



**Eagle Arts Academy
Board Minutes
May 23, 2016 @ 2:23 pm**

Roll Call: Gregory Blount, Chantal Segurola, Michelle Morley, Tim Quinn (*via phone*)*, Maria Ironstone, Dr. Robertson. Via Teleconference: Colleen Kirk and Donna McGowan (Brief introduction of Colleen Kirk & Donna McGowan) **NOT PRESENT: Dr. Robertson**

- *Tim Motion to have Greg review the agenda items in his absence*
- *Colleen Seconds the Motion*
- *Maria Chantal, Donna McGowan & Colleen Kirk approve*
- *Motion is unanimously approved*

Administrative Staff: Principal Simone, JoAnn Jackson, Gregory Blount, Brooke Rigaudon, Phil DiComo- Legal Counsel & Joe Asen-CSMC

1. Old Business:

Approval of April 28, 2016 Board Meeting Minutes:

Tim Quinn Motions to accept the April 28, 2016 Board Meeting Minutes
Michelle Seconds the Motion
Maria Chantal, Donna & Colleen approve
Motion is unanimously approved

CSMC Agreement: Agreement was reviewed by Greg Blount and School's Legal Counsel, Phil DiComo. All revisions made by Phil DiComo have been accepted by CSMC.

Tim Quinn Motions to accept and approve the Ratified Agreement
Michelle Seconds the Motion
Maria Chantal, Donna, Colleen approve
Motion is unanimously approved



King-Walker- FY 2014-2015 Independent Audit Restatement: Year-end accrual balance revised to include Summertime payroll.

***Tim Quinn Motions to accept the King-Walker- FY 2014-2015 Independent Audit Restatement
Colleen Seconds the Motion
Tim, Maria Chantal, Colleen and Donna approve
Motion is unanimously approved***

2. **New Business:**

King & Walker- FY 2015-2016 Independent Audit Engagement Letter: To re-engage the firm for the next fiscal year for independent audit.

***Tim Quinn Motions to accept King & Walker- FY 2015-2016 Independent Audit Engagement Letter
Maria Seconds the Motion
Chantal, Michelle, Colleen & Donna approve
Motion is unanimously approved***

CSMC Transitional Process Checklist: Joe Asen, spoke on behalf of the CSMC, he used to work for Charter Schools USA and he also worked for PBC School District in the Financing, Planning and IG Department. The company works with over 200 charter schools across the country, this is his first school in Palm Beach County. He discussed the transition process

- There will be a Role Change JoAnn will be departing on June 30th, 2016. This also allows for CSMC to take over the certain financial responsibilities at the school to allow for a smooth transition for Brooke Rigaudon to take over the role as Business Manager.

****No vote required this is for informational purposes only.***

Budget Amendment: Based on Joe Asen and Greg Blount budget review, we are providing a n update based on projected to actual, through 3/31/2016

***Tim Quinn Motions to accept the revised budget amendment as of May 23, 2016
Maria Seconds the Motion
Chantal, Michelle, Colleen & Donna approve
Motion is unanimously approved***



Enrollment Update: Currently working to get all the recommitments in, 80% of our families have turned in their response: 480 recommitments, 45 students not returning, 133 that everyone is working on contacting, because some of the students information's have not been updated. 145 New Students, 145 Accepted New Students. As of April 28th, we planned out budget for the 3 scenarios for 844/936/1026 students. Greg is making a recommendation to explore the idea of looking a Boca Raton Campus to open a second location.

Tim Quinn Motions allow Greg and Phil to explore the opportunity to open a Boca Raton Campus

Maria Seconds the Motion

Chantal, Michelle, Colleen & Donna approve Motion is unanimously approved.

Executive Director Update: At the current time all processes and procedures need to be reviewed by Greg and Anne, making sure that everything is in working order in all departments, which include other organizations that affect the school, which includes the PTO. Phil and the school is reviewing the PTO by-laws and trying to create a more cohesive environment and bringing the parents of our students on board and increasing parent involvement within the school. Upon Phil's and the schools review it appears that only 28% of the PTO earnings went directly to the school. The school was under the impression that it should have received approximately 45% of the PTO's earnings. During the PTO and schools meeting they did indicate that some of the fundraisers did not generate the anticipated earning. Therefore there is a considerable about of funds that should have gone to EAA directly. The PTO board was very receptive to the idea of making changes. The school is looking to restructure and evolve.

Colleen suggested implementing a PAC (*Parent Advisory Committee*). In her school district she raised \$ 80k in a public school, there is a PAC board with a chairman. They prepare financials but it is run through the school.

Greg Motions (On behalf of Tim Quinn) to transition from a PTO to a PAC (Parent Advisory Committee) for the 2016-2017 School year under the advisement of EAA.

Donna Seconds the Motion

Chantal, Michelle, Tim, Maria, Colleen approve Motion is unanimously approved



Principal Update: Closing the school year getting things ready for next year

Board Member Comments: No Comments

Public Comments: No one present

*Tim Quinn Motions to adjourn meeting at 3:26 p.m.
Michelle Seconds
Chantal, Maria, Tim, Colleen & Donna approve
Motion is unanimously approved*

