

**MINUTES OF THE BOARD OF DIRECTORS
BEACON COLLEGE PREP CHARTER SCHOOL
September 13, 2016**

The Board of Directors for Beacon College Prep Charter School held its regularly scheduled meeting on Tuesday, September 13, 2016 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
Patrick Range – Vice President
Mr. Octavio Verdeja, Treasurer
Ms. Melissa Krinzman, Secretary - 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 June 7, 2016

The minutes of the June 7, 2016 board meeting were presented. Patrick Range moved to approve the minutes. Mr. Verdeja seconded and the minutes were approved unanimously.

Board Chair Update

Jeffrey Miller provided a brief update on the progress of Beacon Prep. School enrollment is at 306 students and close to our target of 320. There's a waiting list of 150 students. Our retention rate among students is about 98%, very strong considering that many of our students come from Liberty City. Mr. Miller suggested tracking these statistics and comparing them to our peer schools. Teacher retention was also discussed again and the importance of developing a plan to keep great teachers on-board with the school. Mr. Miller suggested reaching out to other similar charter schools to see what they are doing.

As previously reported, Mr. Miller and Mr. Flickinger are continuing negotiations with the owners of the school campus for a possible purchase of the property. Mr. Miller re-emphasized that if a successful deal is struck the purchasing entity and new owner would be a not-for-profit corporation/foundation and that all lease proceeds/profits will flow into a foundation whose sole purpose is to benefit Beacon College Prep.

The board celebrated again the fact that Beacon Prep 3rd grade students outperformed their peers in public school across Dade County in the FSA last year. Mr. Miller stressed that this was a great first step toward becoming the highest performing school in the district.

Treasurer's Report:

- A. 2016 Audit Report & Audited Financial statements were reviewed and Mr. Verdeja noted that Beacon had a "clean" audit. He also noted that although the school showed a deficit for the 2016 fiscal year, this deficit was expected and projected given our "slow growth" mandate and does not represent a "deteriorating" financial position. We are on track to break-even in 2017.

Mr. Miller moved to approve the audit and financials as presented. Ms. Krinzman seconded the motion and it was passed unanimously.

- B. Building Hope Cash Advance & Cash Flow - Mr. Flickinger reported that the cash advance from Building Hope approved previously was being paid back over the next two months. He recommended that the board put in place a line of credit with Building Hope so any future cash flow issues can be addressed expeditiously. The board instructed Mr. Flickinger to move forward and establish a line of credit.
- C. Updated Budget – Mr. Verdeja requested staff to provide an updated budget at the next board meeting.

School Leader Report

Mr. Evans gave a quick overview of the Beacon Prep opening of the school year and noted that we will reach our target enrollment with ease. He also mentioned the following:

- The new Saturday school program will go into effect this fall with increased opportunities for parent engagement.
- FSA prep will be expanded this year to include more Saturdays (beyond the required Saturdays) and other out-of-school time opportunities to prepare.
- There is a strong need for a full-time school counselor/social worker as soon as possible. As the school increases enrollment the numbers of students requiring special support and attention grows and our capacity to provide the proper interventions and support needs to grow as well.
- All teachers will be traveling to Boston in September to tour and study some of the highest performing urban charter schools in that city.

Development Director's Report:

- A. Early Learning Center: Mr. Flickinger reported that Beacon Prep and the United Way's Center for Excellence have partnered on a grant to bring an Early Head Start program to the Beacon Campus. United Way will manage the grant and the program and Beacon Prep has agreed to provide adequate space for free. There is also an administrative fee that must be paid that is outside of Beacon's budget and the board must find the funds for this fee and any upgrades to the property necessary to house the program.

Mr. Flickinger is also working with the staff of the Center for Excellence to identify potential partners in Opa Locka who run quality Head Start programs to provide continuity of care for children entering the Early Head Start program. Mr. Verdeja suggested contacting the Early Learning Coalition to obtain the grades of all ELC facilities.

- B. Board Training: Mr. Flickinger informed the board again that a 2-hour refresher must be done every three years. He recommended that this be done in the fall/spring before the 3 year anniversary – otherwise they will have to do the full four hour course again.
- C. Board Expansion: The board discussed adding 1-3 new members. Ms. Krinzman recommended we identify specific skill sets or knowledge areas for potential board members. Mr. Flickinger noted the need for development expertise and architectural background. He volunteered to send out the board matrix previously prepared and circulated to board identifying areas of need and the names presented in the past.
- D. Facilities Purchase: Mr. Flickinger reported that the owners countered Mr. Miller's initial offer of \$7.6M with an \$8.6M sales price. We are seeking clarification now as to the details of their counter.

There being no further business to come before the Board, the meeting was adjourned at 12:15pm

Approved by:



Melissa Krinzman, Secretary

Date 12/13/16