**MINUTES from 10/23/24 Board Meeting**

**Gulf Coast Charter Academy**

**Oak Creek Charter School**

**Parrish Charter Academy**

**North River Charter Academy**

1. **Call to Order and Roll Call:**

The meeting was called to order at 4:01p.m. by Mark McCabe.

**School Board:**

Mark McCabe President

Helen Deitriech VP

Brett Baugh Secretary

Frank Zhou Board Member

**FORZA:**

Chuck Malatesta CEO

William Staros COO

Jose Rubio Academic Specialist

Trine Alfaro Director of Marketing

Jenna Hodgens Education Consultant

Rafael Mestre Finance

**Charter Schools:**

Dawn Patterson PCA Principal

Brittany Fangmeier GC Principal

Carey Gilcher GC Administration

Charity Zawatski OC Executive Director

**Parent/School Liaison:**

Principals

**Public/Other: None**

1. **Approval of Agenda:** 
   1. **Agenda Amendments**

Mark approved the agenda amendments. Mark made a motion to approve the amended agenda. Frank seconded the motion, which passed unanimously.

* 1. **Items Pulled from Consent for Discussion**

Mark made a motion to approve the consent items. Frank seconded the motion, and the motion passed unanimously.

1. **Approval of Minutes: July 10, 2024**

Helen made a motion to approve the minutes. Mark seconded the motion, and the motion passed unanimously.

1. **Public Comments: N/A**
2. **Old Business: No old business**
3. **Consent Items:**

Mark made a motion to approve both consent items A, and B. Helen seconded the motion, and the motion passed unanimously.

* 1. October Out of Field Letters
  2. Approve GC Gifting PCA Funds to Pay Off Bus Loans

1. **New Business and Discussion Items Pulled from Consent:**
   1. **Approve Financial Reports\***

Discussion- Rafael stated that GC continues progressing well in its finances and has a very healthy balance sheet. Rafael highlighted the importance of understanding the timing of financial reports, especially since GC reports quarterly while others report monthly. This difference can create a lag in perceiving financial health. He also pointed out the positive trend in Capital Outlay, which is contributing to revenue streams. Rafael stated again that OC is on a monthly basis that the district report comes out; the net is exactly where it is supposed. Although it shows a negative fund balance, it is important to understand that the application of GAAP (Generally Accepted Accounting Principles) suggests a need for careful interpretation of financial statements, as certain expenses may relate to previous periods. Rafael's insights about the potential for lower expenses as the year progresses are essential for understanding cash flow dynamics. PCA’s revenue is where it should be, and as same as OC, it is also important to comprehend that PCA's revenue aligns with expectations, despite the initial higher expenses at the start of the school year. Bret made a motion to approve the financials, and Frank seconded the motion, and the motion passed unanimously.

* 1. **Approve Enrollment Teacher Salary Increases for GC & PCA\***

Discussion- Will announced that both schools, GC and PCA, successfully achieved their enrollment goals. In keeping with tradition, all returning staff members will be granted a 3% salary increase. Mark made a motion to approve, and Bret seconded the motion, and the motion passed unanimously.

* 1. **Approve Expenditure of Teacher Salary Increase Allocation Funds**

Discussion- Will announced that the Teacher Salary Increase Allocation (TSIA) has been issued. Collaborating with Building Hope, the allocation for each school would be utilized to raise the base salary for teachers. The funds have been distributed appropriately, ensuring that veteran teachers would receive a salary increase at a comparable percentage as well. These plans have also been submitted to the districts for their compliance review. Mark made a motion to approve, and Bret seconded the motion, and the motion passed unanimously.

* 1. **Approve Cost Agreement with Consilium for Site Plan and Development Costs for NR\***

Discussion- Bret made a motion to approve, and Helen seconded the motion, and the motion passed unanimously.

* 1. **Approve & Execute LOI with Alliance COS for NR**

Discussion- Mark stated this is a huge commitment and said that negotiation has started with Robert Cambo, who fortunately we have a long track record with; he has been the landlord developer for OC and PCA. Robert is in the process of buying a 24-plus acre parcel in North Manatee County, north of our existing school. He is carving out 11 acres for the new school, and he is allocating a cost to us for that 11-acre parcel. Bret made a motion to approve, and Helen seconded the motion, and the motion passed unanimously.

* 1. **Approve and Execute a Start-up Loan Agreement between FORZA and NR\***

Discussion- Bret made a motion to approve, and Mark seconded the motion, and the motion passed unanimously.

* 1. **Approve Building Hope TERM Document for Start-up Loan for NR**

Discussion- Mark made a motion to approve, and Bret seconded the motion, and the motion passed unanimously.

1. **Reports:**

* **Principal Reports:**
* **FORZA Education Management Reports:**

1. **Comments from the Board:** (non-agenda items only)

Brett expressed his gratitude to everyone for their ongoing dedication and effort. He reflected on his time serving on the board and noted the significant growth of the organization and its various schools. He extended his commendations to all, emphasizing that their hard work is truly valued and appreciated.

1. **Reconfirmation of Next Meeting Date: February 5, 2025**

Brett confirmed the next meeting date and asked if anyone had any issues with the date. The meeting was confirmed by all.

1. **Adjournment:**

Bret made a motion to adjourn the meeting at 5:28 p.m. Frank seconded the motion, and the motion passed unanimously.

\**Individuals wishing to address the Board of Directors under Public Comments, are requested to sign up prior to the beginning of the meeting by emailing* [Info@FORZAedu.com](mailto:Info@FORZAedu.com) *or by stating your name during Roll Call and requesting to speak. Individuals are limited to three minutes to present their comments.*

*\*\*The Board of Directors will not respond to extended public comments during the meeting, however, will follow up on any comments presented, in the most appropriate and time-effective manner.*

**MINUTES FROM THE MEETING WILL BE AVAILABLE AT EACH SCHOOL & ON THE FOLLOWING WEBSITES:**

PCAEDU.ORG

GCCAS.ORG

OCCSEDU.ORG

NRCAEDU.ORG