**MINUTES OF THE BOARD OF DIRECTORS**

**FOR**

**BEACON COLLEGE PREP CHARTER SCHOOL**

**February 24, 2015**

The Board of Directors for Beacon College Prep Charter School held its regularly scheduled meeting on Friday, February 24, 2015 at 5:00 p.m. at Beacon College Prep – 13400 NW 28th Avenue, Miami, FL 33054.

**Members Present**

Mr. Jeff Miller, President and Board Chair

Mr. N. Patrick Range, II, Vice President – by phone

Ms. Melissa Krinzman, Secretary

Mr. Octavio Verdeja, Treasurer – by phone

**Others Present**

Mr. Patrick Evans, Principal, Beacon College Prep

Mr. John Flickinger, Director of Development, Beacon College Prep

**Call to Order**

Mr. Miller called the meeting to order at 5:25 p.m.

**Approval of Minutes for September 15, 2014 & November 1, 2014 Meetings**

Ms Krinzman presented the minutes for the 9/15/14 and 11/17/14 meetings and made a motion to approve them.

Mr. Miller seconded the motion and the minutes were approved unanimously.

**Treasurer’s Report**

1. Financial Statements: Mr. Verdeja presented Financial Statements for December 2014 & January 2015. They were reviewed and Mr. Miller moved to approve. Motion was seconded and approved unanimously.
2. Budget Revision: Mr. Verdeja presented a revised budget forecasting income and expenses through the end of the fiscal year – 6/30/15. He noted that the revised budget is much more accurate because it is based on actual income & expenses to date. The budget also takes into account the increased costs of facilities (rent, janitorial, etc.) and the unforeseen costs of re-locating the school.

Mr. Miller moved to approve the budget revision as presented. Mr. Range seconded the motion and it was approved unanimously.

Cash Flow: Mr. Flickinger informed the board of potential cash flow issues related to increased expenses and a delay in receiving full FTE funding from the state and our CSP grant reimbursements. He also noted that additional Charter School Growth Fund monies may be enough to plug the gap this year but we should prepare for future cash flow issues until we build our cash reserves. He recommended that the board consider establishing a line of credit.

1. Audit RFP: Mr. Flickinger reminded the board that a full fiscal audit must be conducted within 3 months of the fiscal year end – 6/30/15. Mr. Verdeja requested that staff prepare an RFP to solicit bids from potential auditors.

**Principal’s Report**

* Mr. Evans reported substantial student progress in the STEP assessments and other measures for math and literacy. He also noted that since moving to the new school facility he has seen a marked improvement in staff and school culture.
* Student Recruitment & Enrollment were discussed along with Mr. Evans goal of recruiting 90 new Kindergarten students and growing the school to at least 230 K-3 students in 2015-16. The board agreed this was a practical goal.
* Teacher recruitment and retention was discussed and Mr. Evans is confident that his best teachers will return. He is currently seeking several Kindergarten teachers...

**Development Director’s Report:** The Development Directors report is detailed in Old and New Business below.

**Old Business:** John Flickinger

1. District Land Lease update: Mr. Flickinger reported that the district is completing its ITB and is in the process of assessing the “old mill” property located at NW 73rd St. & 12th Ave. to determine fair market value for sale or lease. Mr. Miller indicated that staff should try to keep this option alive. The board agreed that Beacon Prep remains committed to serving the Liberty City community now and in the future and staff should continue to search for land and/or facilities in the community.
2. Board Expansion: The need to expand the board to leverage additional resources and support for the school was discussed.
3. Middle School Charter Application: Mr. Miller directed staff to ask the District Management Office to assist with re-writing our Middle School application while we are still under contract.
4. Children’s Trust Grant: The Board discussed the partnership with Arts for Learning to provide robust, high quality after school and summer programs for Beacon Prep students beginning in the fall of 2015. It was noted that the school would assume some costs of the program including transportation, facilities use, some staffing, etc. Mr. Flickinger reported that the request was for 3-years and that the application will be submitted shortly and a decision made in mid-March.

Mr. Range made a motion to approve the partnership with Arts for Learning. The board voted unanimously to approve.

**New Business** Jeff Miller

1. **Sub-lease w/ Florida International Academy**: The board reviewed the sub-lease agreement with Florida International Academy. Mr. Flickinger noted that the lease was draw up by Beacon Prep attorneys and has been thoroughly vetted.

Mr. Miller made a motion to approve the Sub-Lease with Florida International Academy through the end of June 2015. Ms. Krinzman seconded the motion and it was approved unanimously.

1. **Lease Renewal**: Mr. Miller moved to authorize Mr. Flickinger to negotiate a new lease directly with the owners of the property at 13400 NW 28th Ave. The new lease should include a 5-6 year term with an option to renew and an option to purchase at previously agreed price and the right of first refusal of other offers for the property. Ms. Krizman seconded the motion and it was approved unanimously.
2. **District Management Agreement:** Mr. Miller made a motion to terminate the District Management Agreement with Miami Dade County Public Schools. The motion was seconded by Ms. Krinzman. The board voted unanimously to terminate the Management contract with the school District.
3. **Charter School Growth Fund update**: Mr. Flickinger reported that the Charter School Growth Fund’s financial commitment ends this year. The school is due to receive an additional $125,000 before the end of the year if it meets certain metrics yet to be determined.

Mr. Flickinger is lobbying CSGF for more funding for this year to fill the funding gap. He has requested an additional $75,000 for 2014-15 and $300,000 for next year to help cover projected deficit.

Mr. Flickinger reported that conversations with Mr. Cobb of the CSGF indicated that the Fund is open to additional funding contingent on the Beacon board’s agreement to engage in fund raising efforts to support the school in the amount of $250,000. It was noted that CSGF is currently funding about 95% of Beacon’s projected deficits – they normally fund 25-30%. Mr. Cobb also noted that all high performing charter schools serving low-income urban populations depend on private philanthropy to support their work. He therefore indicated that CSGF support required a more robust fund raising effort by the board on behalf of the school. Mr. Cobb will reach out to Mr. Miller in the near future to discuss the issue.

1. **Fund Raising**: The Board Discussed fund raising for the school. Mr. Miller noted that he would prefer to see how the school performs next year before engaging in any active fund raising efforts. The board agreed that fund raising efforts would be more successful if we have a positive story to tell backed by student assessment data indicating solid gains.

There being no further business to come before the Board, the meeting was adjourned at 7 p.m.

**Approved by:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secretary