

CITY OF PALMS CHARTER HIGH SCHOOL
2830 Winkler Ave #201
Fort Myers, FL 33916
Telephone: 239.561.6611

BOARD MEETING

DATE: WEDNESDAY, SEPTEMBER 7, 2011
TIME: 5:30 P.M.
LOCATION: 2830 Winkler Ave #201
Fort Myers, FL 33916

MINUTES

MEETING TYPE: REGULAR SPECIAL PROPOSED APPROVED

A. CALL TO ORDER

Mr. Cochrane called the meeting to order at 6:21 p.m.

B. ROLL CALL

BOARD MEMBER ATTENDANCE:

Paul Cochrane, President	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
April Lattanzi, Vice President	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Joyce VanDeusen, Treasurer	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Chuck Smith, Director	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Allen Humfleet, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

OTHER ATTENDEES:

Sarah White, Principal	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Amy Rohner, Consultant, Business Manager	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Tonya Deal, Governance & Compliance Manager	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Cynthia Foster	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Karen Bergman (Axelgard)	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

C. PUBLIC COMMENT

None

D. APPROVAL OF AGENDA

Mr. Cochrane asked the Board to review the agenda and asked if any items needed to be added.

MOTION: Moved to approve the agenda, with additions.

SUPPORT: Motion seconded.

Ayes: 4 Opposed: 0

E. STANDARD BUSINESS

i. APPROVAL OF MEETING MINUTES OF June 30, 2011

Mr. Cochrane asked the Board to review the minutes and advise of any necessary changes.

A copy of the meeting minutes are available for public inspection at Life Skills Center of Lee County, 2830 Winkler Ave #201, Fort Myers, FL 33916 within 8 business days for proposed minutes and within 5 business days of approval for approved minutes.

The Academy shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990, Public Law 101-336, 42 USC § 12101 et seq or any successor law. Should you require specific accommodation(s) please contact Ms. Sarah White at [239.561.6611](tel:239.561.6611).

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MOTION: Moved to table the minutes of June 30, 2011, as presented.

SUPPORT: Motion seconded.

Ayes: 4 Opposed: 0

ii. APPROVAL OF MEETING MINUTES OF July 19, 2011

Mr. Cochran asked the Board to review the minutes and advise of any necessary changes.

MOTION: Moved to table the minutes of July 19, 2011, as presented.

SUPPORT: Motion seconded.

Ayes: 4 Opposed: 0

ii. ANNUAL AUDIT & SAS 114 LETTER

Mr. Cochran moved the Board's attention to the agenda item. Mrs. Rohner reviewed the audit with the Board.

MOTION: Moved to approve the 2010-2011 Audit & SAS 114 Letter, as presented.

SUPPORT: Motion seconded.

Ayes: 4 Opposed: 0

iii. JULY FINANCIAL REPORT

Mr. Cochran moved the Board's attention to the schedule. Mrs. Rohner reviewed the information with the Board.

MOTION: Moved to approve the Financial Report, as presented.

SUPPORT: Motion seconded.

Ayes: 4 Opposed: 0

IV. ANNUAL BUDGET 2011-2012

Mr. Cochran moved the Board's attention to the agenda item. Mrs. Rohner reviewed the information with the Board.

MOTION: Moved to approve the Annual Budget 2011-2012, as presented.

SUPPORT: Motion seconded.

Ayes: 4 Opposed: 0

V. LINE OF CREDIT AUTHORIZATION

Mr. Cochran moved the Board's attention to the agenda item. Mrs. Rohner reviewed the agreement with the Board.

MOTION: Moved to approve the Line of Credit Authorization, as presented.

SUPPORT: Motion seconded.

Ayes: 4 Opposed: 0

vi. AUTHORIZED SIGNATORIES & BANKING INSTITUTION CHANGE

Mr. Cochran moved the Board's attention to the agenda item. Mrs. Rohner reviewed the school calendar with the Board.

MOTION: Moved to approve the the Board of Directors' of the City of Palms Charter High School hereby approves the change of their banking institution from Wells Fargo to Fifth Third (5/3) Bank.

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BE IT FURTHER RESOLVED, that the Board of Directors' President of the City of Palms Charter High School may designate and approve persons authorized to be signatories on behalf of the City of Palms Charter High School on any such accounts established in the name and on behalf of the City of Palms Charter High School, if he or she deems such designation necessary or advisable, and in connection with such designation, may establish limitations on the authority of the designated signatory, including amounts or requirements for consigners.

BE IT KNOWN THAT, that the following are authorized signatories on the bank account: Robert Paul Cochrane, April Lattanzi, and Amy Rohner. The Board of Directors further authorizes Amy Rohner to have on-line access to the bank account of the City of Palms Charter High School.

SUPPORT: Motion seconded.

Ayes: 4 Opposed: 0

vii. OPERATING EXPENSE POLICY

Mr. Cochrane moved the Board's attention to the agenda item. Mrs. Rohner reviewed the information with the Board.

MOTION: Moved to approve the Operating Expense Policy, as presented.

SUPPORT: Motion seconded.

Ayes: 4 Opposed: 0

viii. STATE OF THE SCHOOL REPORT

Mr. Cochrane moved the Board's attention to the agenda item. Ms. White reviewed the information with the Board.

MOTION: Moved to approve the State of the School Report, as presented.

SUPPORT: Motion seconded.

Ayes: 4 Opposed: 0

ix. ENROLLMENT & RETENTION PROGRAM

Mr. Cochrane moved the Board's attention to the agenda item. Mrs. Rohner and Mrs. Bergman reviewed the program with the Board.

MOTION: Moved to approve expenditure not to exceed \$10,000, for the Enrollment & Retention Referral Incentive Program.

SUPPORT: Motion seconded.

Ayes: 4 Opposed: 0

xi. PARENT-STUDENT HANDBOOK 2011-2012

Mr. Cochrane moved the Board's attention to the agenda item. Mrs. Rohner reviewed the information with the Board.

MOTION: Moved to approve the Parent Student Handbook 2011-2012, as presented.

SUPPORT: Motion seconded.

Ayes: 4 Opposed: 0

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xii. BOARD POLICY MANUAL 2011-2012

Mr. Cochran moved the Board's attention to the agenda item. Ms. Deal reviewed the information with the Board.

MOTION: Moved to approve the board policies printed and included in the comprehensive document entitled "Board Policy Manual of the City of Palms Charter High School Board of Directors" are hereby adopted.

FURTHER BE IT RESOLVED, that in the event any policy, part of a policy or section of the board policy manual is judged to be inconsistent with law, inoperative by a court of competent jurisdiction or is invalidated by a policy or contract duly adopted by this Board, the remaining Board Policy Manual and parts of policies shall remain in full effect.

BE IT KNOWN, that the foregoing resolution was adopted by the City of Palms Charter High School Board of Directors at a public meeting held on September 7, 2011.

SUPPORT: Motion seconded.

Ayes: 4 Opposed: 0

xiii. SCHOOL CALENDAR 2011-2012 REVISED

Mr. Cochran moved the Board's attention to the agenda item. Mrs. Rohner reviewed the information with the Board.

MOTION: Moved to approve the revised School Calendar 2011-2012, as presented.

SUPPORT: Motion seconded.

Ayes: 4 Opposed: 0

xiv. TERMS AND OFFICERS 2011-2012

Mr. Cochran moved the Board's attention to the agenda item.

MOTION: Moved to approve tabling the Terms and Officers 2011-2012.

SUPPORT: Motion seconded.

Ayes: 4 Opposed: 0

xv. BOARD MEETING SCHEDULE 2011-2012

Mr. Cochran moved the Board's attention to the agenda item.

MOTION: Moved to approve tabling the Board Meeting Schedule 2011-2012.

SUPPORT: Motion seconded.

Ayes: 4 Opposed: 0

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F. REMINDER OF NEXT BOARD MEETING

TBA

G. ADJOURNMENT:

The meeting was adjourned at 9:22 p.m.

MINUTES CERTIFICATION

Approved by the Life Skills Center – City of Palms Charter High School Board of Directors on November 17, 2011.

PAUL COCHRANE, PRESIDENT

DATE

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