

**MINUTES OF THE BOARD OF DIRECTORS
BEACON COLLEGE PREP CHARTER SCHOOL
June 7, 2016**

The Board of Directors for Beacon College Prep Charter School held its regularly scheduled meeting on Tuesday, June 7, 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 - by phone

Others Present

Mr. Patrick Evans, Principal, Beacon College Prep
Mr. John Flickinger, Director of Development, Beacon College Prep
Chakana Fowler – Charter School Growth Fund

Call to Order

Jeff Miller called the meeting to order at 10:20 a.m.

Approval of Minutes for March 8, 2016

The minutes of the March 8, 2016 board meeting were presented. Ms. Krinzman moved to approve the minutes. Mr. Verdeja seconded and the minutes were approved unanimously.

Treasurer's Report

- A. Financial Statements for February and March were reviewed and approved unanimously.
- B. 2016-2017 Budget was presented and discussion ensued.
 - a. Mr. Verdeja said he had reviewed the budget and that all ratios appeared in line given our enrollment. He also noted that the school was projecting to breakeven in 2016-17, which is to be expected of a school our size. As our enrollment grows we should expect to have excess revenues to place toward reserves beginning in 2017-18.
 - b. The 2016-17 staffing plan was reviewed. Mr. Evans noted that he has decreased administrative staffing costs as he implements a new staffing model.
 - c. Performance based pay was also discussed. The board emphasized the importance of having an objective and transparent process and recommended that teacher evaluations be conducted by a team of people, not just the principal. Mr. Evans agreed and noted that he was following all state guidelines with respect to the process.
 - d. Mr. Evans pointed out that the budget was based on a conservative enrollment figure of 312 students. He expects an enrollment of at least 328.

Mr. Miller moved to approve the 2016-17 budget as is. Ms. Krinzman seconded and the budget was approved unanimously.

- C. 2015-16 Audit: Mr. Verdeja proposed engaging Jackson & Diaz, the same audit firm as last year, to conduct our annual audit. The board approved this decision unanimously.

School Leader Report

- A. FSA Results: Mr. Evans reviewed the results from the literacy portion of the Florida State Assessments and a detailed discussion ensued. It was noted that Beacon students did very well on the FSA far outscoring Miami-Dade schools of similar demographics. Ms. Fowler noted that Beacon was in the top 3 schools in Florida supported by the charter school growth fund. Board and staff agreed that our goal is to be among the best of all school in the state and that while a solid foundation has been laid there was still much work to be done. Mr. Miller recommended that Mr. Evans visit the best, highest scoring schools in Miami to see what he could learn.
- Mr. Miller emphasized the important role parents play in the success of our students and encouraged Mr. Evans to expand the school's Parent Academy in order to engage parents more fully in their child's education and provide them the tools to do so. He suggested providing monetary incentives for parents to attend Parent Academy workshops sponsored by the school. Such incentives could take the form of \$100 gift cards to all parents who complete the "course." He offered to find the funds for these incentives.
 - Mr. Evans noted that there were 12 students who scored very low on the FSA effecting the schools overall score. These students may have to repeat 3rd grade. Any decision would be based on what is best for the students.
 - Mr. Evans also noted that, based on assessments throughout the school year, many 2nd graders are struggling academically in certain areas. Mr. Miller volunteered to underwrite a summer school for 2nd grade students with a budget of \$10,000. Mr. Evans agreed it was an excellent idea and would implement a summer school of 6-8 weeks contingent on finding the right teachers.
- B. Student Enrollment: Mr. Evans reviewed student enrollment numbers to date noting that the school was on track with waitlists for grades 1-4 and about 20 remaining slots to be filled for kindergarten. Mr. Miller recommended tracking student attrition over the years.
- C. Staff Recruitment & Retention: Teacher turnover was discussed along with retention strategies. Mr. Verdeja noted that high turnover was to be expected given the age of most of our teachers. Ms. Fowler agreed that retaining great teachers is an issue in all the schools both within and without the Growth Fund portfolio.
- Mr. Miller suggested that the school have recurring staff events throughout the school year to help increase morale and demonstrate appreciation for the hard work our teachers do. He offered to host a staff event for the beginning of the school year to kick things off.

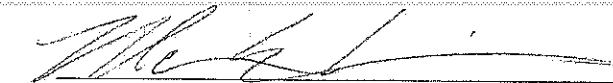
- o Mr. Miller also suggested having more fieldtrips for students in order to expose them to a variety of environments and experiences. Mr. Evans noted that the school was looking into a trip to Washington, DC for next year.
- D. School Calendar: Mr. Evans presented the 2016-17 calendar to the board. Mr. Verdeja moved to adopt the calendar as presented. Mr. Miller seconded the motion and it was approved unanimously.
- E. Student Attire Policy: The board moved to adopt MDCPS standard student attire policy. The motion was approved unanimously.

Development Director's Report:

- A. Insurances: Board Liability, Property, Student Accident and other insurances have been renewed for 2016-17.
- B. Building Hope Cash Advance: Mr. Flickinger noted that the cash advance approved at the last board meeting had been received from Building Hope under the terms discussed at that meeting.
- C. Board Training: Mr. Flickinger informed the board that as per State Board Rule 6A-6.0784 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.

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

Approved by:



Melissa Krinzman, Secretary

Date 9/20/16