

BRIGHTVIEW PREPARATORY ACADEMY, CORP
BOARD MEETING MINUTES – November 16th, 2023

- A.** Charles Barnett: Called meeting to order at 6:31pm
Roll Call, all board members are present

Board Members	(P) Present	(A) Absent
Charles Barnett	X	
Luis Enriquez	X	
Katherine Rice	X	
Lourdes Ballina	X	
Jourdan Weltman	X	

Others in attendance: Joseph Vila, and Maria Alba-Quesada.

- B.** Charles D. Barnett: Opens the floor to public comment. There is no public comment.
- C.** Mr. Barnett calls the board members' attention to the meeting minutes on the consent agenda. There were no questions. Jourdan Weltman makes a motion to approve the meeting minutes, Lourdes Ballina seconds the motion, and the motion passes unanimously.
- D.** The Governmental Affairs updates were given by Ms. Maria Alba-Quesada on behalf of the Arza Consulting Group.
- E.** EDUCATIO Management: Joseph Vila states that the lease agreement was amended due to a request from the FLDOE in reference to the CSP Grant. As per their request, the lease agreement can not include provisions that allow the landlord to take possession of all equipment purchased with public funds. It must be accountable and revert to the school district in the case where the school were to close. Therefore, the lease now has the correct language addressing that request. And the initial amount was also amended and written correctly on the following lease to have everything corrected on one document. There are no questions. Mr. Barnett asks the board to make a motion. Lourdes Ballina makes a motion to approve the amended and restated lease. Jourdan Weltman seconds it, and the motion passes unanimously.
- F.** Mr. Vila then calls the board's attention to the amended Governing Board Policies and Procedures Manual. States that it was amended per the requests from the FLDOE in reference to the CSP Grant. Mr. Barnett had a few questions

regarding the parent surveys and board assessments. Ms. Alba-Quesada states that the parent surveys are given out to all parents yearly. BPA uses the MDCPS climate surveys which are administered once each year. Both parents and students participate in climate surveys. However, Teachers participate in a separate climate survey. As soon as the data is available, we will share it with the Board. Mr. Barnett asks the board to vote on the financial procedure's manual. Ms. Ballina makes a motion to approve the financial procedures manual. Ms. Weltman seconded it and it passes unanimously.

- G.** Mr. Vila then calls the board members' attention to the Teachers' Salary Increase Action Plan. Mr. Vila explains how this year; the TSIA is divided into Maintenance allocation and a growth allocation. There are no questions. Ms. Ganden-Rice makes a motion to approve the TSIA. Ms. Weltman seconds it, and the motion passes unanimously. Mr. Barnett asks the board to make a motion to approve the amended policies and procedures manual. Ms. Ballina makes a motion to approve the manual. Ms. Weltman seconds it and the motion passed.
- H.** Mr. Vila mentions that the school would like to open a Parent/Teacher organization account separate from the existing Checking account. He states that it has been recommended by Insight Analytics to keep public funds separate from any monies collected from fundraising, donations or any other cash collected at school events. It is best practice to be able to differentiate the two and Dan Rishavy and his team will also monitor that account thoroughly and advise on expenditures. Mr. Barnett asks the board if there are any questions. There are no questions. Ms. Ganden-Rice makes a motion to approve the PTO Account. Ms. Weltman seconds it, and the motion passes unanimously.
- I.** Mr. Vila gave an update on the Facility's CO. Mentions the Building Department had a few comments from Fire and we need to address them and resubmit.
- J.** Mr. Rishavy then addresses the September Financials, stating that at the end of November, there will be approximately \$68,505 Cash in the bank. He also mentions that the sponsor will be providing \$25,000 by the end of November to help with the cash balance. Therefore, they can forecast at year end an estimated amount of \$93,138 in the bank. He asks the board if they have any questions. There are no questions. Ms. Weltman makes a motion. Luis Enriquez seconds it and the motion passed unanimously.
- K.** Mr. Rishavy then directs the board's attention to the 990 form that was provided. Mentions that the form was reviewed and compared to the audit, and he can verify it was a clean audit. There are no questions. Mr. Barnett asks the board to make a motion. Ms. Weltman makes a motion to approve the 990 form. Ms. Ballina seconded it and the motion passed.

Charles D. Barnett calls for a motion to adjourn the meeting. Mr. Enriquez makes a motion to close the meeting. Ms. Ballina seconded the motion and the motion passed.

Meeting adjourned at 6:55pm

Charles Barnett, Board Chairman