

Miami Community Charter Schools
Elementary, Middle, and High School
Board of Directors/ EESAC Meeting/Title I School
Monday, April 16 2018
Miami Community Charter School
18720 SW 352 Street Florida City, FL 33034

NOTICE IS HEREWITH GIVEN TO ALL INTERESTED PARTIES THAT IF ANY PERSON SHOULD DECIDE TO APPEAL ANY DECISION MADE AT THE FORTHCOMING MEETING FOR WHICH THIS AGENDA CONSTITUTES NOTICE, SUCH PERSON WILL NEED A RECORD OF THE PROCEEDINGS CONDUCTED AT SUCH MEETING AND FOR SUCH MEETING AND FOR SUCH PURPOSE MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES TESTIMONY AND EVIDENCE UPON WHICH THE APPEALS IS TO BE BASED.

MIAMI COMMUNITY CHARTER SCHOOL, WILL PROVIDE REASONABLE ACCOMODATIONS FOR DISABLED INDIVIDUALS REQUESTING SPECIAL ASSISTANCE IN ORDER TO ATTEND OR PARTICIPATE IN THIS MEETING; PROVIDED, HOWEVER, THAT A REQUEST FOR SUCH ASSISTANCE MUST BE MADE TO MRS. JILA REZAIE AT LEAST THREE(3) CALENDAR DAYS PRIOR TO SCHEDULED MEETING.

All details of this meeting has been recorded and is available upon request.

Call to Order: Call to order at 5:42PM by Ana Torres, Chair

Roll Call:

Members Present: Ana Torres, Celeste Jordan, William Presswood, Howard Murphy

Members Absent: Ana Exposito

Others Present: Jila Rezaie, Mark Gotz, Ashley Barber (via Phone), Ralph Arza, Jeff Wood (via phone then in person), School Financial Services (via phone)

Pledge of Allegiance

- Mrs. Torres reminded the participants of the procedure of the board meeting.
- As of this meeting, the board meetings will be recorded as a reference

Approval of the Consent Agenda

- Correction in the minutes of April 5 board meeting was requested. Mr. Arza requested to delete "Mr. Gotz' unfair contract" as it was not stated that way.
- Mr. Gotz requested the change of the impending date of the elementary contract because the test scores will be released in late June.

First correction was accepted. Mrs. Torres cleared the information about the second request, and therefore that section remained unchanged.

Minutes from April 5 meeting was put to motion for approval.

Motion: Mr. Howard Second: Mrs. Jordan- Motioned carried unanimously.

Auditor's Engagement Letters for Elementary, Middle and High School

Motion to hire was approved last meeting, April 5, 2018. Mrs. Torres signed the contracts for all three schools.

Resignation from Mrs. Exposito

Motion: Mrs. Jordan accepts; Second: Mr. Presswood - Motion carried unanimously.

Mr. Presswood inquired about the methods of getting new board members.

Mr. Wood answered Mrs. Torres' question about the correct way of having new board members. Mr. Wood advised to follow the by-laws.

Mrs. Rezaie advised that there are three candidate interested in joining the board. The Board will review their resume and meet with them. Should the board approve, the candidates will be sent for finger printing and training.

Mr. Murphy asked about the number of the board members in the by-laws. Mrs. Rezaie explained they could be from 3 to 9.

Discussion Items

- **March 22, 2018 CRC report**

Mr. Wood summarized and reviewed the process of the middle school CRC, and discussed the concerns that district has about the academics and schools' financial priorities.

School Financial Services new proposal were reviewed. Mrs. Rezaie expressed concerns for the interruptions in the payroll, and asked the Board to grant extension to SFS contract until August 1, 2018. Mr. Murphy questioned the SFS about their services and concluded that the fee for the financial services seem to be fair. There are pending questions about the payroll fees.

Mr. Murphy: Motion to continue with the existing contract through August, and prior to August 1, 2018 have Mr. Wood and SFS look at new contract.

Mr. Presswood: Second Motion

Motion carried unanimously

Mr. Arza mentioned that the district would want to see a better balance between those expenditures, where the classroom budget is not less than the administrative cost.

Mrs. Rezaie advised that there was a meeting with Ms. Brisson earlier in the day, Ms.

Brisson sent an email that the middle school is included on the April school board agenda.

However, the district is concern about the school budget allocations.

- **Pay Schedule & Organizational Structure**

Mrs. Rezaie submitted the board with the outlines of proposed payroll budget and organizational structure. Mrs. Rezaie advised that teacher average salary at MCCA is \$9,000 less than Miami-Dade County public schools. Paraprofessional salaries are ok, counselors, assistant principals and the first year principals salary are closer to the norm, but can be adjusted easily. The teacher salary scale though needs immediate attention.

Mr. Gotz compared teacher salary average to Martin County. The comparison was not accepted because the living expenses are not the same in two counties.

Discussion continued on not being able to bring teachers into the school or sustain them with our current pay scale. A review and adjustment of MCCA teacher salary needs to be completed.

Mr. Presswood: Motion to review salaries and consider different options based on MDC salary schedule and look at bonuses for performance pay. Need committee with Mark, Jila, Presswood, teachers' representatives assigned to this task.

Mrs. Jordan: Second Motion

Motion carried unanimously

- **Vendors' Contract**

Mr. Arza's contract reviewed which was signed September 6, 2017- June 6, 2018.

Mr. Murphy: Motion to roll his contract to extend for school year 2018-2019

Mr. Presswood: Second Motion

Motion carried unanimously

Motion from Mr. Murphy to renew Ashley Barber's contract from June 1, 2018-June 1, 2019. Her monthly compensation is increased by \$1000.

Second: Mr. Presswood

Motion carried unanimously

Mr. Gotz had requested the review of Mrs. Rezaie's contract. Mr. Wood asked if Mrs. Rezaie works for Miami Community Charter School or she is a vendor. Mrs. Rezaie answered that she has annual "Return to Work Offer" from Miami Community Charter Schools. She submitted her "Return to Work Offer" with the board minutes, job change resolution (all dated June 26, 2017), and finger print paper (she needed to be fingerprinted because of the change in her job code) to the board. Mrs. Rezaie said that the reason she has reached out to Florida Charter Alliance and Mr. Arza was because the school was in crisis last summer. She appreciated Mr. Arza's service.

No motion was made about Mrs. Rezaie's "Return to Work Offer" because Mr. Murphy said this was approved and signed previously.

Mr. Wood advised the current "Return to Work Offer" for staff and faculty are needed to change.

Mr. Murphy: Motion to have structured contracts for principals, administrators, and faculty appropriate to that type of job, and that Jila and Jeff work together to formalize those and present to the board in two weeks for next board meeting.

Mr. Presswood: Second Motion

Motion carried unanimously

Mr. Gotz (SDG) contract was discussed. Ms. Torres voiced her concern about Mr. Gotz' fees.

Mrs. Rezaie asked Mr. Gotz if the school had or did not have a management company since more than 6% of the school's FTE money was being spent for services.

Mr. Gotz replied that school is not a CMO or EMO, that we are outside vendors paying for accounting and business management services.

Mr. Arza advised that the board needs to analyze where the money is going. Jila, Mark, and SFS is (function like) the management company and based on the budget, the board must decide to pay administration x, Mark x, and SFS x amount of money.

Board discussed that Mr. Gotz's contract needed to be adjusted since fee of 3.5% from FTE is high for services being provided. Duties can be delegated to others to reduce the cost-for example maintenance and facility operations can be delegated to an Assistant Principal while development of building, benefactor development, foundations, grants can be services where Mr. Gotz's can better utilize his time and efforts.

Mr. Arza said the Board needs to come up with what is the correct action to take. Mr. Wood could assist also.

Mr. Wood-I feel comfortable in talking to Mr. Gotz regarding contract if the board asks me to discuss with him.

Mr. Murphy: Motion to have negotiated contract (Mr. Gotz) to be reviewed

Mr. Presswood: Second Motion

Motion carried unanimously

Ms. Torres read both letters regarding Mr. Arza's contract to represent and lobby on behalf of MCCS. The board do not want anyone else to speak with the district on behalf of the school.

Mr. Presswood: Motion to accept letters regarding Mr. Arza

Mr. Murphy: Second Motion

Motion carried unanimously

Public Comments

None

Adjournment

Mrs. Torres adjourned the meeting at 9:30PM.

Approved
May 8, 2018
g/p