

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

The Board of Directors for Beacon College Prep Charter School held its regularly scheduled meeting on Tuesday, December 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
Mr. Octavio Verdeja, Treasurer
Ms. Melissa Krinzman, Secretary

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 10:15 a.m.

Approval of Minutes for September 13, 2016

The minutes of the September 13, 2016 board meeting were presented. Mr. Miller moved to approve the minutes. Mr. Verdeja seconded and the minutes were approved unanimously.

School Leader Report

- A. Revised Calendar: Mr. Evans informed the board that school was closed due to Hurricane Matthew for one day and that the school calendar needed to be revised accordingly.

VOTE: Mr. Miller proposed to revise the 2016-2017 school calendar by adding 3/24/17 as a school day to make up for the school day that was canceled on 10/18/16 due to Hurricane Matthew. Ms. Krinzman seconded to the motion and it was approved unanimously.

- B. Teacher Compensation: Mr. Evans presented a revised teacher compensation plan to the board. A discussion ensued regarding teacher retention and incentives, including the difference between merit pay and teacher bonuses vs. cost of living adjustments, fund raising to create subsidies for incentive pay, the importance of a mission driven school, and a positive school culture for teachers. Mr. Miller suggested again that we could potentially tap into a pool of retired teachers and reach out to Enid Weisman and have her visit the school.

Mr. Miller recommended that we form a compensation committee to listen to teachers and determine what is important to them with the view of creating a culture and a system of incentives that would assure a high retention rate.

VOTE: Mr. Verdeja moved to approve the teacher pay plan as presented with the caveat that we review each year to assure we are not over extending the school financially with respect to teacher pay. Mr. Miller seconded the motion and it passed unanimously.

- C. Title I Funding: The board discussed the Title 1 budget and funding for 2016-2017 and the current use of Title one funds. Mr. Evans reported that we should receive a little over \$70,000 in funding for the current school year and that Title 1 funding was being used primarily for direct support of students as well as parent engagement. He noted the amount of funding is based on the number of students qualifying for the federal Free and Reduced lunch program.

Treasurer's Report:

- A. Financial statement for period ending 10/31/16 was reviewed and approved.
- B. Building Hope Cash Advance - Mr. Flickinger reported that the cash advance from Building Hope taken in April 2016 in the amount of \$270,000 will be paid by the end of the year.
- C. Cash flow for the school was discussed. Mr. Miller asked Mr. Verdeja to get together with Mr. Evans and Mr. Flickinger to review and finalize a reforecast budget through the end of the year to determine cash needs. Mr. Flickinger was authorized to negotiate a line of credit or another cash advance from Building Hope if necessary.

Development Director's Report:

- A. By-Law Amendment: Mr. Flickinger proposed that we update our bylaws to reflect the school's name change.

Ms. Krinzman proposed that Beacon College Prep amend its current by-laws to reflect the change in the school's corporate name from Breakthrough College Prep, Inc. to Beacon College Prep, Inc. This motion was seconded by Mr. Miller and passed unanimously.

- B. Financial Policy Amendment: Mr. Flickinger recommended that we amend our financial policies to increase the amount of checks requiring two signatures. The board considered the schools needs and agreed to amend financial policies as per below:

VOTE: Mr. Verdeja moved to increase the check signing limit from \$2,000 to \$3,000. Mr. Miller seconded the motion and it passed unanimously.

- C. Early Learning Center: Mr. Flickinger reported speaking with the leadership at the United Way's Center for Excellence regarding grant funding for the proposed Beacon Prep Early Learning Center. United Way staff said that the proposal was submitted to the federal governments Health and Human Services Head Start Office in December and that they are still waiting to hear back. Mr. Flickinger reminded the board that if we are approved for funding then we are obligated to pay the UW an administrative fee and house the program for free.
- D. Board Training: Mr. Flickinger reported that all board members except for Mr. Range have completed the required board training. He will follow-up with Mr. Range before the holidays.
- E. Facilities Purchase: Mr. Moreno reported that Self Help Federal Credit Union, Building Hope and the Charter School Growth Fund may be interested in helping to finance the purchase of the current property. Mr. Miller asked Mr. Flickinger to explore this further and arrange a meeting between all parties if there was indeed interest.

There being no further business to come before the Board, the meeting was adjourned at 12:10pm

Approved by:



Melissa Krinzman, Secretary

Date 2/28/17