safe!

(Jackson)Parent Representative CME/OES: Merry Christmas and Happy Holidays!

(Miniaci) Parent Representative OMS: Be safe and Happy Holidays to Everyone!

(Hoagland) Parent Representative OHS/SAC: Great job first half of the school year and Happy Holidays!

## 16. Time and Date of Next Regular Meeting

The next Regular Governing Board Meeting will be held on Tuesday, January 14, 2020 at 5:30 p.m. in City Council Chambers.

## 17. Adjournment

The Governing Board adjourned at 6:08 p.m.

Respectfully Submitted,

Kathleen Paul-Evans

Charter School Authority Board Secretary

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Secretary

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Date of approval

<b>Item Number:</b>	<b>6.A.</b>
<b>Meeting Date:</b>	<b>2/11/2020</b>
<b>Item Type:</b>	<b>APPROVAL OF AGENDA REGULAR MEETING:</b>

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School  
Authority

**TITLE:**

Approval of Regular Governing Board Meeting Agenda of February 11, 2020.

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

<b>Item Number: 7.A.</b> <b>Meeting Date: 2/11/2020</b> <b>Item Type: PUBLIC COMMENT:</b>
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**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Public Comment is limited to three(3) minutes per individual; 45 minutes total comment time.

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

<b>Item Number: 8.A.</b>
<b>Meeting Date: 2/11/2020</b>
<b>Item Type: CONSENT AGENDA:</b>

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Request for Acceptance and Approval of the Charter School Authority Governing Board Chairman's Initials and Signature on the "Lee County School District Charter School Safety & Security Requirements Assurances 2019-2020" Readiness Checklist - Superintendent Collins

**SUMMARY:**

The Superintendent is requesting the Charter School Authority Governing Board accept and approve the initials and signature of the Board Chairman on the "*Lee County School District Charter School Safety & Security Requirements Assurances*" Readiness Checklist.

The *Assurances* document lists 14 safety items every school must be compliant with per statute. The initials and signature of both the School Principal and Board Chairman on the *Assurances* checklist are mandated by statute.

**ADDITIONAL INFORMATION:**

The Office of Safe Schools will make unannounced audit visits to check for school compliance with the provisions of SB 7030 and SB 7027.

A final document, the "*Charter School Safety and Security Requirement Compliance*" Checklist must be completed by each school principal by the end of the current school year.

**RECOMMENDED ACTION:**

The Superintendent is recommending the Charter School Authority Governing Board accept and approve the initials and signature of the Board Chairman on the "*Lee County School District Charter School Safety & Security Requirements Assurances*" Readiness Checklist.

**ATTACHMENTS:**

Description	Type
SAFETY & SECURITY ASSURANCE 2019-20	Backup Material





## Lee County School District

### 2019-2020 Charter School Safety and Security Requirement Assurances

<b>Print School Location #:</b> 4181	<b>Print School Name:</b> Oasis High School	<b>Print Principal Name:</b> Christina M. Britton
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By initialing the items below, both the Principal and Governing Board Chair are jointly providing assurance that they have read, discussed and agree to insure the full compliance of the school with Florida law and the rules and safety mandates promulgated by the Office of Safe Schools for the 2019-2020 school year.

**Note:** To date (12-06-2019), compliance requirements with SB 7026 and SB 7030, as set forth by the FDOE, are listed below (Items 1-14). However, all schools are required to meet the compliance expectations of existing and new safety mandates defined by the FLDOE in a timely manner.

REQUIREMENTS	Principal	Board Chair
1. The school will engage at least one Safe School Officer who will be physically present on the campus while school is in session, and who will meet background and training requirements in accordance with s.1006.12, F.S.	CMB	
2. The FSSAT will be submitted to the FLDOE Office of Safe Schools as indicated by deadlines set by the SDLC. FSSAT results will be shared with the Governing Board and will be available to SDLC via the FSSAT website.	CMB	
3. The school will conduct a First Responder/Law Enforcement Agency tour of the school site (at least once per 3 years).	CMB	
a. Law Enforcement	-	
b. Emergency Medical Services	-	
c. Fire Department	-	
4. The school will have at least one employee who has completed the on-line SESIR training at <a href="http://www.SESIR.org">www.SESIR.org</a> .	CMB	
5. The school will submit accurate and timely SESIR incident reports for upload to the FLDOE for Surveys 2, 3 & 5.	CMB	
6. The school will implement and promote the use of the <b>FortifyFL</b> app and will post the app on the school website. The school will install the <b>FortifyFL</b> app on all mobile devices and will bookmark the website on all computer devices issued to students. The school will promote the <b>FortifyFL</b> app in its publications such as newsletters and student handbooks.	CMB	
7. The school and its Governing Board will adopt an <i>Active Assailant/Shooter Response Plan</i> .	CMB	
8. The school will conduct Faculty/Staff training on the <i>Emergency Response Plan</i> , the <i>Mental Health Assistance Plan</i> and the <i>Active Assailant/Shooter Response Plan</i> .	CMB	
9. All school staff will participate in the <i>Mental Health Awareness and Assistance Training Course</i> .	CMB	
10. A Threat Assessment Team will be established as prescribed by s.1006.07, F.S., and SBE rules, and will conduct team meetings and utilize the behavioral threat assessment instrument developed by the Office of Safe Schools.	CMB	
11. Upon a student's transfer, the Threat Assessment Team will ensure that intervention services remain in place until the Threat Assessment Team of the receiving school determines the need for continuation of intervention services.	CMB	
12. Upon a student's transfer, the transfer of student records from school to school will occur within three school days.	CMB	
13. The school will conduct all required Safety Drills by stated deadlines as outlined in <i>SDLC Safety and Security Procedures</i> .	CMB	
14. The school will establish a schedule and conduct periodic testing of the functionality and coverage capacity of emergency communications systems and will determine if adequate signal strength is available throughout the campus.	CMB	



### Threat Assessment Team Members

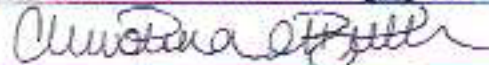
Position / Title in accordance with s. 1006.07 F.S.	Name	Employee ID Number
School Administrator	Christina M. Britton	100217009
Person with Expertise in Counseling	Jared Hennig	100217408
Law Enforcement	SRO – Dave Zeiko	n/a
<b>Select One</b> <input type="checkbox"/> School Safety Officer <input type="checkbox"/> School Guardian <input type="checkbox"/> School Security Guard		
FortifyFL Administrator	Christina M. Britton	100217009
Other – Social Worker	Gianna Reese	100218001

The signatures below confirm that all the items listed above will be completed for the 2019-2020 school year.

The school will maintain evidence of compliance, which will be available upon request.

All above listed safety requirements are subject to change based on state statutes and regulations.

Christina M. Britton



2/18/2020

Principal (print name above)

Signature

Date

Governing Board Chair (print name above)

Signature

Date





**Lee County School District**  
**2019-2020 Charter School Safety and Security Requirement Assurances**

<b>Print School Location #:</b> 4171	<b>Print School Name:</b> Oasis Middle	<b>Print Principal Name:</b> Donnie Hopper
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By initialing the items below, both the Principal and Governing Board Chair are jointly providing assurance that they have read, discussed and agree to insure the full compliance of the school with Florida law and the rules and safety mandates promulgated by the Office of Safe Schools for the 2019-2020 school year.

**Note:** To date (12-06-2019), compliance requirements with SB 7026 and SB 7030, as set forth by the FDOE, are listed below (Items 1-14). However, all schools are required to meet the compliance expectations of existing and new safety mandates defined by the FLDOE in a timely manner.

REQUIREMENTS	Principal	Board Chair
1. The school will engage at least one Safe School Officer who will be physically present on the campus while school is in session, and who will meet background and training requirements in accordance with s.1006.12, F.S.	[Signature]	
2. The FSSAT will be submitted to the FLDOE Office of Safe Schools as indicated by deadlines set by the SDLC. FSSAT results will be shared with the Governing Board and will be available to SDLC via the FSSAT website.	[Signature]	
3. The school will conduct a First Responder/Law Enforcement Agency tour of the school site (at least once per 3 years).		
a. Law Enforcement	[Signature]	
b. Emergency Medical Services	[Signature]	
c. Fire Department	[Signature]	
4. The school will have at least one employee who has completed the on-line SESIR training at www.SESIR.org.	[Signature]	
5. The school will submit accurate and timely SESIR incident reports for upload to the FLDOE for Surveys 2, 3 & 5.	[Signature]	
6. The school will implement and promote the use of the <b>FortifyFL</b> app and will post the app on the school website. The school will install the <b>FortifyFL</b> app on all mobile devices and will bookmark the website on all computer devices issued to students. The school will promote the <b>FortifyFL</b> app in its publications such as newsletters and student handbooks.	[Signature]	
7. The school and its Governing Board will adopt an <i>Active Assailant/Shooter Response Plan</i> .	[Signature]	
8. The school will conduct Faculty/Staff training on the <i>Emergency Response Plan</i> , the <i>Mental Health Assistance Plan</i> and the <i>Active Assailant/Shooter Response Plan</i> .	[Signature]	
9. All school staff will participate in the <i>Mental Health Awareness and Assistance Training Course</i> .	[Signature]	
10. A Threat Assessment Team will be established as prescribed by s.1006.07, F.S., and SBE rules, and will conduct team meetings and utilize the behavioral threat assessment instrument developed by the Office of Safe Schools.	[Signature]	
11. Upon a student's transfer, the Threat Assessment Team will ensure that intervention services remain in place until the Threat Assessment Team of the receiving school determines the need for continuation of intervention services.	[Signature]	
12. Upon a student's transfer, the transfer of student records from school to school will occur within three school days.	[Signature]	
13. The school will conduct all required Safety Drills by stated deadlines as outlined in <i>SDLC Safety and Security Procedures</i> .	[Signature]	
14. The school will establish a schedule and conduct periodic testing of the functionality and coverage capacity of emergency communications systems and will determine if adequate signal strength is available throughout the campus.	[Signature]	



### Threat Assessment Team Members

Position / Title in accordance with s. 1006.07 F.S.	Name	Employee ID Number
School Administrator	Donnie Hopper	361440647
Person with Expertise in Counseling	Katie Scibetta	100205631
Law Enforcement	Jamie Bungard, SRO	N/A
<b>Select One</b> <input type="checkbox"/> School Safety Officer <input type="checkbox"/> School Guardian <input type="checkbox"/> School Security Guard		
<b>FortifyFL</b> Administrator	Donnie Hopper	361440647
Other – Assistant Principal	Brianne Romano	287923784
Other – Contracted Mental Health Professional	Marek Moldowsky	N/A
Other – Dean of Students	Amy Picciolo	100201480
Other – Social Worker	Gianna Reese	100218001

The signatures below confirm that all the items listed above will be completed for the 2019-2020 school year.

The school will maintain evidence of compliance, which will be available upon request.

All above listed safety requirements are subject to change based on state statutes and regulations.

Donnie Hopper



2-5-20

Principal (print name above)

Signature

Date

Michael Campbell

Governing Board Chair (print name above)

Signature

Date





**Lee County School District**  
**2019-2020 Charter School Safety and Security Requirement Assurances**


<b>Print School Location #:</b> 36-4143	<b>Print School Name:</b> Oasis Elementary South	<b>Print Principal Name:</b> MaryBeth Grecsek
<p>By initialing the items below, both the Principal and Governing Board Chair are jointly providing assurance that they have read, discussed and agree to insure the full compliance of the school with Florida law and the rules and safety mandates promulgated by the Office of Safe Schools for the 2019-2020 school year.</p> <p><b>Note:</b> To date (12-06-2019), compliance requirements with SB 7026 and SB 7030, as set forth by the FDOE, are listed below (Items 1-14). However, all schools are required to meet the compliance expectations of existing and new safety mandates defined by the FLDOE in a timely manner.</p>		
REQUIREMENTS	Principal	Board Chair
1. The school will engage at least one Safe School Officer who will be physically present on the campus while school is in session, and who will meet background and training requirements in accordance with s.1006.12, F.S.	MS	
2. The FSSAT will be submitted to the FLDOE Office of Safe Schools as indicated by deadlines set by the SDLC. FSSAT results will be shared with the Governing Board and will be available to SDLC via the FSSAT website.	MS	
3. The school will conduct a First Responder/Law Enforcement Agency tour of the school site (at least once per 3 years).	MS	
a. Law Enforcement	MS	
b. Emergency Medical Services	MS	
c. Fire Department	MS	
4. The school will have at least one employee who has completed the on-line SESIR training at <a href="http://www.SESIR.org">www.SESIR.org</a> .	MS	
5. The school will submit accurate and timely SESIR incident reports for upload to the FLDOE for Surveys 2, 3 & 5.	MS	
6. The school will implement and promote the use of the <b>FortifyFL</b> app and will post the app on the school website. The school will install the <b>FortifyFL</b> app on all mobile devices and will bookmark the website on all computer devices issued to students. The school will promote the <b>FortifyFL</b> app in its publications such as newsletters and student handbooks.	MS	
7. The school and its Governing Board will adopt an <i>Active Assailant/Shooter Response Plan</i> .	MS	
8. The school will conduct Faculty/Staff training on the <i>Emergency Response Plan</i> , the <i>Mental Health Assistance Plan</i> and the <i>Active Assailant/Shooter Response Plan</i> .	MS	
9. All school staff will participate in the <i>Mental Health Awareness and Assistance Training Course</i> .	MS	
10. A Threat Assessment Team will be established as prescribed by s.1006.07, F.S., and SBE rules, and will conduct team meetings and utilize the behavioral threat assessment instrument developed by the Office of Safe Schools.	MS	
11. Upon a student's transfer, the Threat Assessment Team will ensure that intervention services remain in place until the Threat Assessment Team of the receiving school determines the need for continuation of intervention services.	MS	
12. Upon a student's transfer, the transfer of student records from school to school will occur within three school days.	MS	
13. The school will conduct all required Safety Drills by stated deadlines as outlined in <i>SDLC Safety and Security Procedures</i> .	MS	
14. The school will establish a schedule and conduct periodic testing of the functionality and coverage capacity of emergency communications systems and will determine if adequate signal strength is available throughout the campus.	MS	



### Threat Assessment Team Members

Position / Title in accordance with s. 1006.07 F.S.	Name	Employee ID Number
School Administrator	MaryBeth Grecsek	202591061
Person with Expertise in Counseling	Stefanii Foster	100215243
Law Enforcement	Coby Palmer	N/A
<b>Select One</b> <input checked="" type="checkbox"/> School Safety Officer <input type="checkbox"/> School Guardian <input type="checkbox"/> School Security Guard		
<b>FortifyFL</b> Administrator	MaryBeth Grecsek	202591061
Other	Gianna Reese	100218001

The signatures below confirm that all the items listed above will be completed for the 2019-2020 school year.  
 The school will maintain evidence of compliance, which will be available upon request.  
 All above listed safety requirements are subject to change based on state statutes and regulations.

MaryBeth Grecsek		2/5/20
Principal (print name above)	Signature	Date
Governing Board Chair (print name above)	Signature	Date





**Lee County School District**  
**2019-2020 Charter School Safety and Security Requirement Assurances**

Print School Location #: 4151	Print School Name: Christa McAuliffe Charter Elementary	Print Principal Name: Kevin Brown
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By initialing the items below, both the Principal and Governing Board Chair are jointly providing assurance that they have read, discussed and agree to insure the full compliance of the school with Florida law and the rules and safety mandates promulgated by the Office of Safe Schools for the 2019-2020 school year.

Note: To date (12-06-2019), compliance requirements with SB 7026 and SB 7030, as set forth by the FDOE, are listed below (Items 1-14). However, all schools are required to meet the compliance expectations of existing and new safety mandates defined by the FLDOE in a timely manner.

**REQUIREMENTS**

		Principal	Board Chair
1.	The school will engage at least one Safe School Officer who will be physically present on the campus while school is in session, and who will meet background and training requirements in accordance with s.1006.12, F.S.	KB	
2.	The FSSAT will be submitted to the FLDOE Office of Safe Schools as indicated by deadlines set by the SDLC. FSSAT results will be shared with the Governing Board and will be available to SDLC via the FSSAT website.	KB	
3.	The school will conduct a First Responder/Law Enforcement Agency tour of the school site (at least once per 3 years).	KB	
	a. Law Enforcement	KB	
	b. Emergency Medical Services	KB	
	c. Fire Department	KB	
4.	The school will have at least one employee who has completed the on-line SESIR training at <a href="http://www.SESIR.org">www.SESIR.org</a> .	KB	
5.	The school will submit accurate and timely SESIR incident reports for upload to the FLDOE for Surveys 2, 3 & 5.	KB	
6.	The school will implement and promote the use of the <b>FortifyFL</b> app and will post the app on the school website. The school will install the <b>FortifyFL</b> app on all mobile devices and will bookmark the website on all computer devices issued to students. The school will promote the <b>FortifyFL</b> app in its publications such as newsletters and student handbooks.	KB	
7.	The school and its Governing Board will adopt an <i>Active Assailant/Shooter Response Plan</i> .	KB	
8.	The school will conduct Faculty/Staff training on the <i>Emergency Response Plan</i> , the <i>Mental Health Assistance Plan</i> and the <i>Active Assailant/Shooter Response Plan</i> .	KB	
9.	All school staff will participate in the <i>Mental Health Awareness and Assistance Training Course</i> .	KB	
10.	A Threat Assessment Team will be established as prescribed by s.1006.07, F.S., and SBE rules, and will conduct team meetings and utilize the behavioral threat assessment instrument developed by the Office of Safe Schools.	KB	
11.	Upon a student's transfer, the Threat Assessment Team will ensure that intervention services remain in place until the Threat Assessment Team of the receiving school determines the need for continuation of intervention services.	KB	
12.	Upon a student's transfer, the transfer of student records from school to school will occur within three school days.	KB	
13.	The school will conduct all required Safety Drills by stated deadlines as outlined in <i>SDLC Safety and Security Procedures</i> .	KB	
14.	The school will establish a schedule and conduct periodic testing of the functionality and coverage capacity of emergency communications systems and will determine if adequate signal strength is available throughout the campus.	KB	



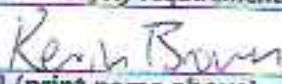

### Threat Assessment Team Members

Position / Title in accordance with s. 1006.07 F.S.	Name	Employee ID Number
School Administrator	Kevin Brown	100201261
Person with Expertise in Counseling	Gianna Reese	100218001
Law Enforcement	Gene Raphael	N/A
Select One <input checked="" type="checkbox"/> School Safety Officer <input type="checkbox"/> School Guardian <input type="checkbox"/> School Security Guard	Gene Raphael	N/A
FortifyFL Administrator	Kevin Brown	100201261
Other: Assistant Principal	Kelly Weeks	100201173

The signatures below confirm that all the items listed above will be completed for the 2019-2020 school year.

The school will maintain evidence of compliance, which will be available upon request.

All above listed safety requirements are subject to change based on state statutes and regulations.

		2-5-2020
Principal (print name above)	Signature	Date
Governing Board Chair (print name above)	Signature	Date

<b>Item Number: 8.B.</b>
<b>Meeting Date: 2/11/2020</b>
<b>Item Type: CONSENT AGENDA:</b>

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Request for Acceptance and Approval of an NFL Community Football Fields Grant that includes the Concept of a Joint-Use Agreement Between the City, the Oasis Charter Schools, and the Lee County Hawks Football & Cheer Organization - Superintendent Collins

**SUMMARY:**

The Oasis Charter Schools, with the assistance of the Ferguson Group, would like to apply for "The Foundation Grassroots Program, *A Community Football Fields Program*," grant which is specifically a field surface fund to help rehabilitate football playing fields, and to construct a football practice field for Oasis High School. A requirement of this grant is that we partner with the City and other local youth programs within the City, so that the field will be a community asset. **The due date for the fully completed application is August 30, 2019.**

**ADDITIONAL INFORMATION:**

We intend to apply for two levels of funding. The first is **General Field Support** for requests up to \$50,000 for capital projects such as lighting, bleachers, concession stands, irrigation systems, etc. The second level is for **Field Surface Grants** which are matching grants of up to \$100,000 to help finance the resurfacing of a community high school football field utilizing natural grass/sod surfaces.

Although the Oasis Charter Schools is the lead applicant in the grant process, we are seeking a partnerships commitment from the City of Coral. The initial steps for partnership would include a letter from the City Council approving the concept of a joint-use agreement between the City, the Oasis Charter Schools, and the Lee County Hawks Football & Cheer Organization. Additionally, the City would then need to issue a matching funds commitment letter, resolution and ordinance.

The Oasis Charter Schools also kindly requests the Council to approve \$134,000, which is an estimated cost to improve the field as proposed by JSM Services, Inc. In addition, the Oasis Charter Schools will contribute up to \$50,000, and the Hawks Organization will contribute \$10,000 toward this project.

**RECOMMENDED ACTION:**

We believe a winning grant will be an opportunity for our charter school system to use a quality neighborhood asset as a resource to connect with larger segments of our community, and therefore, expand our contribution to the active lifestyle of our residents.

Recommendation is to accept the requirements of the grant program and approve the concept of a joint-use agreement between the City, the Oasis Charter Schools, and the Lee County Hawks Football & Cheer Organization.

<b>Item Number: 8.C.</b>
<b>Meeting Date: 2/11/2020</b>
<b>Item Type: CONSENT AGENDA:</b>

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Request for the Approval of a Proposed Oasis High School Summer 2021, 10-Day EF Tour to Madrid with Barcelona Extension - Ashley Denton, Educator, Oasis High School

**SUMMARY:**

Ms Ashely Denton, OHS Educator, would like to chaperone Oasis High School students on a 10-Day Madrid-Barcelona, Spain EF Tour during the period of June 18/22-29, 2021 approximate.

The trip would include travel to Madrid with an extension to Barcelona, Spain. Please see the EF link for more details:

<https://www.eftours.com/educational-tour/madrid-cordoba-seville?query=madrid>

The estimated cost is \$3,985 per student. This is lower than last year's trip to the Mediterranean, and if a parent meeting and agreement can occur by the end of February any students who register for the trip will receive \$200 off their trip for a total of \$3,785.

**ADDITIONAL INFORMATION:**

Students will have the opportunity to retrieve high school credit for their travel. Please see the schedule of eligibility and credit retrieval.

**RECOMMENDED ACTION:**

Recommending Approval of the OHS Madrid-Barcelona, Spain EF Tour 2021 with student's receiving high school credit for their travel.

**ATTACHMENTS:**

Description	Type
EF TRAVEL CREDIT FOR STUDENTS	Backup Material

## Make the most of your EF tour. It's the smart way to go.

Students can earn high school or college credit, and educators can earn professional learning hours/points or graduate-level university credit—all as they make their travel experience even more engaging.

We're accredited, just like your school. EF courses are aligned with National Social Studies Standards (NCSS), 21st Century Learning (P21), Standards for Foreign Language Learning (ACTFL), Common Core State Standards for English Language Arts and Literacy in History/Social Studies, and the EdSteps Global Competency Matrix.

Grading, credit, and transcripts are provided by EF or our university partner, Southern New Hampshire University. We recommend checking your district or supervisor's policy for accepting transfer credit.

Whether you're interested in earning high school credit, college credit, or professional learning hours/points, our Education Department is here to help you get started. Email [education.department@ef.com](mailto:education.department@ef.com) today.

EF Education First  
and EF Educational Tours  
are accredited by:







## For students

### 1. High school credit

<b>Coursework</b>	Students can earn high school credit with weShare, EF's personalized learning experience, by developing an essential question to investigate on tour and creating a post-tour project.
<b>Eligibility</b>	U.S. students in grades 9–12 taking an EF tour are eligible for credit.
<b>Credit</b>	Successful course completion will earn students <b>0.5 elective high school credits</b> . After submitting their projects, students can email <a href="mailto:education.department@ef.com">education.department@ef.com</a> for their transcripts.
<b>Cost</b>	Tuition is free and there are no fees.
<b>Deadline</b>	Students must register no later than 7 days before leaving for tour.
<b>Learn more</b>	Visit <a href="http://www.eftours.com/weShare">www.eftours.com/weShare</a> .
<b>Register</b>	Contact our Traveler Support Team at <b>888-333-9756</b> to enroll in weShare.

### 2. College credit

<b>Coursework</b>	Students can earn college credit by completing a series of assignments and a final research project with EF's university partner, Southern New Hampshire University.
<b>Eligibility</b>	U.S. students in grades 9–12 taking an EF tour are eligible for credit.
<b>Credit</b>	Successful course completion will earn students <b>3.0 college credits</b> .
<b>Cost</b>	Tuition is <b>\$215</b> for all tours departing before September 2020.
<b>Deadline</b>	We recommend students register at least a month prior to departure. For late registrations, including post-tour, email <a href="mailto:education.department@ef.com">education.department@ef.com</a> .
<b>Learn more and register</b>	For full course details and course registration, visit <a href="http://www.eftours.com/snhstudent">www.eftours.com/snhstudent</a> .

#### Thinking about college applications?

With EF's UnCommon App students use their tour as inspiration for a personal essay admissions officers can't resist. Learn more at [www.eftours.com/uncommon](http://www.eftours.com/uncommon).

## For educators

### 1. Professional learning hours/points

<b>Coursework</b>	Educators can earn professional learning hours/points through experiential learning research, reflection, and unit planning.
<b>Eligibility</b>	All educators traveling on an EF tour are eligible to enroll.
<b>Credit</b>	Successful course completion will earn educators <b>45 professional learning hours/points</b> .
<b>Cost</b>	Tuition is free and there are no fees.
<b>Deadline</b>	Educators must register no later than 7 days before leaving for tour.
<b>Learn more</b>	Email <a href="mailto:education.department@ef.com">education.department@ef.com</a> with questions or to get started.

### 2. Graduate-level university credit

<b>Coursework</b>	Educators can earn graduate-level university credit through research, travel, and reflection with EF's university partner, Southern New Hampshire University.
<b>Eligibility</b>	All educators traveling on an EF tour are eligible to enroll.
<b>Credit</b>	Successful course completion will earn educators <b>3.0 or 6.0 graduate-level university credits</b> .
<b>Cost</b>	Tuition is <b>\$285</b> per 3.0 credit course and <b>\$450</b> per 6.0 credit course.
<b>Deadline</b>	For the optimal course experience, educators should register at least two weeks prior to departure. For late registrations email <a href="mailto:education.department@ef.com">education.department@ef.com</a> .
<b>Learn more and register</b>	For full course details and course registration, visit <a href="http://www.eftours.com/snheducator">www.eftours.com/snheducator</a> .

Item Number:	9.A.
Meeting Date:	2/11/2020
Item Type:	SUPERINTENDENT REPORT:

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School  
Authority

**TITLE:**

Superintendent Jacquelin Collins

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

<b>Item Number: 10.A.</b> <b>Meeting Date: 2/11/2020</b> <b>Item Type: CHAIRMAN REPORT:</b>
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**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Chairman Michael Campbell

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**Item Number: 11.A.**

**Meeting Date: 2/11/2020**

**Item Type: FOUNDATION REPORT:**

## **AGENDA REQUEST FORM**

City Of Cape Coral Charter School Authority

**TITLE:**

Gary Cerny, President

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

<b>Item Number:</b> 12.A. <b>Meeting Date:</b> 2/11/2020 <b>Item Type:</b> STAFF COMMENT:
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**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Dr Christina Britton, Principal, Oasis High School

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

**Item Number: 13.A.**

**Meeting Date: 2/11/2020**

**Item Type: UNFINISHED BUSINESS:**

## **AGENDA REQUEST FORM**

City Of Cape Coral Charter School Authority

**TITLE:**

No Activity

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

<b>Item Number:</b>	<b>14.A.</b>
<b>Meeting Date:</b>	<b>2/11/2020</b>
<b>Item Type:</b>	<b>NEW BUSINESS:</b>

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Request for Approval of "Resolution 49-20: A Resolution of the City Council of the City of Cape Coral, Florida, Requesting Renewal by the School District of Lee County of the Charter for the Cape Coral Charter School North (Christa McAuliffe Elementary) for a Term of 15 years, and Directing the City Manager to work with the Charter School Governing Board and the School Board of Lee County to Provide Required Documentation; Providing an Effective Date." - Superintendent Collins

**SUMMARY:**

WHEREAS, the City of Cape Coral desires to renew the Charter School North (Christa McAuliffe Elementary) for a term of 15 years and to direct the City Manager to work with the Charter School Governing Board and the School Board of Lee County to prepare and provide the written documentation required in the Charter Renewal Process.

**ADDITIONAL INFORMATION:**

WHEREAS, the "Effective Date." This Resolution shall take effect immediately upon its adoption by the Cape Coral City Council.

**RECOMMENDED ACTION:**

The Charter School Governing Board requests the City Council direct the City Manager to work with the Charter School Governing Board and the School Board of Lee County to prepare and provide the written documentation required for the renewal of the Charter for the Cape Coral Charter School North (Christa McAuliffe Elementary) for the term of 15 years.

**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
▣ RESOLUTION 49-20 - OASIS NORTH CHARTER	Backup Material

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPE CORAL, FLORIDA, REQUESTING RENEWAL BY THE SCHOOL DISTRICT OF LEE COUNTY OF THE CHARTER FOR CAPE CORAL CHARTER SCHOOL NORTH (CHRISTA MCAULIFFE ELEMENTARY) FOR A TERM OF 15 YEARS, AND DIRECTING THE CITY MANAGER TO WORK WITH THE CHARTER SCHOOL GOVERNING BOARD AND THE SCHOOL BOARD OF LEE COUNTY TO PROVIDE REQUIRED DOCUMENTATION; PROVIDING AN EFFECTIVE DATE.

WHEREAS, on January 12, 2004, the City Council adopted a Charter School Contract between the City of Cape Coral and The School Board of Lee County for Charter School North (Christa McAuliffe Elementary); and

WHEREAS, pursuant to the terms of the contract, the Contract serves as the Charter for the operation of the schools; and

WHEREAS, on January 22, 2004, the Charter School Contract was approved by the School Board of Lee County; and

WHEREAS, the Charter School Contract is effective until June 30, 2020; and

WHEREAS, pursuant to School Board Policy 2.28, "Charter Renewal Process", the City must submit a written request to the School District requesting renewal of the charter school Charter and submit written documentation showing how each of the criteria established in §1002.33(7)(a)(1-16) have been met, and verifying that none of the causes for termination established in §1002.33(8)(a) exist; and

WHEREAS, the City of Cape Coral desires to renew the Charter for Charter School North (Christa McAuliffe Elementary) for a term of 15 years and to direct the City Manager to work with the Charter School Governing Board and the School Board of Lee County to prepare and provide the written documentation required in the Charter Renewal Process.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAPE CORAL, FLORIDA, AS FOLLOWS:

SECTION 1. The City Council hereby requests renewal by the School District of Lee County of the Charter for Cape Coral Charter School North (Christa McAuliffe Elementary) for a term of 15 years.

SECTION 2. The City Council hereby directs the City Manager to work with the Charter School Governing Board and the School Board of Lee County to prepare and provide the written documentation required for the renewal of the Charter for Cape Coral Charter School North (Christa McAuliffe Elementary).

SECTION 2. Effective Date. This Resolution shall take effect immediately upon its adoption by the Cape Coral City Council.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF CAPE CORAL AT ITS REGULAR COUNCIL SESSION THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

\_\_\_\_\_  
JOE COVIELLO, MAYOR

VOTE OF MAYOR AND COUNCILMEMBERS:

COVIELLO  
GUNTER  
CARJOSCIA  
STOUT

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NELSON  
WELSH  
WILLIAMS  
COSDEN

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



ATTESTED TO AND FILED IN MY OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_  
2020.

\_\_\_\_\_  
KIMBERLY BRUNS, CMC  
CITY CLERK

APPROVED AS TO FORM:

  
DOLORIS D. MENENDEZ  
CITY ATTORNEY  
its/Remain Charter Sch North Contract

<b>Item Number:</b>	<b>14.B.</b>
<b>Meeting Date:</b>	<b>2/11/2020</b>
<b>Item Type:</b>	<b>NEW BUSINESS:</b>

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Request for Approval of "Resolution 50-20: A Resolution of the City Council of the City of Cape Coral, Florida Requesting Renewal by the School District of Lee County of the Charter for Cape Charter School South (Oasis Elementary) for a Term of 15 years, and Directing the City Manager to work with the Charter School Governing Board and the School Board of Lee County to Provide Required Documentation; Providing an Effective Date." - Superintendent Collins

**SUMMARY:**

WHEREAS, the City of Cape Coral desires to renew the Charter School South (Oasis Elementary) for a term of 15 years and to direct the City Manager to work with the Charter School Governing Board and the School Board of Lee County to prepare and provide the written documentation required in the Charter Renewal Process.

**ADDITIONAL INFORMATION:**

WHEREAS, the "Effective Date." This Resolution shall take effect immediately upon its adoption by the Cape Coral City Council.

**RECOMMENDED ACTION:**

The Charter School Governing Board requests the City Council direct the City Manager to work with the Charter School Governing Board and the School Board of Lee County to prepare and provide the written documentation required for the renewal of the Charter for the Cape Coral Charter School South (Oasis Elementary) for the term of 15 years.

**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
▣ Resolution 50-20 OASIS SOUTH CHARTER	Backup Material

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAPE CORAL, FLORIDA, REQUESTING RENEWAL BY THE SCHOOL DISTRICT OF LEE COUNTY OF THE CHARTER FOR CAPE CORAL CHARTER SCHOOL SOUTH (OASIS ELEMENTARY) FOR A TERM OF 15 YEARS, AND DIRECTING THE CITY MANAGER TO WORK WITH THE CHARTER SCHOOL GOVERNING BOARD AND THE SCHOOL BOARD OF LEE COUNTY TO PROVIDE REQUIRED DOCUMENTATION; PROVIDING AN EFFECTIVE DATE.

WHEREAS, on January 12, 2004, the City Council adopted a Charter School Contract between the City of Cape Coral and The School Board of Lee County for Charter School South (Oasis Elementary); and

WHEREAS, pursuant to the terms of the contract, the Contract serves as the Charter for the operation of the schools; and

WHEREAS, on January 22, 2004, the Charter School Contract was approved by the School Board of Lee County; and

WHEREAS, the Charter School Contract is effective until June 30, 2020; and

WHEREAS, pursuant to School Board Policy 2.28, "Charter Renewal Process", the City must submit a written request to the School District requesting renewal of the charter school Charter and submit written documentation showing how each of the criteria established in §1002.33(7)(a)(1-16) have been met, and verifying that none of the causes for termination established in §1002.33(8)(a) exist; and

WHEREAS, the City of Cape Coral desires to renew the Charter for Charter School South (Oasis Elementary) for a term of 15 years and to direct the City Manager to work with the Charter School Governing Board and the School Board of Lee County to prepare and provide the written documentation required in the Charter Renewal Process.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAPE CORAL, FLORIDA, AS FOLLOWS:

SECTION 1. The City Council hereby requests renewal by the School District of Lee County of the Charter for Cape Coral Charter School South (Oasis Elementary) for a term of 15 years.

SECTION 2. The City Council hereby directs the City Manager to work with the Charter School Governing Board and the School Board of Lee County to prepare and provide the written documentation required for the renewal of the Charter for Cape Coral Charter School South (Oasis Elementary).

SECTION 2. Effective Date. This Resolution shall take effect immediately upon its adoption by the Cape Coral City Council.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF CAPE CORAL AT ITS REGULAR COUNCIL SESSION THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

\_\_\_\_\_  
JOE COVIELLO, MAYOR

VOTE OF MAYOR AND COUNCILMEMBERS:

COVIELLO \_\_\_\_\_  
GUNTER \_\_\_\_\_  
CARIOSCIA \_\_\_\_\_  
STOUT \_\_\_\_\_

NELSON \_\_\_\_\_  
WELSH \_\_\_\_\_  
WILLIAMS \_\_\_\_\_  
CUSDEN \_\_\_\_\_

ATTESTED TO AND FILED IN MY OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_  
2020.

\_\_\_\_\_  
KIMBERLY BRUNS, CMC  
CITY CLERK

APPROVED AS TO FORM:

  
DOLORES D. MENENDEZ  
CITY ATTORNEY  
*res/Bonnie Charter Sch North Contract*

<b>Item Number:</b>	<b>14.C.</b>
<b>Meeting Date:</b>	<b>2/11/2020</b>
<b>Item Type:</b>	<b>NEW BUSINESS:</b>

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Request for Approval of the Expansion of the Salary Ranges and Updated Physical Requirements to be included in the Job Description for the Charter School Authority Principal, Charter School Authority Assistant Principal, and Charter School Authority Teacher - Leisa Orcutt, S-CP, Human Resources Manager

**SUMMARY:**

The Human Resources Manager is requesting approval for the expansion of the salary range for the position of: Charter School Principal, Charter School Assistant Principal, and Charter School Teacher.

The HR Manager is also requesting approval to update the Physical Requirements included in the Job Description of: Charter School Principal, Charter School Assistant Principal and Charter School Teacher.

**ADDITIONAL INFORMATION:**

The Human Resources Manager will elaborate on scenarios that necessitate salary expansion(s) and updates to the physical requirements included in the job description(s).

**RECOMMENDED ACTION:**

HR is Recommending Approval of the Expanded Salary Range and Job Description Updates of the Physical Requirements for the position of: Charter School Principal, Charter School Assistant Principal, Charter School Teacher.

**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
▢ SALARY AND PHYSICAL - P, AP, T	Backup Material





**CITY OF CAPE CORAL**  
Department of Human Resources  
P.O. Box 150027  
Cape Coral, FL 33915-0027  
<http://www.capecoral.net>

**Job title: Charter School Principal**

FLSA Status: Exempt  
Worker's Comp Category: 9101 – All Other

***An Equal Opportunity Employer***

**SALARY RANGE**

\$43.27 - \$55.29 Hourly  
\$3,461.54 - \$4,423.08 Biweekly  
\$90,000.00 - \$115,000.00 Annually

**THE POSITION**

Under the general supervision of the Superintendent, provides leadership at the assigned school that ensures continuous improvement in measurable student performance and achievement. Provide managerial leadership in such areas as instruction, personnel, curriculum, budget, purchasing, public relations, plant operations, food services and transportation that will support high expectations in student performance for all students. Performs related work as required. This is a 12 month per year position.

**ESSENTIAL JOB FUNCTIONS:**

- Provides leadership that will ensure continuous improvement in measurable student performance and achievement.
- Implements Governing Board policy, State statutes and Federal regulations as they pertain to assigned school.
- Achieves results on the school's goals and demonstrate that student learning is the top priority through leadership actions that build and support a learning organization focused on student success.
- Enables faculty and staff to work as a system focused on student learning and engage faculty and staff in efforts to close learning performance gaps among student subgroups within the school.
- Maintains a school climate that supports student engagement in learning and generates high expectations for learning growth by all students.
- Works collaboratively to develop and implement an instructional framework that aligns curriculum with state standards, effective instructional practices, student learning needs and assessments.
- Implements District guidelines for proper student conduct and disciplinary procedures and policies, based on the Student Code of Conduct, that assures a safe and orderly environment.
- Establishes a school-based crisis plan and provides leadership in the event of such happening.
- Recruits, trains and develops an effective and diverse faculty and staff.



- Develops positive school and community relations which includes effective oral and written communications to all stakeholder groups.
- Engages faculty in recognizing and understanding cultural and developmental issues related to student learning by identifying and addressing strategies to minimize and/or eliminate achievement gaps.
- Recognizes and uses diversity as an asset in the development and implementation of procedures and practices that motivate all students and improve student learning.
- Evaluates, monitors and provides timely feedback to faculty on the effectiveness of instruction.
- Maintains high visibility at the school and in the community, regularly engages stakeholders in the work of the school, and communicates opportunities within the school to engage students, faculty, parents and community stakeholders in constructive conversation about important school issues.
- Manages the organization, operations and facilities in ways that maximize the use of resources to promote a safe, efficient, legal and effective learning environment.
- Conducts staff meetings that involve staff in the discussion of instructional programs that focus on student achievement, policy changes, potential problems and resolution of existing problems.
- Coordinates maintenance functions, provides for plant safety and facilitates building inspections.
- Coordinates the school food service program at the assigned school including the free and reduced food service program requirements.
- Demonstrates a commitment to the success of all students, identifying barriers and their impact on the well-being of the school, families and the local community.

#### **MINIMUM QUALIFICATIONS:**

- Master's degree or higher.
- Valid Florida School Principal certification or a valid Florida Educational Leadership Certificate (or a valid School Principal certification from another State with the ability to obtain Florida certification within one (1) year of hire).
- Three (3) years Highly Effective/Effective teaching experience.
- Two (2) years of successful administrative experience.
- Must be able to demonstrate mastery of the Florida Principal Competencies and have thorough knowledge of Sunshine State Standards regarding education within one (1) year of hire.
- Bilingual skills encouraged.

#### **KNOWLEDGE, SKILLS AND ABILITIES :**

- Excellent oral and written communication skills.
- Knowledge of and experience with industry-standard computer applications.
- Ability to work with diverse groups of people.
- Ability to work effectively under the stress of deadlines, volume of workload, and multitasking requirements.
- Ability to organize self, prioritize tasks and maintain a high level of energy in a fast-paced environment to provide efficient services.

**REPORTS TO:** Superintendent

## **OTHER JOB FUNCTIONS:**

- Manages and supervises the school's financial resources including the preparation and disbursement of the school's budget and internal accounts.
- Establishes and manages student accounting and attendance procedures at the assigned school.
- Manages and supervises school sponsored events, coordinates the supervision of events and maintains a calendar of all school events.
- Participates in district-wide management meetings and other meetings appropriate for professional development.
- Seeks out professional development opportunities and maintain professional licensure and certifications.
- Promotes a culture of high performance and continuous improvement by valuing learning and making a commitment to quality.
- Supports the retention of Highly Effective and Effective employees by exhibiting professionalism and making positive contributions to workplace morale.
- Demonstrates willingness to accept responsibility for actions and utilize constructive criticism for professional growth.
- Demonstrates a commitment to the success of all students, identifying barriers and their impact on the well-being of the school, families and the local community.
- Communicates student expectations and performance information to students, parents and the community.
- Manages schedules, delegate and allocate resources to promote collegial efforts in school improvement and faculty development and demonstrate fiscal responsibility to maximize the impact of fiscal resources on instructional priorities.

## **EXERTION TYPE:**

Medium work. Position requires exerting up to 50 pounds of force occasionally, and/or up to 30 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

## **OTHER PHYSICAL REQUIREMENTS:**

- Tasks may involve extended periods of visual concentration.



The following selected physical activities are required to perform the essential functions of this position.

<b>The physical requirements of this position. (Please check all boxes that apply)</b>		
<b>Physical Requirement</b>	<b>Description</b>	<b>Percent of Time</b>
<b>Balancing</b>	Maintaining body equilibrium to prevent falling and walking, standing or crouching on narrow, slippery, or erratically moving surfaces. This factor is important if the amount of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.	30%
<b>Climbing</b>	Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms. Body agility is emphasized. This factor is important if the amount and kind of climbing required exceeds that required for ordinary locomotion.	10%
<b>Crawling</b>	Moving about on hands and knees and feet.	10%
<b>Crouching</b>	Bending the body downward and forward by bending leg and spine.	30%
<b>Feeling</b>	Perceiving attributes of objects, such as size, shape, temperature or texture by touching with skin, particularly that of fingertips.	80%
<b>Finger Dexterity</b>	Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand as in handling.	90%
<b>Grasping</b>	Applying pressure to an object with the fingers and palm.	80%
<b>Hearing</b>	Perceiving the nature of sounds at normal speaking levels with or without correction. Ability to receive detailed information through oral communication, and to make the discriminations in sound.	100%
<b>Kneeling</b>	Bending legs at knee to come to a rest on knee or knees.	10%
<b>Lifting</b>	Raising objects from a lower to a higher position or moving objects horizontally from position to position. This factor is important if it occurs to a considerable degree and requires substantial use of upper extremities and back muscles.	30%
<b>Pulling</b>	Using upper extremities to exert force in order to draw, haul or tug objects in a sustained motion.	30%
<b>Pushing</b>	Using upper extremities to press against something with steady force in order to thrust forward, downward, or outward.	30%
<b>Reaching</b>	Extending hand(s) and arm(s) in any direction.	30%
<b>Repetitive Motion</b>	Substantial movements (motions) of the wrists, hands and/or fingers.	80%
<b>Seeing</b>	The ability to perceive the nature of objects by the eye.	100%
<b>Sitting</b>	Particularly for sustained periods of time.	90%
<b>Standing</b>	Particularly for sustained periods of time.	30%

<b>Stooping</b>	Bending the body downward and forward by bending spine at the waist. This factor is important if it occurs to a considerable degree and requires full motion of the lower extremities and back muscles.	30%
<b>Talking</b>	Expressing or exchanging ideas by means of the spoken word. Those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly or quickly.	80%
<b>Walking</b>	Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.	30%

**Every job duty in a job description need not always be specifically described, and any omission does not preclude the required performance of all duties that are job related.**







**CITY OF CAPE CORAL**  
Department of Human Resources  
P.O. Box 150027  
Cape Coral, FL 33915-0027  
<http://www.capecoral.net>

**Job title: Charter School Assistant Principal**

Class Code: CHS120010

FLSA Status: Exempt

Worker's Comp Category: 9101 – All Other

***An Equal Opportunity Employer***

**SALARY RANGE**

\$33.65 - \$45.43 Hourly

\$2,692.30- \$3,634.61 Biweekly

\$5,833.33 - \$7,875.00 Monthly

\$70,000.00 - \$94,500.00 Annually

**THE POSITION**

Under the general supervision of the Superintendent, provides leadership at the assigned school that ensures continuous improvement in measurable student performance and achievement. Provide managerial leadership in such areas as instruction, personnel, curriculum, budget, purchasing, public relations, plant operations, food services and transportation that will support high expectations in student performance for all students. Performs related work as required.

**ESSENTIAL JOB FUNCTIONS:**

- Provides leadership that will ensure continuous improvement in measurable student performance and achievement.
- Implements Governing Board policy, State statutes and Federal regulations as they pertain to assigned school.
- Assists in achieving results on the school's goals and demonstrate that student learning is the top priority through leadership actions that build and support a learning organization focused on student success.
- Enables faculty and staff to work as a system focused on student learning and engage faculty and staff in efforts to close learning performance gaps among student subgroups within the school.
- Facilitates a school climate that supports student engagement in learning and generates high expectations for learning growth by all students.
- Assis in the development and implementation of an instructional framework that aligns curriculum with stat standards, effective instructional practices, student learning needs and assessments.
- Performs data analysis for instructional planning and improvement and communicate the relationships among academic standards, effective instruction, and student performance.
- Assists in establishing and monitoring a school learning environment that improves learning for a diverse student population and maintains a safe, respectful, and inclusive student-centered learning environment that is focused on equitable opportunities for learning.
- Assists with supporting continuous improvement processes focused on the students' opportunity for success and well-being.
- Participates in the recruitment, interviews and recommendations of qualified personnel for employment that reflects cultural, racial and ethnic diversity.



- Develops positive school and community relations which includes effective oral and written communications to all stakeholder groups.
- Engages faculty in recognizing and understanding cultural and developmental issues related to student learning by identifying and addressing strategies to minimize and/or eliminate achievement gaps.
- Recognizes and use diversity as an asset in the development and implementation of procedures and practices that motivate all students and improve student learning.
- Uses critical thinking and problem-solving techniques to define problems, identify solutions and evaluate decision for effectiveness.
- Maintains high visibility at the school and in the community, regularly engage stakeholders in the work of the school, and communicate opportunities withing the school to engage students, faculty, parents and community stakeholders in constructive conversation about important school issues.
- Assists in developing sustainable and supportive relationships between school leaders, parents, the community, higher education and business leaders.
- Demonstrates a commitment to the success of all students, identifying barriers and their impact on the well-being of the school, families and the local community.
- Participates in building management meetings and other meetings appropriate for professional development.
- Performs all other duties as assigned by the Principal.

#### **MINIMUM QUALIFICATIONS:**

- Masters' degree or higher.
- Valid Florida School Principal certification or a valid Florida Educational Leadership Certificate (or a valid School Principal certification from another State with the ability to obtain Florida certification within one (1) year of hire.
- Three (3) years Highly Effective/Effective teaching experience.
- Preferably two (2) years of successful administrative experience.
- Must be able to demonstrate mastery of the Florida Principal Competencies and have thorough knowledge of Sunshine State Standards regarding education within one (1) year of hire.
- Bilingual skills encouraged.
- Internal candidates must complete Leadership, Exploration and Development (L.E.A.D.) program.

#### **KNOWLEDGE, SKILLS AND ABILITIES :**

- Excellent oral and written communication skills.
- Knowledge of and experience with industry-standard computer applications.
- Ability to work with diverse groups of people.
- Ability to master industry standard computer applications.
- Ability to work effectively under the stress of deadlines, volume of workload, and multitasking requirements.
- Ability to organize self, prioritize tasks and maintain a high level of energy in a fast-paced environment to provide efficient services.

**REPORTS TO:** Principal

## **OTHER JOB FUNCTIONS:**

- Establishes and manages student accounting and attendance procedures at the assigned school.
- Manages and supervises school sponsored events, coordinates the supervision of events and maintains a calendar of all school events.
- Assists in leading staff meetings that involve staff in the discussion of instructional programs that focus on student achievement, policy changes, potential problems and the resolution of existing problems.
- Seeks out professional development opportunities and maintain professional licensure and certifications.
- Promotes a culture of high performance and continuous improvement by valuing learning and making a commitment to quality.
- Demonstrates willingness to accept responsibility for actions and utilize constructive criticism for professional growth.
- Demonstrates a commitment to the success of all students, identifying barriers and their impact on the well-being of the school, families and the local community.
- Communicates student expectations and performance information to students, parents and the community.
- Manages schedules, delegate and allocate resources to promote collegial efforts in school improvement and faculty development and demonstrate fiscal responsibility to maximize the impact of fiscal resources on instructional priorities.
- Attend staff meetings and participate in conferences and other trainings to enhance job performance.
- Support the retention of Highly Effective and Effective employees by exhibiting professionalism and making positive contributions to workplace morale.

## **EXERTION TYPE:**

Medium work. Position requires exerting up to 50 pounds of force occasionally, and/or up to 30 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

## **OTHER PHYSICAL REQUIREMENTS:**

- Tasks may involve extended periods of visual concentration.



The following selected physical activities are required to perform the essential functions of this position.

<b>The physical requirements of this position. (Please check all boxes that apply)</b>		
<b>Physical Requirement</b>	<b>Description</b>	<b>Percent of Time</b>
<b>Balancing</b>	Maintaining body equilibrium to prevent falling and walking, standing or crouching on narrow, slippery, or erratically moving surfaces. This factor is important if the amount of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.	10%
<b>Climbing</b>	Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms. Body agility is emphasized. This factor is important if the amount and kind of climbing required exceeds that required for ordinary locomotion.	10%
<b>Crawling</b>	Moving about on hands and knees and feet.	10%
<b>Crouching</b>	Bending the body downward and forward by bending leg and spine.	10%
<b>Feeling</b>	Perceiving attributes of objects, such as size, shape, temperature or texture by touching with skin, particularly that of fingertips.	80%
<b>Finger Dexterity</b>	Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand as in handling.	90%
<b>Grasping</b>	Applying pressure to an object with the fingers and palm.	10%
<b>Hearing</b>	Perceiving the nature of sounds at normal speaking levels with or without correction. Ability to receive detailed information through oral communication, and to make the discriminations in sound.	100%
<b>Kneeling</b>	Bending legs at knee to come to a rest on knee or knees.	10%
<b>Lifting</b>	Raising objects from a lower to a higher position or moving objects horizontally from position to position. This factor is important if it occurs to a considerable degree and requires substantial use of upper extremities and back muscles.	10%
<b>Pulling</b>	Using upper extremities to exert force in order to draw, haul or tug objects in a sustained motion.	10%
<b>Pushing</b>	Using upper extremities to press against something with steady force in order to thrust forward, downward, or outward.	10%
<b>Reaching</b>	Extending hand(s) and arm(s) in any direction.	10%
<b>Repetitive Motion</b>	Substantial movements (motions) of the wrists, hands and/or fingers.	90%
<b>Seeing</b>	The ability to perceive the nature of objects by the eye.	100%
<b>Sitting</b>	Particularly for sustained periods of time.	90%
<b>Standing</b>	Particularly for sustained periods of time.	10%

<b>Stooping</b>	Bending the body downward and forward by bending spine at the waist. This factor is important if it occurs to a considerable degree and requires full motion of the lower extremities and back muscles.	10%
<b>Talking</b>	Expressing or exchanging ideas by means of the spoken word. Those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly or quickly.	80%
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**CITY OF CAPE CORAL**  
Department of Human Resources  
P.O. Box 150027  
Cape Coral, FL 33915-0027  
<http://www.capecoral.net>

**Job title: Charter School Teacher**  
Class Code: 99050  
FLSA Status: Exempt  
Worker's Comp Category: 8868 – School Professionals

***An Equal Opportunity Employer***

**SALARY RANGE**  
\$19.23 - \$30.76 Hourly  
\$40,000 - \$64,000 Annually

**THE POSITION**

Under the general supervision of the Principal or designated Supervisor, develops and implements lessons for students in accordance with the Federal and State law and district guidelines. Aids in the efficient operation of the school or department by coordinating and communicating with Administration, other instructional and support staff, parents and students. The incumbent prioritizes tasks and performs such independently with periodic supervision or review. Performs related work as required.

**Individual(s) assigned to this classification must report to work per their assigned schedules.**

**ESSENTIAL JOB FUNCTIONS:**

- Leads students toward fulfillment of their potential for intellectual, emotional, physical, and social growth in a safe and cost-effective manner that supports the goal of the organization.
- Plans individually or cooperatively a program of study that meets the individual needs, interests and abilities of students.
- Assists in establishing department or grade level curriculum objectives and the development of the comprehensive plan for the implementation and evaluation of the objectives.
- Creates a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students.
- Guides the learning process toward the achievement of curriculum goals and, in harmony with the goals, establishes clear objectives for all lessons, units, projects and the like to communicate these objectives to students.
- Employs instructional methods and materials that are most appropriate for meeting stated objectives.
- Assesses the accomplishments of students on a regular basis and provides progress reports as required.
- Diagnoses the learning strengths and weaknesses of students on a regular basis, seeking the assistance of specialists as deemed appropriate.
- Counsels with colleagues, students and/or parents on a regular basis.
- Assists the administration in implementing all policies and/or rules governing student life and conduct and, for the classroom, develops reasonable rules of classroom behavior and procedures and maintains order in the classroom in a fair and just manner.



- Plans and supervises purposeful assignments for auxiliary personnel and cooperatively, with department heads or grade level chairmen, evaluates their effectiveness.
- Maintains accurate, complete and correct records as required by law, district policy and administrative regulation.
- Attends staff meetings and serves on staff committees as deemed necessary.
- Seeks out professional development opportunities and maintain professional licensure and certifications.
- Maintains positive communication with colleagues, community members, parents and students to promote an increase in community engagement in education.
- Establishes and maintains cooperative relations with others.
- Adheres to the Code of Ethics of the Education Profession in Florida and meet all school and District policy requirements.
- Recognizes overt indicators of student distress or abuse and take appropriate action based on school procedures and law.

#### **MINIMUM QUALIFICATIONS:**

- Bachelor's degree from an accredited institution.
- Valid Florida teaching certificate covering appropriate area of responsibility.
- Bilingual skills are encouraged.

#### **KNOWLEDGE, SKILLS AND ABILITIES :**

- Excellent oral and written communication skills.
- Knowledge of and experience with industry-standard computer applications.
- Ability to work with diverse groups of people.
- Ability to work effectively under the stress of deadlines, volume of workload, and multitasking requirements.
- Ability to organize self, prioritize tasks and maintain a high level of energy in a fast-paced environment to provide efficient services.

**REPORTS TO:** Principal or Designee

#### **OTHER JOB FUNCTIONS:**

- Uses appropriate technology in teaching and the learning experience.
- Promotes a culture of high performance and continuous improvement by valuing learning and making a commitment to quality.

#### **EXERTION TYPE:**

- Light work. Position requires exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects.

#### **OTHER PHYSICAL REQUIREMENTS:**

- Tasks may involve extended periods of visual concentration.



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The physical requirements of this position. (Please check all boxes that apply)		
Physical Requirement	Description	Percent of Time
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Every job duty in a job description need not always be specifically described, and any omission does not preclude the required performance of all duties that are job related.

<b>Item Number:</b>	<b>14.D.</b>
<b>Meeting Date:</b>	<b>2/11/2020</b>
<b>Item Type:</b>	<b>NEW BUSINESS:</b>

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School Authority

**TITLE:**

Request for Approval of the FY 2019-20 Budget Amendment No. 1 - MaryAnne Moniz, Business Manager

**SUMMARY:**

The purpose of this Budget Amendment No.1 is to modify the estimates of revenues and appropriations as previously adopted.

**ADDITIONAL INFORMATION:**

Two Budget Amendments are presented each year:

1. First Budget Amendment for FY 2019-20.
2. Second Budget Amendment to be presented in June 2020.

**RECOMMENDED ACTION:**

Recommend Approval of Budget Amendment No. 1.

**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
▣ BUDGET AMEND FY 2019-20 NO 1	Backup Material



**CITY OF CAPE CORAL  
CHARTER SCHOOL AUTHORITY**

**FY 2019-20**

**BUDGET AMENDMENT NO. 1**

**February 11, 2020**



# FY 2019-20

## BUDGET AMENDMENT NO. 1

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- Purpose is to modify the estimates of revenues and appropriations as previously adopted.
- Adjustments to previously approved items:
  - Personnel Changes (Positions, FRS, Etc.)
  - Title II
  - Teacher lead
- Reclassification of accounts:
  - Safety Initiatives (Committed Funds to Operating Lines)
- Unanticipated/Unbudgeted Items
  - School Recognition Funds
  - Title IV
  - TAPS Safety & Security Grant
  - Best & Brightest
- Miscellaneous transfers between accounts
  - Transfers from Internal Funds
  - Transfers between General Fund Accounts



# FY 2019-20

## BUDGET AMENDMENT NO. 1



- Enrollment has a major impact on major revenues

School	FY 2020	FY2020	Variance
	Adopted	2nd Calc	
Christa McAuliffe	766.00	771.00	5.00
Oasis Elementary	890.00	889.00	9.00
Oasis Middle	840.00	833.86	(6.14)
Oasis High	715.00	685.86	(29.14)
Total:	3,201.00	3,179.72	(21.28)



# SUMMARY OF REVENUES

## FY 2019-20 BUDGET AMENDMENT NO. 1



### Sources (Revenue)

Total as Adopted:

\$ 36,004,023

Total at Amendment No. 1:

\$ 35,927,035

### Budget Amendment No. 1 Adjustments

#### Balances Brought Forward:

Use of Fund Balance (Assigned)	\$ 337,202 <sup>1</sup>
Committed Fund Balance	(58,575) <sup>2</sup>
Restricted Fund Balance (Discretionary Capital)	-
Operating Fund Balance	(470,327) <sup>3</sup>

Current	
Intergovernmental	59,484 <sup>4</sup>
Capital Outlay (PECO)	13,569 <sup>5</sup>
Charges for Service	32,000 <sup>6</sup>
Miscellaneous Revenue	88,069 <sup>7</sup>
Transfers In	(78,410) <sup>8</sup>

#### Total Adjustments:

\$ (76,988)

Budget Amendment No. 1:

\$ 35,927,035

Revenues are budgeted at 95% per policy.



# SUMMARY OF REVENUE CHANGES



<b>Balances Brought Forward</b>		
<sup>1</sup> Incr. Use of Fund Balance	\$	337,202
<sup>2</sup> Decr. To Committed (\$170,924 remaining)		(58,575)
No change in Restricted (Discretionary Capital)		-
<sup>3</sup> Oper. Fund Balance Decrease from 8.8m to 8.3m		(470,327)
<b>Total Change in Balances Brought Forward:</b>	<b>\$</b>	<b>(191,700)</b>
<b><sup>4</sup> Intergovernmental</b>		
FEFP decrease in enrollment	\$	(361,815)
AICE decrease in diplomas/degrees passed		(196,853)
Best & Brightest Rewards		302,777
Teacher Lead Supply Increase		335
School Recognition at all 4 schools		313,713
Title II Increase for professional development		7,397
Title IV (SSAE)		(4,920)
Other Misc. State Shared		850
<b>Total Change in Intergovernmental:</b>	<b>\$</b>	<b>59,484</b>
<b><sup>5</sup> Capital Outlay (PECO)</b>		
Increase in funding based on no. of charter schools		13,569
<b>Total Change in Capital Outlay (PECO):</b>	<b>\$</b>	<b>13,569</b>
<b><sup>6</sup> Charges for Services</b>		
Increase to Transportation Services Charges	\$	29,000
Increase to Locker Rentals		3,000
<b>Total Change in Charges for Services:</b>	<b>\$</b>	<b>32,000</b>
<b><sup>7</sup> Miscellaneous</b>		
Contributions/Donations Increase from PTO (reclass Agency)	\$	78,436
Other Misc. Revenue Increase		782
Reduction to Reimbursable Charges		(500)
Increase to Rents & Royalties		500
Short Term Investment Income (earning higher yield)		8,747
Vendor Rebate		104
<b>Total Change in Miscellaneous:</b>	<b>\$</b>	<b>88,069</b>
<b><sup>8</sup> Transfers in</b>		
Reclassified to Contributions/Donations for PTO		(78,410)
<b>Total Transfers in from Internal Funds:</b>	<b>\$</b>	<b>(78,410)</b>
<b>Total Change from Adopted Budget:</b>	<b>\$</b>	<b>(76,989)</b>

# SUMMARY OF EXPENDITURES

## FY 2019-20 BUDGET AMENDMENT NO. 1



### Uses (Expenditures) Adjustments

Total as Adopted:

\$ 36,004,023

Total at Amendment No. 1:

\$ 35,927,035

### Budget Amendment No. 1 Adjustments

Personnel

\$ 144,950 <sup>9</sup>

Operating

119,493 <sup>10</sup>

Capital Outlay

5,201 <sup>11</sup>

Other: Debt

(5,391) <sup>12</sup>

Restricted Fund Balance

-

Committed Fund Balance (Bal. \$170,924)

(58,575) <sup>13</sup>

Unassigned Fund Balance

(282,666) <sup>14</sup>

Total Adjustments:

\$ (76,988)

Budget Amendment No. 1:

\$ 35,927,035



# SUMMARY OF EXPENDITURE CHANGES



## 9 Personnel

Payroll Adjustments (vacant positions, taxes, etc.)  
Employee Bonus/Rewards: ACE, Best & Brightest, School Recog.)

Total Change in Payroll:

\$	(448,913)
\$	693,863
\$	144,950

## 10 Operating

Athletic Apparel - Football Uniforms  
Computer Equipment & Accessories  
Computer Software & Licenses (Title IV Offset)  
Facilities charges (Guard Shack)  
In-House Training (Title II True Up)  
Other Professional Services  
Outside Services  
Parking (New Stationary)  
Security Services  
Small Equipment  
Teacher Lead Supply  
Textbooks  
Training & Seminars (align Title I)  
Travel Costs (align Title II)  
Warranty/Maintenance/Service Plans (on new ACs not budgeted)  
Copy & Fax Machine (to Debt Service as Operational Lease)  
Misc. Adjustments/Transfers

Total Change in Operating:

\$	119,493
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## 11 Capital

New Computer Equipment/Software OES (Title IV Offset)  
CME Sale

Total Change in Capital:

\$	10,201
\$	(5,000)
\$	5,201

## 12 Debt Service

Debt Service  
Committed Fund Balance (Safety Initiatives)  
Unassigned Fund Balance

Total Change in Fund Balance:

\$	(5,391)
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## 13 Fund Balance

Restricted Fund Balance  
Committed Fund Balance (Safety Initiatives)  
Unassigned Fund Balance

Total Change in Fund Balance:

\$	-
\$	(58,575)
\$	(282,666)
\$	(341,241)

Total Change from Adopted Budget:

\$	(76,988)
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# FY 2019-20

## BUDGET AMENDMENT NO. 1

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### Conclusion:

- Purpose of this Budget Amendment is to adjust revenues and appropriations as discussed.
- Two Budget Amendments are presented each year:
  - First Budget Amendment for FY 2019-20.
  - Second Budget Amendment to be presented in June 2020.
- Recommend approval of Budget Amendment No. 1.





Item Number:	16.A.
Meeting Date:	2/11/2020
Item Type:	TIME AND DATE OF NEXT MEETING

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School  
Authority

**TITLE:**

The Next Regular Governing Board Meeting will be held on Tuesday, March 11, 2020 at 5:30p.m. in Cape Coral City Council Chambers, 1015 Cultural Park Blvd., Cape Coral, FL 33990

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

Item Number:	16.B.
Meeting Date:	2/11/2020
Item Type:	TIME AND DATE OF NEXT MEETING

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School  
Authority

**TITLE:**

The City of Cape Coral Charter School Authority Budget Workshop #1 is schedule for Thursday, April 16, 2020 at 8:30 a.m. at Nicholas Annex - Green Room/Conf Rm A-200, 815 Nicholas Parkway, Cape Coral, FL 33990

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**

Item Number:	16.C.
Meeting Date:	2/11/2020
Item Type:	TIME AND DATE OF NEXT MEETING

**AGENDA REQUEST FORM**  
City Of Cape Coral Charter School  
Authority

**TITLE:**

The City of Cape Coral Charter School Authority Budget Workshop #2 is schedule for Thursday, May 14, 2020 at 8:30 a.m. at Nicholas Annex - Green Room/Conf Rm A-200, 815 Nicholas Parkway, Cape Coral, FL 33990

**SUMMARY:**

**ADDITIONAL INFORMATION:**

**RECOMMENDED ACTION:**