**MINUTES OF THE BOARD OF DIRECTORS**

**BEACON COLLEGE PREP CHARTER SCHOOL**

**December 8, 2015**

The Board of Directors for Beacon College Prep Charter School held its regularly scheduled meeting on Tuesday, December 8, 2015 at 10:00 a.m. at Beacon College Prep – 13400 NW 28th Ave., Opa Locka, FL 33054

**Members Present**

Mr. Jeff Miller, President and Board Chair

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

Richard Moreno, Building Hope

**Call to Order**

Jeff Miller called the meeting to order at 10:25 a.m.

**Approval of Minutes for October 30, 2015**

Ms Krinzman presented the minutes for the 10/30/15 board meeting. Mr. Miller made a motion to approve as presented. Mr. Verdeja seconded the motion and the minutes were approved unanimously.

**Treasurer’s Report**

Financial Statements for October and November 2015 were reviewed and approved unanimously.

Fixed Asset Policy – as per our auditors, Mr. Verdeja recommended revising the fixed asset policy for the school. The changes were reviewed and the new policy is attached.

Mr. Miller moved that we revise the fixed asset policy as presented. Ms. Krinzman seconded the motion and it was approved unanimously.

**School Leader Report**

Mr. Evans provided an update on school operations and the progress of Beacon Prep students. He highlighted the upcoming Florida State Assessment (FSA) that Beacon 3rd graders will take for the first time. He reviewed how he and his staff will be preparing students for the tests. Mr. Evans also explained the school grading system and pointed out the challenges Beacon faces as a new school taking the test for the first time. 50% of a school’s grade is based on performance and learning gains as measured by the FSA. Since this is the first year Beacon Prep students will take the test we will not have the advantage of scoring in this area.

**Development Director’s Report:** The Development Directors report included review of the following business tabled at the last board meeting:

1. School Security – new locks have been installed and other security precautions taken as per the board directive.
2. Summer Maintenance/Repairs
3. New Lease Agreement & Shared Use Agreement w/ FIA
4. Insurance Renewals & Coverage – property, Directors liability, and other insurances have been updated to comply with new lease requirements.

**New Business**: New business items were tabled until the next board meeting.

**Other Business Discussed**:

* The board also discussed soliciting volunteers to assist with the academic needs of Beacon students. Mr. Miller suggested we target Ransom Everglades and Miami Country Day students as well as retired teachers, and Breakthrough alumni.

There being no further business to come before the Board, the meeting was adjourned at 12:00pm

**Approved by:**

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

Melissa Krinzman, Secretary

FIXED ASSET POLICY

Update the useful life chart in the Beacon Prep accounting policy at section 1.2.6.2 .

**CHANGE FROM:**

|  |  |  |
| --- | --- | --- |
| Asset Class | Useful Life | Method |
| Vehicles | Five Years | Straight Line |
| Office Equipment and Computers | Five Years | Straight Line |
| Furniture and Line Machinery | Seven Years | Straight Line |
| Leasehold Improvements | Remaining Life Of Lease Term, Including Option Renewals | Straight Line |
| Buildings | Thirty Years | Straight Line |

**CHANGE TO:**

|  |  |  |
| --- | --- | --- |
| Asset Class | Useful Life | Method |
| Vehicles | Five Years | Straight Line |
| Office Equipment and Computers | Three Years | Straight Line |
| Furniture and Fixtures | Five Years | Straight Line |
| Leasehold Improvements | Three Years | Straight Line |
| Buildings | Thirty Years | Straight Line |

The correct useful lives for some of the items should be as follows:

Improvements to Property – 3 years

Furniture & Fixtures – 5 years

Equipment – 3 years

Computer Equipment – 3 years

All others should stay the same.