

**MINUTES OF THE BOARD OF DIRECTORS
BEACON COLLEGE PREP CHARTER SCHOOL
February 5, 2020**

The Board of Directors for Beacon College Prep Charter School held its regularly scheduled meeting on Wednesday, February 5, 2020 @ 10am at 2750 NW 135th Street, Opa-locka, FL 33054.

Members Present

Mr. Jeffrey Miller, President and Board Chair
Mr. Patrick Range, Vice President
Melissa Krinzman, Secretary
Virginia Akar, Member

Others Present

Mr. Patrick Evans, Principal, Beacon College Prep
Mr. John Flickinger, Director of Development, Beacon College Prep
Terron Ferguson, Director of Advancement, Beacon College Prep
Richard Moreno, Building Hope
Dana Locke-Vignale, Phoenix Edge Consulting

Call to Order: The meeting was called to order at 10:07am by Mr. Jeffrey Miller.

Approval of Minutes: The minutes of the 10/22/19 board meeting were reviewed. Mr. Miller moved to accept the minutes. Ms. Krinzman seconded the motion and the minutes were approved unanimously.

Report from the Chair: Mr. Miller recognized Mr. Terron Ferguson as BCP's new Director of Advancement and other guests in attendance and asked everyone to introduce themselves.

Treasurer's Report:

1. **BCP, Inc. Corp Single Audit:** Mr. Flickinger reported that the single audit of BCP Corp is still in process and should be completed by the end of March if not sooner.
2. **2019-20 Reforecast Budget:** Mr. Evans presented a revised budget for 2019-20 fiscal year. He noted that both schools met enrollment projections and that year-to-date expense projections for each school were fundamentally accurate. The Elementary School original revenue projections were spot on but there was a major variation in forecasted revenue for the Middle School. Due to a formulaic error in the budget tool we were using Middle School revenue was substantially over estimated.

Mr. Evans pointed out that the adjusted revenue for the Middle School portended a potential cash flow issue toward the end of the fiscal year for both schools. To address this issue Mr. Flickinger recommended that we apply excess funds in our construction project budget toward our debt service payments through the end of the year.

Mr. Miller moved to transfer \$280,581 from BCP's construction project budget held at Huntington Bank to BCP's Bond Fund account and to use these funds to pay the school's monthly debt service starting 2/15/20 and ending 6/15/20. Melissa Krinzman seconded the motion and it was passed unanimously.

School Leader Report:

1. **Charter School Program Grant & UniSIG Grant:** Mr. Evans reported that BCP Middle School will receive approximately \$294,000 in additional CSP funding from the state. The school is also eligible for additional funding under the Unified School Improvement Grant program. Both grants are reimbursement based and the school will only receive funding after qualified expenses have been incurred. The CSP grant funds must be expended before April 1st and the school will not have the cash on hand to make purchases under both grants.

Mr. Miller moved that Beacon College Prep, Inc. request a short-term loan from Building Hope in an amount up to \$600,000 to cover grant related expenditures. BCP will prioritize re-payment of this loan and Building Hope would be re-paid as soon as the school was reimbursed by the state. Patrick Range seconded the motion and it was approved unanimously.

2. **Paid Time Off:** Mr. Evans asked the board for guidance in developing a new PTO policy for staff. The purpose of revising our current policy is to provide the proper incentives to teachers to limit the number of personal days they take throughout the school year. The board felt that our current policy was the most effective approach but left it to Mr. Evans to revise as he sees fit.
3. **Teacher/Principal Evaluations:** Mr. Evans reviewed the teacher/principal evaluation tool developed by the Florida Consortium for Public Charter Schools he has been using and asked the board to approve this as the official evaluation protocol for BCP teachers/staff.

Mr. Miller made a motion to designate the Florida Consortium for Public Charter Schools Teacher/Principal Evaluation tool as the official staff evaluation tool/protocol for Beacon College Prep Elementary and Middle Schools. Mr. Patrick Range seconded the motion and it was passed unanimously.

4. **2020-21 Enrollment Projections & Budget:** Mr. Evans provided updated enrollment projections for 2020-21 for each school. BCP Elementary is projected to grow to 450 students and BCP Middle to 275 students. The board asked Mr. Evans to develop a draft budget for FY2020-21 based on these projections.

The board also discussed outreach and recruitment efforts that might be needed to reach the proposed enrollment. Discussion centered on identifying high quality Head Start and early learning centers in the community as well as recruiting new board members from the immediate community.

Development Director's Report:

1. Construction Project Update: Construction is 95% complete. The only work remaining is the rehab of all the bathrooms on campus and the installation of new lighting throughout the classroom buildings and in cafeteria. All work remains within budget and on time.
2. Fund Raising: Mr. Flickinger reported that he will be working with Mr. Ferguson to develop and submit grants to the following foundations over the next 60 days:
 - a. Batchelor Foundation - \$100,000
 - b. Miami Foundation - \$30,000
 - c. Peacock Foundation - \$25,000
 - d. Dunspaugh Dalton Foundation: \$15,000
3. Consolidation of Schools Amendment: The board discussed the pros and cons of consolidating/merging BCP Elementary with BCP Middle school. Mr. Moreno pointed out that operating 1 school is much more cost efficient and much easier with respect to accounting and fiscal management.

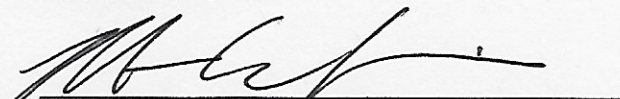
Mr. Miller made the following motion:

BE IT RESOLVED, that the Board of Directors of Beacon College Prep Inc. would like to consolidate Beacon College Prep Elementary School (MSID 4002) and Beacon College Prep Middle School (MSID 6034) under one charter and amend its existing charter contracts with Miami Dade County Public Schools accordingly.

The motion was seconded by Virginia Akar and the board voted to approve it unanimously.

The meeting was adjourned 11:55am. The next meeting is scheduled for March 9, 2020 at 10:00am at 2750 NW 135th Street Opa-locka, FL.

Approved by:



Melissa Krinzman, Secretary

Date 3/9/20