



Donna J. Beasley Mission Statement

To support students in achieving a high school diploma and prepare them for college and career success through an individually-paced, technology-based, flexibly-scheduled program.

Minutes

MEETING OF THE BOARD OF DIRECTORS: Wednesday, March 6, 2019, at 4:00 PM:

Ameriprise Financial Services, Inc., 12800 University Drive, Suite 105, Fort Myers, FL 33907

1. Roll Call: Mark Stichter, Fred Richards, Walter McDonald, Robert Hurst (parent liaison), Dr. Joseph Torregrasso (principal), and Ron Renna (consultant) all were present for the meeting.
2. Review of Public Notice- A notice was posted on the school's web site.
3. Public Comments: None
4. Approval of the minutes from the October 25, 2018. Approved 3-0
5. Reports:
 - a. Enrollment:
 - i. Number: 183 at second FTE count
 - ii. Plans to increase enrollment: Luncheon planned in April for guidance counselors.
 - b. Staff: Because we have 36 ESE students, we hired a part time ESE specialist to help service these students. We also hired a part time para professional to help students with math.
 - c. Site report:
 - i. garage/trades: Dr. Torregrasso gave a report of all that has been going on with trying to get the garage usable for the trades. Mr. Stichter spoke about a program at a local high school. Dr. Torregrasso said he would get together with the principal to learn more about what they are doing.
 - ii. fire marshal: concerns that someone at the school is calling him to report violations by the school.
 - iii. using other parts of the church- problems with septic tank. We agreed to pay half the cost to have it repaired.
 - iv. crowding in main room: going to two sessions April 1st. 7:30 to 12:30 and 12:30 to 5:30.
 - v. Testing: going great. Dr. Torregrasso is working on getting ALL students tested.
 - d. Two sessions: see earlier notes
 - e. Signage: leave it how it is.
 - f. Security guards: approve contract for inside security.
 - g. Transportation contract/changes: approve contract with change of dates.
 - h. Trades: see above
 - i. Financials: review and approve financials and revised budget approved 3-0
6. New/Old items:
 - a. TCAA loan agreement: Mark to call Rick Bidwell to see if he can get in to meet with the TCAA board regarding this agreement. Plan to try and get out of loan agreement and into a contract to cover same amount owed.

- b. Plans to find and purchase/build our own school: it was decided that we need to start looking now for a building/land for the school. It was suggested we ask the church if they would sell us part of their land. Joe and Ron to work on this.
- c. Principal's contract renewal: approved contract renewal: Maintain 160 students for more each FTE count 3% pay increase.

- 7. Board Member Matters: None
- 8. Public Comment on Non-Agenda Items: None
- 9. Set next board meeting: ????????
- 10. Adjournment:



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MEETING OF THE BOARD OF DIRECTORS: Wednesday, May 29, 2019, at 4:00 PM:

Ameriprise Financial Services, Inc., 12800 University Drive, Suite 105, Fort Myers, FL 33907

1. The meeting was called to order by the president, Mark Stichter at 4:07 PM.
2. Roll Call: Present: Mark Stichter, Fred Richards, Walter McDonald, Robert Hurst, Dr. Joseph Torregrasso, Ron Renna
3. Review of Public Notice- A notice was posted on the school's web site.
4. Public Comments: None
5. Approval of the minutes from the March 6, 2019. Motioned, seconded and approved.
6. Add Mr. Hurst as a board member. The board voted to officially add Mr. Hurst as a member of the board. Approved.
7. Reports:
 - a. Enrollment:
 - i. Number: 185 minus 35 graduates 150 students
 - ii. Plans to increase enrollment:
 1. Join the local chamber of commerce
 2. Ms. Peters to go to the high schools in the area to meet with guidance counselors.
 3. Meetings with middle school principals
 4. 3X5 index cards placed in Pizza Delivery boxes
 5. Attend community events over the summer
 6. Give each student an incentive if they bring another student into the school
 7. The idea of adding a middle school to our program was suggested. Mr. Renna to check on our options.
 - b. Staff: review and approve/revise Salary schedule for 2019-2020 school year. Tabled to later in the meeting (budget).
 - c. Retirement plan for staff: tabled to later in the meeting (budget).
 - d. Site report:
 - i. garage/trades: Dr. Torregrasso reported that we are getting close to being able to use the garage as a trades area.
 1. concrete pad: we are getting quotes for this
 2. any other items needed: need permit for the shed we put up this year. Bob Lambert is in charge of this.
 3. site survey \$3,900.00: the church paid this amount to get the required site plan of the property so that we could go ahead and finish the permitting.

Mr. Renna approved the reimbursement of this amount back to the church, as it was our expense, not theirs.

4. other items: none
 - ii. fire marshal- June 4th he will be at the school to inspect it.
 - iii. report on purchasing the church site: There is mixed opinions at the church regarding the sale of the site. The pastor and others would like to see us purchase the site, other board members (2-3) don't want it to happen. We have a realtor looking at other possible sites. Our first priority is trying to purchase the current site.
 - iv. testing- best year ever. Why is that important: We are trying to get an "improving" grade for the school. For the past 5 years we have received "maintaining".
- e. Two sessions update on how that went this year: We began on April 1st. Went better than anticipated. Sessions: 7:30 to 12:30 and 12:30 to 5:30.
- f. Security guards/SRO officer- There was a discussion regarding the two guards. It was determined that we needed both, so an additional amount of money is needed in the budget to cover this cost. Voted 4-0 approve two guards.
- g. Transportation contract/changes
 - i. Buy our own buses After a long discussion it was decided to go ahead and purchase our own buses for this year. Approved 4-0
 - ii. Current contract due June 12, 2019- Mr. Renna will cancel the renewal of the existing busing contact before June 12, 2019.
- h. Audit: the board approved the selection of King and Walker to do our audits.
- i. Financials: review and approve financials and new annual budget
Financials (attached) were approved 4-0.

Budget: the budget was reviewed: Approved to offer a retirement plan for our employees. Walter and Joe to work out the details. We will give a match in year one, to be determined by the team. Cost to be about \$5,000 with set up and our match. Staffing plan was approved as in the budget. Cost for security and buses were approved.

8. New/Old items:
 - a. TCAA loan agreement: Mark to keep on top of Mike Kayusa regarding this contract. **MUST BE DONE IN THE NEXT WEEK OR TWO.** We will also need a letter from TCAA "forgiving" any outstanding loans we have.
9. Board Member Matters: None
10. Public Comment on Non-Agenda Items: None
11. Set next board meeting: September 12, 4:00 AT THE SCHOOL.
12. Adjournment: 6:00.



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MEETING OF THE BOARD OF DIRECTORS: Wednesday, September 11, 2019, at 4:00 PM:

At the school

1. All present- Roll Call: Mark Stichter, Fred Richards, Walter McDonald, Robert Hurst
Also in attendance Dr. Torregrasso, Mr. Renna, and four teachers.
2. Review of Public Notice- A notice was posted on the school's web site.
3. Public Comments: Teachers expressed their concern about not having a full time security guard at the school. They said that our SRO officer had to leave once for a meeting and he was gone for over three hours. They don't feel safe because SRO does not wand students when they come in through the metal detector.
4. Approval of the minutes from the last meeting (May 29, 2019).
5. Reports:
 - a. Enrollment:
 - i. Number: 161 being paid on 150 right now to be increased to 158 once the 10-day count is processed. Next count is first week of October. Our goal is 180 average for the year.
 - ii. Plans to increase enrollment: Continue to meet with social workers, and counselors at other schools especially East Lee. We have placed more ads in the local paper every week. Students are also being awarded for having friends enroll at the school.
 - b. Staff: same staff as last year. We have added a part time math teacher from East Lee for the afternoon students. We also added a bus driver.
 - c. Retirement plan for staff in place and everything is working fine.
 - d. Site report:
 - i. Cost to upgrade the building- we have spent close to \$45,000 on improvements to the site. We are asking the church to reimburse us. Mr. Renna and Dr. Torregrasso are to meet with the pastor in the next two weeks.
 - ii. Possible new sites: We have found a real estate agent (Jennifer White) to help us. She took us to see four or five buildings and six land sites. We are still interested in the land that is next to Faith Hall. The board directed Mr. Renna and Dr. Torregrasso to leverage the \$45,000.00 to see if we can get this done. Once we know about this money, Mr. Renna with work with SFS to redo our budget.
 - e. Security guards/SRO officer- cost \$63,313. Once we have a revised budget based on actual cost, the board will consider the teachers request to hire an additional security guard.
 - f. Transportation: Original budget approved \$30,000 for a bus driver. We discovered that we needed two drivers because we have two sessions. Driver starts in morning at 6:00

and end the day at 7:00 in the afternoon. Two drivers would cost us over \$60,000 plus the benefits that go along with two people. We decided to go with one driver and pay him \$50,000.00 a year. He has about two hours of down time between routes. Board approved his salary.

- g. Trades: Still going strong with electrical. Would like to add CNA.
- h. Financials: reviewed and approved
- i. Audit- we couldn't find the audit, Ron is to email the audit to the board members for their review and approval.

6. New/Old items:

- a. Contract for School Financial Services: approved by board
- b. TCAA loan: Mark reported that they met with the TCAA board to restructure the loan agreement into a service contract. Their attorney, Mike Kayusa reported that he didn't see this as a problem. However, their accountant had some concerns with this and they decided not to go forward with the restructuring.

7. Board Member Matters: training- Walter is to request his certificate.

8. Public Comment on Non-Agenda Items: None

9. Set next board meeting: Tuesday, November 5th.

10. Adjournment: 5:30



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MEETING OF THE BOARD OF DIRECTORS: Tuesday, November 5, 2019, at 4:00 PM:

Ameriprise Financial Services, Inc., 12800 University Drive, Suite 105, Fort Myers, FL 33907

1. Meeting called to order by board President, Mark Stichter at 4:15 PM.
2. Roll Call: Mark Stichter, Fred Richards, Walter McDonald, Robert Hurst. All present. Also in attendance: Ronald Renna and Joseph Torregrasso.
3. Review of Public Notice- A notice was posted on the school's web site.
4. Public Comments: None.
5. The minutes from the September 11, 2019 meeting were approved.
6. Reports:
 - a. Enrollment: 181 (according to records 193 but have to remove some students for lack of attendance.
Plans to increase enrollment: continue working with guidance counselors from other high schools in the area.
 - b. Staff: There was a problem with one of the teachers and he had to be let go. We are still working on finding a replacement. Dr. Torregrasso reported that the staff is still not happy with two things: 1. Safety issues, they would like an extra security guard at the school, and 2. They would like the board meetings held at the school.
 - c. Site report:
 - i. Garage is done. Bob Lambert put lots of time and his own money into getting it done. The trades: we are still only offering electrical as our trade.
 - ii. church has agreed to sell land to school. We will continue working on this.
 - d. Security guards: at this time, we can't afford to hire additional security. Mr. Renna and Dr. Torregrasso feel that what we have is enough.
 - e. Trades: we need to find additional trades that we can offer.
 - f. Financials: review and approve financials and revised budget: reviewed and approved.
7. New/Old items:
 - a. Plans to find and purchase/build our own school: we will continue to search the area for possible sites as we continue working with the church on the land they have.
8. Board Member Matters: None
9. Public Comment on Non-Agenda Items:
10. Set next board meeting: February 19, 2020
11. Adjournment: 5:30