



AGENDA

REGULAR MEETING OF THE CAPE CORAL CHARTER SCHOOL GOVERNING BOARD

Tuesday, June 12, 2018

City of Cape Coral Council Chambers

9:00 AM

1. CALL TO ORDER

A. Chairman Michael Campbell

2. MOMENT OF SILENCE:

A. Chairman Campbell

3. PLEDGE OF ALLEGIANCE:

A. Chairman Campbell

4. ROLL CALL:

A. Chairman Campbell, Vice-Chair Tami Traiger, Sam Fisher, Robert Miniaci (PR), Vanessa Metzger, Jennifer I. Nelson, District 4, Angela Ticich(Edu), Russell Winstead

5. APPROVAL OF MINUTES:

- A. Approval of Regular Governing Board Minutes - May 8, 2018
- B. Approval of Special Meeting Minutes, Superintendent Performance Evaluation - March 6, 2018
- C. Approval of Special Meeting Minutes, Athletic Dept Job Descriptions - January 18, 2018

6. APPROVAL OF AGENDA REGULAR MEETING:

A. Approval of Regular Governing Board Meeting, June 12, 2018

7. PUBLIC COMMENT:

8. CONSENT AGENDA:

A. Approval of Superintendent Performance Evaluation Score for Contract Salary Bonus - Vice Chair Traiger

- B. Approval of General Personnel Recommendations including administrative, certificated, support, substitute staff and out-of-field appointments - Superintendent Collins
- C. Ratification of Skofstad Settlement Agreement and Release - Superintendent Collins

9. SUPERINTENDENT REPORT:

- A. Discussion of NEOLA POLICY 1130: "Appointment, Assignment, Transfer, and Promotion of Administrators," and NEOLA POLICY 3120: "Employment of Instructional Staff" - Superintendent Collins
- B. Discussion of SUMMIT Contract Renewal - Superintendent Collins
- C. Discussion of "Parents & Guardians" : A system-wide clearing house for parent questions and concerns. - Superintendent Collins

10. CHAIRMAN REPORT:

11. FOUNDATION REPORT:

- A. President's Message - Gary Cerny

12. STAFF COMMENT:

13. UNFINISHED BUSINESS:

14. NEW BUSINESS:

- A. Approval of FY2019-2021 Proposed Operating Budget - MaryAnne Moniz, Business Manager
- B. Approval of Charge-Back fee of \$311,000 for Pay Parity - Superintendent Collins
- C. Request for Emergency Meeting for SB 7026: "Mental Health Assistance Allocation" - Superintendent Collins
- D. Approval of FY2019 Annual Purchase Orders Over \$50,000 - Danielle Jensen, Director, Procurement and Food Services
- E. Approval of Wellness Policy - Danielle Jensen, Director of Procurement and Food Services
- F. Approval of NJPA Chromebook Purchase for Oasis High School - Danielle Jensen, Director of Procurement and Food Services
- G. Discussion and Approval of Proposed Regular Governing Board Meeting Place and Time Change - Member Ticich

15. FINAL BOARD COMMENT AND DISCUSSION:

16. TIME AND DATE OF NEXT MEETING

- A. The next Regular Governing Board Meeting will be held on Tuesday, August 14, 2018 at 9:00 a.m. in Council Chambers.

17. ADJOURNMENT:



Members of the audience who address the Board/Commission/Committee shall step up to the speaker's lectern and give his/her full name, address and whom he/she represents. Proper decorum shall be maintained at all time. Any audience member who is boisterous or disruptive in any manner to the conduct of this meeting shall be asked to leave or be escorted from the meeting room.

In accordance with the Americans with Disabilities Act and S.S. 286.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact the Human Resources Department whose Office is located at Cape Coral City Hall, telephone 1-239-574-0530 for assistance; if hearing impaired, telephone the Florida Relay Service Numbers, 1-800-955-8771 (TDD) or 1-800-955-8700 (v) for assistance. In accordance with Florida Statute 286.0105: any person who desires to appeal any decision at this meeting will need a record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is based.

Item Number:	1.A.
Meeting Date:	6/12/2018
Item Type:	CALL TO ORDER

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Chairman Michael Campbell

SUMMARY:

ADDITIONAL INFORMATION:

Item Number: 2.A.

Meeting Date: 6/12/2018

Item Type: MOMENT OF SILENCE:

AGENDA REQUEST FORM

City Of Cape Coral Charter School Authority

TITLE:

Chairman Campbell

SUMMARY:

ADDITIONAL INFORMATION:

Item Number: 3.A.

Meeting
Date: 6/12/2018

Item Type: PLEDGE OF
ALLEGIANCE:

AGENDA REQUEST FORM
City Of Cape Coral Charter School
Authority

TITLE:

Chairman Campbell

SUMMARY:

ADDITIONAL INFORMATION:

Item Number:	4.A.
Meeting Date:	6/12/2018
Item Type:	ROLL CALL:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Chairman Campbell, Vice-Chair Tami Traiger, Sam Fisher, Robert Miniaci (PR), Vanessa Metzger, Jennifer I. Nelson, District 4, Angela Ticich(Edu), Russell Winstead

SUMMARY:

ADDITIONAL INFORMATION:

Item Number: 5.A.

Meeting
Date: 6/12/2018

Item Type: APPROVAL OF MINUTES:

AGENDA REQUEST FORM
City Of Cape Coral Charter School
Authority

TITLE:

Approval of Regular Governing Board Minutes - May 8, 2018

SUMMARY:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description	Type
▢ BOARD MINUTES MAY 08 2018	Backup Material



GOVERNING BOARD MINUTES

City of Cape Coral Charter School Authority

Governing Board Regular Meeting

Tuesday, May 8, 2018 at 9:00a.m.
Cape Coral City Council Chambers

1. Call to Order

A meeting of the City of Cape Coral Charter School Authority Governing Board of Lee County, Florida, met on Tuesday, May 8, 2018 at Cape Coral Council Chambers. Chairman Michael Campbell called the meeting to order at 9:01a.m.

2. Moment of Silence

Chairman Michael Campbell

3. Pledge of Allegiance to the Flag of the United States of America

Chairman Campbell

4. Board Member Roll Call

Present: Chairman Campbell, Vice-Chair Tami Traiger, Sam Fisher, Krisiti McMillian, Vanessa Metzger, Jennifer I Nelson, District 4, Angela Ticich, Russell Winstead

Absent Unexcused: Ross

Also Present: Jacquelin Collins, Superintendent

MaryAnne Moniz, Business Manager

Danielle Jensen, Director of Procurement and Food Services

Dolores Menendez, City Attorney

Mark Moriarty, Assistant City Attorney, City of Cape Coral

Victoria Bateman, Director, Finance, City of Cape Coral

Britt Martin, Senior Accountant, City of Cape Coral

Jeanette Kreuz, Senior Accountant, City of Cape Coral

Gary Cerny, President, Charter School Foundation
Kevin Brown, Principal, Christa McAuliffe Elementary
Chris Cann, Principal, Oasis Elementary
Donnie Hopper, Principal, Oasis High School
Amanda Sanford, Principal, Oasis High School
Carrie Abes, Christa McAuliffe Elementary
Dierdre Hanley, Oasis Elementary
Heath Sterk, Oasis Middle School
Daniel Flynn, GradyMinor Associates
Michael Miniachi, CME parent rep
Members of the General Public

5. Approval of Previous Minutes

Motion made by Member Fisher, Second by Member Winstead to approve the Minutes of the April 10, 2018. *Unanimous; Motion Carried*

6. Approval of Regular Meeting Agenda

Motion made by Member Fisher, Second by Member Winstead, to approve the Agenda of the Regular Governing Board Meeting, May 8, 2018. *Unanimous; Motion Carried*

7. Public Comment

- A. No Comments from the Public.
- B. Chairman Campbell spoke about the Governing Board and Charter School family appreciation of the dedication and service of former Governing Board Chairmen, Jessica Cosden and Robert Zivkovic. (Plaque Service)
- C. Acknowledgement of new Parent Representative, Michael Miniachi, who will represent Christa McAuliffe Elementary.

8. Consent Agenda

8A.[Approved] NEOLA POLICY 3362 “ANTI-HARASSMENT” Change of Delegation of Authority’s Compliance Officer(s) Motion made by Member Fisher, Second by Member Nelson to approve NEOLA POLICY 3362 “ANTI-HARASSMENT” Change of Delegation of Authority’s Compliance Officer(s) - Superintendent Collins. *Unanimous; Motion Carried*

9. Superintendent Report

Superintendent Collins Report:

Christa McAuliffe Elementary Expansion

Daniel Flynn, Engineer, Wayne Arnold, Director of Planning, and Art Casstianos, Architect GradyMinor & Associates. Discussion Held

Discussion with background and options regarding the Christa McAuliffe Portables expansion and/or construction that needs to be complete by January 2020:

Option 1: Maximum; 2-story expansion with 16 total classrooms-8 top/8 bottom floor

Option 2: Moderate; 2-story expansion with 8 total classrooms-4 top/4 bottom floor

Option 3: 2- Permanent Modular Building with 8 total classrooms with bathrooms in each

Cost estimates (totals):

Option 1: \$6,100,938.00

Option 2: \$3,316,917.00

Option 3: \$1,872,897.00 - Discussion Continued

GradyMinor is moving forward with permitting timeline 7+/- months. Discussion Held
Dolores Menendez, City Attorney, reminded all parties they need to be in partnership with the City and its construction policies. This is not a direct contract; this is to be considered a city project in terms of expanding the city owned facility. Discussion Held

Superintendent - Spiceworks Inventory Tracker

One-stop shop for managing devices, customized reporting and alerting, and software tracking. This program will help us stay in control of our network by capturing a full inventory of our network and helping us track it.

Strategic Plan Goal 2: Organization of Continuous Improvement

Review of 3-year strategic plan that is still rolling out. *Further Explanation Continued*

Strategic Plan Goal 3: Increase Community Engagement

Review of 3-year strategic plan that is still rolling out. *Further Explanation Continued*

10. **Chairman Report**

Recognized new parent representative for Christa McAuliffe Elementary, Michael Miniachi who started the Parent WatchDad program that everyone loves and is very grateful to have at our school. Welcome!

The recent security threat to Oasis Elementary was handled very well by the Superintendent and her staff, in conjunction with the City of Cape Coral law enforcement, and their staff. They are to be commended for their excellent professionalism and quick work.

11. **Foundation Report**

Gary Cerny, Foundation President:

The Rally made about net \$55,000 with \$20,000 earmarked specifically by donors toward specific things. The Auction turned out to be net \$18,000 +/- How funds will be shared and disbursed is still to be determined.

The Lighthouse Awards were on Friday, May 4, 2018 at The Yacht Club; a very good time was had by all. It was a great night to celebrate teachers and outstanding support staff.

Scholarship disbursements and grant writing ideas are still pouring in. *Further Explanation*

12. **Staff Comment**

No Staff Comment

13. **Unfinished Business**

13A[Approved] Superintendent's Performance Evaluation Timeline - Vice-Chair Traiger. Motion made by Member Winstead, Second by Member Fisher to approve the Superintendent's Performance Evaluation Timeline. *Unanimous Motion Carried*

Discussion Held

14. **New Business**

14A [Approved] Chromebook Purchase for Christa McAuliffe Elementary, Oasis Elementary, and Oasis Middle School Before Year-end - Danielle Jensen, Director of Procurement and Food Service. Motion made by Member Fisher, Second by Member Traiger. *Unanimous; Motion Carried*

Discussion Held

15. Final Board Comment and Discussion

No Comments

16. Time and Date of Next Regular Meeting

The next Regular Governing Board Meeting will be held on Tuesday, June 12, 2018 at 9:00 a.m. in Council Chambers.

17. Adjournment

The Governing Board adjourned at 11:36 a.m.

Respectfully Submitted,

Kathleen Paul-Evans

Executive Assistant to the Interim Superintendent

City of Cape Coral Charter School Authority

Secretary

Date of approval

Item Number: 5.B.

Meeting

6/12/2018

Date:

Item Type: APPROVAL OF MINUTES:

AGENDA REQUEST FORM
City Of Cape Coral Charter School
Authority

TITLE:

Approval of Special Meeting Minutes, Superintendent Performance Evaluation - March 6, 2018

SUMMARY:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description

Type

- ▢ BOARD MINUTES SPECIAL MEETING
MARCH 6 2018

Backup Material



SPECIAL MEETING

GOVERNING BOARD MINUTES

City of Cape Coral Charter School Authority

Tuesday, March 6, 2018 at 12:00 p.m.
Oasis High School - Conference Room
3519 Oasis Boulevard, Cape Coral, Florida 33914

1. Call to Order

A Special Meeting of the Governing Board of the City of Cape Coral Charter School Authority took place on Tuesday, March 6, 2018 at 12:00p.m., at Oasis High School - Conference Room, 3519 Oasis Boulevard, Cape Coral, Florida 33914.

This Special Meeting confined all discussions to only those relating to the subject matter of developing an evaluation tool that would be used by Governing Board members for the Performance Evaluation of the Superintendent.

2. Attendees

Those in attendance were: Michael Campbell, Vice-Chairman, Tami Traiger Board Member, Sam Fisher, Board Member; Jacquelin Collins, Superintendent of the City of Cape Coral Charter School Authority; Mark Moriarty, Assistant City Attorney, City of Cape Coral; Vicki Bateman, City of Cape Coral Finance Director; Kathleen Paul-Evans, City of Cape Coral Charter School Authority Governing Board Secretary.

Member Traiger advised the Board should consider the period of time Superintendent Collins is to be responsible for during this short evaluation period, and that they should try to align Strategic Plan targeted areas with any actuals.

Vice Chairman Michael Campbell and board members Traiger and Fisher updated the most recent superintendent evaluation form for content and design.

It was agreed Member Traiger would revise the format of the most recent evaluation tool using the Lee County Schools District model, and present a modified version to the Board at the next Regular Meeting.

Discussion Held

Time and Date of Next Regular Meeting

The next Regular Governing Board Meeting will be held on Tuesday, April 10, 2018, at Oasis High School - Cafeteria, 3519 Oasis Boulevard, Cape Coral, Florida, 33914 at 6:00p.m.

3. Adjournment

There being no further business to discuss the meeting adjourned at 2:58 p.m.

Respectfully Submitted,

Kathleen Paul-Evans

Executive Assistant to the Interim Superintendent

City of Cape Coral Charter School Authority

Secretary

Date of approval

Item Number: 5.C.

Meeting Date: 6/12/2018

Item Type: APPROVAL OF MINUTES:

AGENDA REQUEST FORM
City Of Cape Coral Charter School
Authority

TITLE:

Approval of Special Meeting Minutes, Athletic Dept Job Descriptions - January 18, 2018

SUMMARY:

ADDITIONAL INFORMATION:

ATTACHMENTS:

	Description	Type
▢	BOARD MINUTES SPECIAL MEETING JANUARY 18 2018	Backup Material

VOL. IV

Pgs: 409-411



SPECIAL MEETING GOVERNING BOARD MINUTES

City of Cape Coral Charter School Authority
Thursday, January 18, 2018 at 4:00 p.m.
Oasis High School - Cafeteria

1. Call to Order

A Special Meeting of the City of Cape Coral Charter School Authority Governing Board of Lee County, Florida, met on Thursday, January 18, 2018 at Oasis High School - Cafeteria. Chairman Robert Zivkovic called the meeting to order at 4:02 p.m.

2. Moment of Silence

Chairman Zivkovic

3. Pledge of Allegiance to the Flag of the United States of America

Chairman Zivkovic

4. Board Member Roll Call

Present: Boyer, Vice Chair Campbell, Nelson, McMillan, Ross, Traiger, Winstead, Chair Zivkovic

Absent Excused: Nelson, McMillian

Absent Unexcused: Ross

Also Present: Jacquelin Collins, Superintendent

MaryAnne Moniz, Business Manager

Danielle Jensen, Director of Procurement and Food Services

Vicki McAtee, City of Cape Coral HR, Liaison to the Charter Schools

Mark Moriarty, Assistant City Attorney, City of Cape Coral

Kevin Brown, Principal, Christa McAuliffe Elementary

Brian Montag, Athletic Director

Frank Haba, Physical Education Teacher, Oasis High School

Jason Bowman, Physical Education Teacher, Oasis High School

Bridget Lukomski, Physical Education Teacher, Oasis High School

Sara Crane, Physical Education Teacher, Oasis High School

Members of the General Public

5. Approval of Agenda of Special Meeting

Motion made by Vice Chair Campbell, Second by Member Winsted to approve the Agenda of the Special Meeting, January 18, 2018. *Unanimous; Motion Passed*

6. Public Comment

7. Consent Agenda

Approved Christa McAuliffe Elementary Kindergarten Naples Zoo Field Trip, Feb 2, 2018/Naples, FL - Kevin Brown (Hoffmann). Motion made by Vice Chair Campbell, Second by Boyer. *Unanimous; Motion Passed*

Approved Oasis High School JROTC Lisa Pauchey Drill Meet Field Trip, February 2-3, 2018/Tampa, FL - Amanda Sanford (CSM Paul Pratt). Motion made by Member Fisher, Second by Member Boyer. *Unanimous; Motion Passed*

Approved Oasis High School JROTC Service Marksmanship Championship Field Trip, February 7-11, 2018/Anniston, AL - Amanda Sanford (LTC Terrell Morrow). Motion made by Vice Chair Campbell, Second by Member Fisher. *Unanimous; Motion Passed*

Approved Christa McAuliffe Elementary St. Augustine Field Trip, March 26-27, 2018/St. Augustine, FL-Kevin Brown (Scippo) Motion made by Member Fisher, Second by Member Boyer. *Unanimous; Motion Passed*

8. Superintendent Report

9. Chairman Report

10. Foundation Report**11. Staff Comment****12. Unfinished Business**

Approved US Communities Contract Option to Piggyback AC Units for Christa McAuliffe Elementary, Oasis Elementary and Oasis Middle School-Daniel Jensen, Procurement Motion made by Vice Chair Campbell, Second member Fisher. *Unanimous; Motion Passed*

13. New Business

13A. *Approved* Charter School Athletic Director Salary Range. Motion made by Vice Chair Campbell, Second by Member Fisher. *Unanimous; Motion Passed*

13B. *Approved* Charter School Supervisor, Athletics and Physical Education, (1) job description, (2) salary range and (3) immediate posting for hire.

Discussion Held. Motion made by Member Traiger, Second by Vice Chair Campbell. *Unanimous; Motion Passed*

14. Final Board Comment and Discussion

Member Fisher recommended the Board makes a policy change to the field trip approval process. He would like to have the Board only approve field trips overnight or reaching a certain dollar value. Chairman Zivkovic asked Superintendent Collins to look into the matter and bring it before the Board at the next regular meeting.

15. Time and Date of Next Regular Meeting

The next Regular Governing Board Meeting will be held on Tuesday, February 13, 2018, at 9:00 a.m., in the Cape Coral City Council Chambers.

16. Adjournment

Motion made by Vice Chair Campbell, Second by Member Fisher there being no further business the meeting adjourns at 4:58 p.m. *Unanimous; Motion Passed*

Respectfully Submitted,

Kathleen Paul-Evans

Executive Assistant to the Interim Superintendent

City of Cape Coral Charter School Authority

Secretary

Date of approval

Item Number:	6.A.
Meeting Date:	6/12/2018
Item Type:	APPROVAL OF AGENDA REGULAR MEETING:

AGENDA REQUEST FORM
City Of Cape Coral Charter School
Authority

TITLE:

Approval of Regular Governing Board Meeting, June 12, 2018

SUMMARY:

ADDITIONAL INFORMATION:

Item Number: 8.A.
Meeting Date: 6/12/2018
Item Type: CONSENT AGENDA:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Approval of Superintendent Performance Evaluation Score for Contract Salary Bonus - Vice Chair Traiger

SUMMARY:

The submission deadline for the Superintendent's Performance Evaluation (June 2018) was on or before May 18, 2018.

The May 18th deadline was established during the Governing Board meeting on May 8, 2019 by *unanimous vote*.

Communication to members about abstaining from the evaluation was on May 14, 2018.

Outstanding voting board members were reminded on May 21st to submit their evaluations in order to provide the Superintendent the opportunity to review and respond to evaluations for clarification and/or re-scoring, if necessary, on or before May 24th.

Superintendent Performance Evaluation (June 2018) final results were published May 29th and May 30th (corrected version).

1. "Superintendent Performance Evaluation Score, May 25, 2018:" Reflects the scores of five voting members; 2 voting members abstain.

Overall Score: 3.1 ("Effective" range: 2.500 - 3.249)

A late performance evaluation was received June 5, 2018 at 1:51p.m. This resulted in an "appended to the initial" performance evaluation score.

2. "APPENDED Superintendent Performance Evaluation Score, June 7, 2018:" Reflects six voting members; 1 voting member abstains. Overall Score: 2.97 ("Effective" range: 2.5000 - 3.249)

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description	Type
▣ Superintendent's Performance Evaluation Score: June 2018 (with re-score due to late submission)	Backup Material

Item Number: 8.A.
Meeting Date: 6/12/2018
Item Type: CONSENT AGENDA:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Approval of Superintendent Performance Evaluation Score for Contract Salary Bonus - Vice Chair Traiger

SUMMARY:

The submission deadline for the Superintendent's Performance Evaluation (June 2018) was on or before May 18, 2018.

The May 18th deadline was established during the Governing Board meeting on May 8, 2019 by *unanimous vote*.

Communication to members about abstaining from the evaluation was on May 14, 2018.

Outstanding voting board members were reminded on May 21st to submit their evaluations in order to provide the Superintendent the opportunity to review and respond to evaluations for clarification and/or re-scoring, if necessary, on or before May 24th.

Superintendent Performance Evaluation (June 2018) final results were published May 29th and May 30th (corrected version).

1. "Superintendent Performance Evaluation Score, May 25, 2018:" Reflects the scores of five voting members; 2 voting members abstain.
Overall Score: 3.1 ("Effective" range: 2.500 - 3.249)

A late performance evaluation was received June 5, 2018 at 1:51p.m. This resulted in an "appended to the initial" performance evaluation score.

2. "APPENDED Superintendent Performance Evaluation Score, June 7, 2018:" Reflects six voting members; 1 voting member abstains. Overall Score: 2.97 ("Effective" range: 2.5000 - 3.249)

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description	Type
▢ SUPER PERF EVALS & SCORE MAY 2018	Backup Material
▢ SUPERINTENDENT PERFORMANCE EVALUATION APPENDED JUNE 7 2018	Backup Material

Item Number: 13.A.

Meeting Date: 5/8/2018

Item Type: UNFINISHED BUSINESS:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Discussion of Superintendent's Performance Evaluation Timeline - Vice Chair Traiger

SUMMARY:

Proposed Timeline of Performance Evaluation Submission(s)

On or before **MAY 18, 2018**: All Governing Board member's completed Superintendent Performance Evaluations are to be electronically submitted to the Board Secretary.

On or before **MAY 23, 2018**: Performance Evaluations are reviewed and scored by the Vice-Chair and recorded by the Board Secretary.

On or before **MAY 24, 2018**: The Superintendent receives scored evaluation packet and reviews for any inconsistencies or clarifications.

On or before **JUNE 1, 2018**: The Governing Board Vice-Chair, Superintendent, and Board Secretary acknowledge clarifications have been responded to, and the evaluation is re-scored, if necessary.

On **JUNE 12, 2018**: At the Regular Governing Board Meeting the Superintendent's Performance Evaluation is accepted and recorded.

On or before **JUNE 15, 2018**: Superintendent's Performance Evaluation #1 is appended to the Employment Contract.

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description	Type
☐ Superintendent Performance Evaluation 2017-2018	Backup Material
☐ super eval march 2018 jc	Backup Material

“..the Superintendent’s compensation will be increased...provided the Superintendent receives a positive evaluation in June 2018...” (paragraph 3, see paragraph 7)

SUPERINTENDENT PERFORMANCE EVALUATION JUNE 2018

Charter School
Authority
Superintendent

Jacquelin Collins

DATE OF REVIEW

May 25, 2018

PERFORMANCE EVALUATION STANDARDS AND SCORES

Governing Board Member	Standard 1: Information and Communication	Standard 2: Leadership and Management	Standard 3: Support for Teaching and Learning	Standard 4: Strategic Planning and Continuous Improvement
Michael Campbell, Chair	3.4	3.6	3.8	3.8 [3.65]
Tami Traiger, Vice-Chair	3.6	3.6	3.2	4.0 [3.60]
Sam Fisher, Member	2.6	2.8	2.4	3.17 [2.74]
Vanessa Metzger, Member	ABSTAIN			
Jennifer Nelson, District 4, Member	2.6	2.8	2.0	4.0 [2.85]
Angela Ticich, Member-Education	ABSTAIN			
Russell Winstead, Member	2.6	2.6	2.5	3.0 [2.67]
STANDARD AVERAGE	{2.96}	{3.08}	{2.78}	{3.59}
COLLINS' SELF-EVALUATION	{3.4}	{3.4}	{3.4}	{3.0} [3.3]
OVERALL BOARD AVERAGE	3.10			
“EFFECTIVE” SCORE RANGE	2.500-3.249			
COLLINS' SELF-EVALUATION	3.30			

SAMPLE AREAS OF STRENGTH OR REQUIRES IMPROVEMENT

COMMENTS - EVIDENCE OF STRENGTH

“Conducting the Town Hall with parents and attending PTO meetings exemplifies Mrs. Collins’ commitment to the input of stakeholders, and sensitivity to their concerns for systemic improvement.”

“Mrs. Collins has done extensive work to update the NEOLA policies that had not been updated by the previous administration.”

COMMENTS - ASPECTS REQUIRING IMPROVEMENT

“Recommending you work on communication with your staff and develop stronger performance plans. A good PIP will allow you to demote or terminate an employee with fewer questions because it will be based on fair and consistent leadership.”

“Perhaps develop a quarterly business plan that shows where each goal for the year stands in terms of its progress, to include where we are in line with our budget actual.”

FINAL COMMENTS

Copies of all evaluations will be submitted to the Agenda for Consent during the June 12, 2018 Governing Board Meeting. A copy of this report has been forwarded to Legal Services and Human Resources for contract amendment based on the superintendent’s achievement of a “positive” evaluation by members of the Charter School Authority Governing Board, effective June 15, 2018.

“..the Superintendent’s compensation will be increased...provided the Superintendent receives a positive evaluation in June 2018...” (paragraph 3, see paragraph 7)

SUPERINTENDENT PERFORMANCE EVALUATION JUNE 2018				
Charter School Authority Superintendent	Jacquelin Collins		DATE OF REVIEW	June 7, 2018*
PERFORMANCE EVALUATION STANDARDS AND SCORES				
Governing Board Member	Standard 1: Information and Communication	Standard 2: Leadership and Management	Standard 3: Support for Teaching and Learning	Standard 4: Strategic Planning and Continuous Improvement
Michael Campbell, Chair	3.4	3.6	3.8	3.8 [3.65]
Tami Traiger, Vice-Chair	3.6	3.6	3.2	4.0 [3.60]
Sam Fisher, Member	2.6	2.8	2.4	3.17 [2.74]
Vanessa Metzger, Member	2.2	2.6	2.2	2.3 [2.32]
Jennifer Nelson, District 4, Member	2.6	2.8	2.0	4.0 [2.85]
Angela Ticich, Member-Education	ABSTAIN			
Russell Winstead, Member	2.6	2.6	2.5	3.0 [2.67]
STANDARD AVERAGE	{2.83}	{3.0}	{2.68}	{3.37} [2.97]
COLLINS' SELF-EVALUATION	{3.4}	{3.4}	{3.4}	{3.0} [3.3]
OVERALL BOARD AVERAGE	2.97*			
"EFFECTIVE" SCORE RANGE	2.500-3.249			
COLLINS' SELF-EVALUATION	3.30			
<ul style="list-style-type: none">This is a revised score based on the inclusion of a late submission received 06/05/2018 at 1:51p.m.				
SAMPLE AREAS OF STRENGTH OR REQUIRES IMPROVEMENT				
COMMENTS - EVIDENCE OF STRENGTH				
"Conducting the Town Hall with parents and attending PTO meetings exemplifies Mrs. Collins' commitment to the input of stakeholders, and sensitivity to their concerns for systemic improvement."				
"Mrs. Collins has done extensive work to update the NEOLA policies that had not been updated by the previous administration."				
COMMENTS - ASPECTS REQUIRING IMPROVEMENT				
"Recommending you work on communication with your staff and develop stronger performance plans. A good PIP will allow you to demote or terminate an employee with fewer questions because it will be based on fair and consistent leadership."				
"Perhaps develop a quarterly business plan that shows where each goal for the year stands in terms of its progress, to include where we are in line with our budget actual."				
FINAL COMMENTS				
Copies of all evaluations will be submitted to the Agenda for Consent during the June 12, 2018 Governing Board Meeting. A copy of this report has been forwarded to Legal Services and Human Resources for contract amendment based on the superintendent's achievement of a "positive" evaluation by members of the Charter School Authority Governing Board, effective June 15, 2018. * This is a revised score based on the inclusion of a late submission received 06/05/2018 at 1:51p.m.				

Campbell



Superintendent's Performance Rating for Standard 1: Information and Communication

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
Strategic Plan Goal #1: Strategy 1, Strategy 2, Strategy 3					
I-A	Strives to develop positive relationships with all stakeholders.	X			
I-B	Communicates in a timely manner system wide information, goals, and critical issues to the board members and other stakeholders.			X	
I-D	Establishes positive staff morale through flexibility, support, and recognition of groups and individuals working toward system wide improvement		X		
I-E	Directs the collection and maintenance of information data appropriate to the monitoring of the Strategic Plan.	X			
I-F	Communicates overall Strategic Plan requirements to administrative staff.	X			
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		3.4			



HE - Highly Effective E - Effective NI - Needs Improvement U - Unsatisfactory

Comments:	Communication to the Governing Board needs improvement.
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Me



Superintendent's Performance Rating for Standard 2: Leadership and Management

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
Strategic Plan Goal #2: Strategy 1, Strategy 3 Strategic Plan Goal #3: Strategy 1, Strategy 2					
2-A	Models good leadership by using quality improvement principles, processes and practices in daily administration of the system or area of responsibility.	X			
2-B	Models a collaborative leadership style to involve board members and other stakeholders in establishing and achieving the system's Strategic Plan.		X		
2-C	Implements NEOLA policies and decisions and keeps Board Members well informed.		X		
2-D	Works effectively with City management and departments.	X			
2-E	Understands the prudent use of social networking as a potential vehicle for communicating system wide with the community.	X			
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		3.6			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments: Communication from principals to teachers, staff, and parents needs improvement.
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MC



Superintendent's Performance Rating for Standard 3: Support for Teaching and Learning

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
Strategic Plan Goal #1: Strategy 1, Strategy 2, Strategy 3 Strategic Plan Goal #2: Strategy 2, Strategy 3, Target 5					
3-A	Ensures that training plans are developed to provide skills to employees to accomplish tasks in alignment with the Strategic Plan.	X			
3-B	Appropriately and professionally manages personnel issues including recommendations, evaluations, staff deficiencies, and retention.		X		
3-C	Provides feedback on professional performance and offers assistance to strengthen weaknesses in performance.	X			
3-D	Ensures schools are safe and secure by effectively evaluating and addressing the needs in facilities, staffing, training, monitoring and enforcement.	X			
3-E	Understands and enhances curriculum development to ensure a high quality education for all students.	X			
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		3.8			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments:

MC

Superintendent's Performance Rating for Standard 4: Strategic Planning and Continuous Improvement



Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1pt)
Strategic Plan Goal #2; Target 1, Strategy 1, Target 2, Strategy 2, Target 3, Strategy 3 Target 4, Strategy 4					
4-A	Develops and monitors the Strategic Plan in alignment with the System's mission and goals.	X			
4-B	Manages the implementation of the Strategic Plan in collaboration with the Governing Board.		X		
4-C	Allocates or utilizes resources consistent with the implementation of the Strategic Plan aligning it with budget development.	X			
4-D	Maintains transparency in the budget and budget process to explain how, and why, resources are being allocated.	X			
4-E	Keeps informed on the needs of the system platform - plant, facilities, technology, equipment and supplies.	X			
4-F	Analyzes and uses data for decision making to review or improve actions, plans, processes, and systems.	X			
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		3.8			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments:

Superintendent's Performance Rating Assessment Summary



MC

Write average assessment rating per standard.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1pt)
S-1	Information and Communication	3.4			
S-2	Leadership and Management	3.6			
S-3	Support for Teaching and Learning	3.8			
S-4	Strategic Planning and Continuous Improvement	3.8			
	Overall average (all four categories combined)	3.6			
	Overall Performance Assessment Rating (check box)	X			

The following scale will be used to determine the overall performance rating:

Highly Effective 3.250 - 4.000 Needs Improvement 1.750 - 2.499
 Effective 2.500 - 3.249 Unsatisfactory 1.000 - 1.749

Signature of Evaluating Governing Board Member Michael Campbell	Date 5/17/2018
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12/2/2017
TJ



Superintendent's Performance Rating for Standard 1: Information and Communication

TRAIGER

Check one box for each indicator and circle overall standard rating.				
Strategic Plan Goal #1: Strategy 1, Strategy 2, Strategy 3				
I-A	Strives to develop positive relationships with all stakeholders.	4		
I-B	Communicates in a timely manner system wide information, goals, and critical issues to the board members and other stakeholders.	4		
I-D	Establishes positive staff morale through flexibility, support, and recognition of groups and individuals working toward system wide improvement		3	
I-E	Directs the collection and maintenance of information data appropriate to the monitoring of the Strategic Plan.	4		
I-F	Communicates overall Strategic Plan requirements to administrative staff.		3	
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		3.6		

HE - Highly Effective E - Effective NI - Needs Improvement U - Unsatisfactory

Comments:
Conducting the town hall with parents and attending PTO meetings exemplifies Mrs. Collins commitment to the input of stakeholders and sensitivity to their concerns to systematic improvement. Collecting data prior to the town hall meeting and the presentation of the data to the stakeholders demonstrates careful analysis to identify areas of concern.



Superintendent's Performance Rating for Standard 2: Leadership and Management

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
Strategic Plan Goal #2: Strategy 1, Strategy 3 Strategic Plan Goal #3: Strategy 1, Strategy 2					
2-A	Models good leadership by using quality improvement principles, processes and practices in daily administration of the system or area of responsibility.		3		
2-B	Models a collaborative leadership style to involve board members and other stakeholders in establishing and achieving the system's Strategic Plan.		3		
2-C	Implements NEOLA policies and decisions and keeps Board Members well informed.	4			
2-D	Works effectively with City management and departments.	4			
2-E	Understands the prudent use of social networking as a potential vehicle for communicating system wide with the community.	4			
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		3.6			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments:

Mrs. Collins has done extensive work to update the NEOLA policies that had not been updated by the previous administration.

She has executed the updating of various school policies to provide consistency throughout all four schools on policy and procedures with student safety being paramount. She has developed strong working relationships with the city finance department and city manager and has attended regular meetings throughout the year with these departments. She has coordinated with city departments on real estate acquisition, police security, and expansion planning for CME. She has streamlined to use of social media by each school in order to provide unified information to all families. In times of crisis this year, she has been forthcoming on communication with families.

TT

TT



Superintendent's Performance Rating for Standard 3: Support for Teaching and Learning

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
Strategic Plan Goal #1: Strategy 1, Strategy 2, Strategy 3 Strategic Plan Goal #2: Strategy 2, Strategy 3, Target 5					
3-A	Ensures that training plans are developed to provide skills to employees to accomplish tasks in alignment with the Strategic Plan.		3		
3-B	Appropriately and professionally manages personnel issues including recommendations, evaluations, staff deficiencies, and retention.			2	
3-C	Provides feedback on professional performance and offers assistance to strengthen weaknesses in performance.		3		
3-D	Ensures schools are safe and secure by effectively evaluating and addressing the needs in facilities, staffing, training, monitoring and enforcement.	4			
3-E	Understands and enhances curriculum development to ensure a high quality education for all students.	4			
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		3.2			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments:

Mrs. Collins is committed to maintaining professionalism amongst her staff and recognizes the system has improvements to be made. She is still growing with regard to her interpersonal relationships and leadership abilities. I am confident that within the next

year, she will greatly improve her personnel skills given her changes in administration choices. This summer and fall will provide her opportunities to lay out improved training plans for staff and set the tone for her administration to lead the system with. Mrs. Collins has demonstrated an openness to feedback for improvement and strives to ensure the system is always looking to the future of best educating our students.

TT

TT



Superintendent's Performance Rating for Standard 4: Strategic Planning and Continuous Improvement

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1pt)
Strategic Plan Goal #2; Target 1, Strategy 1, Target 2, Strategy 2, Target 3, Strategy 3 Target 4, Strategy 4					
4-A	Develops and monitors the Strategic Plan in alignment with the System's mission and goals.	4			
4-B	Manages the implementation of the Strategic Plan in collaboration with the Governing Board.	4			
4-C	Allocates or utilizes resources consistent with the implementation of the Strategic Plan aligning it with budget development.	4			
4-D	Maintains transparency in the budget and budget process to explain how, and why, resources are being allocated.	4			
4-E	Keeps informed on the needs of the system platform - plant, facilities, technology, equipment and supplies.	4			
4-F	Analyzes and uses data for decision making to review or improve actions, plans, processes, and systems.	4			
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		4.0			

HE - Highly Effective

E - Effective

NI - Needs Improvement

4

U - Unsatisfactory

Comments:

Mrs. Collins has continuously had the strategic plan in mind with regard to shaping the system and identifying improvement

opportunities. She has provided clear updates to the board about the strategic plan progress on a regular basis with an emphasis on not only identifying those items completed, but giving an honest perspective on those items that are still in progress (systemwide logo).

TT

Superintendent's Performance Rating Assessment Summary



Write average assessment rating per standard.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1pt)
S-1	Information and Communication	3.6			
S-2	Leadership and Management	3.6			
S-3	Support for Teaching and Learning	3.2			
S-4	Strategic Planning and Continuous Improvement	4.0			
	Overall average (all four categories combined)	3.6			
	Overall Performance Assessment Rating (check box)	X			

The following scale will be used to determine the overall performance rating:

Highly Effective	3.250 - 4.000	Needs Improvement	1.750 - 2.499
Effective	2.500 - 3.249	Unsatisfactory	1.000 - 1.749

Signature of Evaluating Governing Board Member <i>Traiger</i>	Date May 16, 2018
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SP



Superintendent's Performance Rating for Standard 1: Information and Communication

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
Strategic Plan Goal #1: Strategy 1, Strategy 2, Strategy 3					
I-A	Strives to develop positive relationships with all stakeholders.		x		
I-B	Communicates in a timely manner system wide information, goals, and critical issues to the board members and other stakeholders.			x	
I-D	Establishes positive staff morale through flexibility, support, and recognition of groups and individuals working toward system wide improvement			x	
I-E	Directs the collection and maintenance of information data appropriate to the monitoring of the Strategic Plan.		x		
I-F	Communicates overall Strategic Plan requirements to administrative staff.		x		
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		2.6			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments:

Appreciate how busy things are and the circumstances of this position, but I still feel that communication with the Board, the community, etc. is an area needing improvement. Great to see positive attitude though , just feel it needs to get shown to more.

SF



Superintendent's Performance Rating for Standard 2: Leadership and Management

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
Strategic Plan Goal #2: Strategy 1, Strategy 3 Strategic Plan Goal #3: Strategy 1, Strategy 2					
2-A	Models good leadership by using quality improvement principles, processes and practices in daily administration of the system or area of responsibility.			x	
2-B	Models a collaborative leadership style to involve board members and other stakeholders in establishing and achieving the system's Strategic Plan.			x	
2-C	Implements NEOLA policies and decisions and keeps Board Members well informed.		x		
2-D	Works effectively with City management and departments.		x		
2-E	Understands the prudent use of social networking as a potential vehicle for communicating system wide with the community.			x	
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		2.4			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments:

Believe this is tied into communication from above. Needs improvement and needs to be a beacon for our system.



Superintendent's Performance Rating for Standard 3: Support for Teaching and Learning

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
Strategic Plan Goal #1: Strategy 1, Strategy 2, Strategy 3 Strategic Plan Goal #2: Strategy 2, Strategy 3, Target 5					
3-A	Ensures that training plans are developed to provide skills to employees to accomplish tasks in alignment with the Strategic Plan.		X		
3-B	Appropriately and professionally manages personnel issues including recommendations, evaluations, staff deficiencies, and retention.			X	
3-C	Provides feedback on professional performance and offers assistance to strengthen weaknesses in performance.		X		
3-D	Ensures schools are safe and secure by effectively evaluating and addressing the needs in facilities, staffing, training, monitoring and enforcement.		X		
3-E	Understands and enhances curriculum development to ensure a high quality education for all students.		X		
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		2.8			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Needs some work regarding personnel but pleased with curriculum development and strategic plan.

54

Fisher
SP

Superintendent's Performance Rating for Standard 4: Strategic Planning and Continuous Improvement



Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1pt)
Strategic Plan Goal #2; Target 1, Strategy 1, Target 2, Strategy 2, Target 3, Strategy 3 Target 4, Strategy 4					
4-A	Develops and monitors the Strategic Plan in alignment with the System's mission and goals.	X			
4-B	Manages the implementation of the Strategic Plan in collaboration with the Governing Board.		X		
4-C	Allocates or utilizes resources consistent with the implementation of the Strategic Plan aligning it with budget development.		X		
4-D	Maintains transparency in the budget and budget process to explain how, and why, resources are being allocated.		X		
4-E	Keeps informed on the needs of the system platform - plant, facilities, technology, equipment and supplies.		X		
4-F	Analyzes and uses data for decision making to review or improve actions, plans, processes, and systems.		X		
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		3.17			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments:
Positive progress with strategic plan and implementing it.

Superintendent's Performance Rating Assessment Summary



SF

Write average assessment rating per standard.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1pt)
S-1	Information and Communication	2.6			
S-2	Leadership and Management	2.4			
S-3	Support for Teaching and Learning	2.80			
S-4	Strategic Planning and Continuous Improvement	3.17			
	Overall average (all four categories combined)	2.74			
	Overall Performance Assessment Rating (check box)		X		
This is a new position. I feel it is early to judge these categories as more time will be needed to fully assess.					

The following scale will be used to determine the overall performance rating:

Highly Effective	3.250 - 4.000	Needs Improvement	1.750 - 2.499
Effective	2.500 - 3.249	Unsatisfactory	1.000 - 1.749

Signature of Evaluating Governing Board Member Samuel J. Fisher	Date 5-18-2018
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Superintendent's Performance Rating for Standard 1: Information and Communication

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
Strategic Plan Goal #1: Strategy 1, Strategy 2, Strategy 3					
I-A	Strives to develop positive relationships with all stakeholders.			✓	
I-B	Communicates in a timely manner system wide information, goals, and critical issues to the board members and other stakeholders.		✓		
I-D	Establishes positive staff morale through flexibility, support, and recognition of groups and individuals working toward system wide improvement				✓
I-E	Directs the collection and maintenance of information data appropriate to the monitoring of the Strategic Plan.		✓		
I-F	Communicates overall Strategic Plan requirements to administrative staff.			✓	
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		2.2			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments: not with staff, lets way to many people go and put kids and parents through too much stress. Need to work with what we have, especially the good teachers and principals

VM
4/9/18



Superintendent's Performance Rating for Standard 2: Leadership and Management

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
Strategic Plan Goal #2: Strategy 1, Strategy 3 Strategic Plan Goal #3: Strategy 1, Strategy 2					
2-A	Models good leadership by using quality improvement principles, processes and practices in daily administration of the system or area of responsibility.			✓	
2-B	Models a collaborative leadership style to involve board members and other stakeholders in establishing and achieving the system's Strategic Plan.			✓	
2-C	Implements NEOLA policies and decisions and keeps Board Members well informed.		✓		
2-D	Works effectively with City management and departments.		✓		
2-E	Understands the prudent use of social networking as a potential vehicle for communicating system wide with the community.		✓		
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		2.6			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments: *to many unhappy teachers because of how they're treated*

VM
6/8/18



Superintendent's Performance Rating for Standard 3: Support for Teaching and Learning

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
Strategic Plan Goal #1: Strategy 1, Strategy 2, Strategy 3 Strategic Plan Goal #2: Strategy 2, Strategy 3, Target 5					
3-A	Ensures that training plans are developed to provide skills to employees to accomplish tasks in alignment with the Strategic Plan.			✓	
3-B	Appropriately and professionally manages personnel issues including recommendations, evaluations, staff deficiencies, and retention.				✓
3-C	Provides feedback on professional performance and offers assistance to strengthen weaknesses in performance.			✓	
3-D	Ensures schools are safe and secure by effectively evaluating and addressing the needs in facilities, staffing, training, monitoring and enforcement.		✓		
3-E	Understands and enhances curriculum development to ensure a high quality education for all students.		✓		
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		2.2			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments: Hired good people with no purpose when they are doing well. Puts jobs out there before staff is given notice. Doesn't work with people to figure out a way to fix it.

MM
4/7/18

Superintendent's Performance Rating for Standard 4: Strategic Planning and Continuous Improvement



Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1pt)
Strategic Plan Goal #2; Target 1, Strategy 1, Target 2, Strategy 2, Target 3, Strategy 3 Target 4, Strategy 4					
4-A	Develops and monitors the Strategic Plan in alignment with the System's mission and goals.			✓	
4-B	Manages the implementation of the Strategic Plan in collaboration with the Governing Board.			✓	
4-C	Allocates or utilizes resources consistent with the implementation of the Strategic Plan aligning it with budget development.		✓		
4-D	Maintains transparency in the budget and budget process to explain how, and why, resources are being allocated.		✓		
4-E	Keeps informed on the needs of the system platform - plant, facilities, technology, equipment and supplies.		✓		
4-F	Analyzes and uses data for decision making to review or improve actions, plans, processes, and systems.			✓	
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		2.3			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments:

VM 4/18

Superintendent's Performance Rating Assessment Summary



Write average assessment rating per standard.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1pt)
S-1	Information and Communication			✓	
S-2	Leadership and Management				✓
S-3	Support for Teaching and Learning				✓
S-4	Strategic Planning and Continuous Improvement			✓	
	Overall average (all four categories combined)			1.5	
	Overall Performance Assessment Rating (check box)			2.3	

The following scale will be used to determine the overall performance rating:

Highly Effective	3.250 - 4.000	Needs Improvement	1.750 - 2.499
Effective	2.500 - 3.249	Unsatisfactory	1.000 - 1.749

Signature of Evaluating Governing Board Member

Date

5/31/18



Superintendent's Performance Rating for Standard 1: Information and Communication

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
Strategic Plan Goal #1: Strategy 1, Strategy 2, Strategy 3					
I-A	Strives to develop positive relationships with all stakeholders.		3		
I-B	Communicates in a timely manner system wide information, goals, and critical issues to the board members and other stakeholders.			2	
I-D	Establishes positive staff morale through flexibility, support, and recognition of groups and individuals working toward system wide improvement			2	
I-E	Directs the collection and maintenance of information data appropriate to the monitoring of the Strategic Plan.		3		
I-F	Communicates overall Strategic Plan requirements to administrative staff.		3		
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		2.6			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments: Jackie- The survey you sent out prior to the Town Hall Meeting was excellent. This survey gave us the necessary data to build upon and allow the upcoming school year to become a benchmark year. The idea you proposed regarding putting together staff changes on one document for the board/ stakeholders at the end of every school year similar to what Lee County does, will help our communication and transparency efforts with all stakeholders..

I would recommend you work on communication with your staff. Examples: The Athletic Director and the HS principal- Focus on developing performance improvement plans with all staff that are having issues. This will allow there to be no questions should you decide to demote or terminate an individual from their position. Performance Issues should never be a surprise and these PIPs will show fair and consistent leadership as their direct supervisor.

JN



Superintendent's Performance Rating for Standard 2: Leadership and Management

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
Strategic Plan Goal #2: Strategy 1, Strategy 3 Strategic Plan Goal #3: Strategy 1, Strategy 2					
2-A	Models good leadership by using quality improvement principles, processes and practices in daily administration of the system or area of responsibility.			2	
2-B	Models a collaborative leadership style to involve board members and other stakeholders in establishing and achieving the system's Strategic Plan.		3		
2-C	Implements NEOLA policies and decisions and keeps Board Members well informed.			2	
2-D	Works effectively with City management and departments.	4			
2-E	Understands the prudent use of social networking as a potential vehicle for communicating system wide with the community.		3		
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		2.8			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments: Jackie- You do a great job collaborating with the city administration/ staff and I appreciate your willingness to develop solutions as a team. 2-A, I would caution you in bringing new, unbudgeted positions/ items to the board for approval prior to doing detailed research. I would like to see you develop an ROI plan for any position/item you feel is warranted that is unbudgeted. This will help the board make an informed decision and hopefully, eliminate the need to eliminate newly created positions due to budgetary constraints. In terms of 2-C, we have some opportunities to rewrite some of these policies to match Chapter 26. I would be happy to take the lead and work with other board members to insure that both governing documents are consistent.

JW



Superintendent's Performance Rating for Standard 3: Support for Teaching and Learning

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
Strategic Plan Goal #1: Strategy 1, Strategy 2, Strategy 3 Strategic Plan Goal #2: Strategy 2, Strategy 3, Target 5					
3-A	Ensures that training plans are developed to provide skills to employees to accomplish tasks in alignment with the Strategic Plan.				
3-B	Appropriately and professionally manages personnel issues including recommendations, evaluations, staff deficiencies, and retention.			2	
3-C	Provides feedback on professional performance and offers assistance to strengthen weaknesses in performance.			2	
3-D	Ensures schools are safe and secure by effectively evaluating and addressing the needs in facilities, staffing, training, monitoring and enforcement.			2	
3-E	Understands and enhances curriculum development to ensure a high quality education for all students.				
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		2			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments: Jackie- I am sorry I could not answer 3-A or 3-E. We have opportunities on our safety measures as evidenced by the abduction that occurred this year. I appreciate you working with Chief Newlan and his team to assist in uncovering all of our opportunities. As I mentioned previously, the development of PIPs will assist in your performance feedback and give you data and facts to back up your plans. This will also help you focus on retention and finding the appropriate staff for the appropriate positions.

JN

Superintendent's Performance Rating for Standard 4: Strategic Planning and Continuous Improvement



Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1pt)
Strategic Plan Goal #2; Target 1, Strategy 1, Target 2, Strategy 2, Target 3, Strategy 3 Target 4, Strategy 4					
4-A	Develops and monitors the Strategic Plan in alignment with the System's mission and goals.		3		
4-B	Manages the implementation of the Strategic Plan in collaboration with the Governing Board.		3		
4-C	Allocates or utilizes resources consistent with the implementation of the Strategic Plan aligning it with budget development.			2	
4-D	Maintains transparency in the budget and budget process to explain how, and why, resources are being allocated.	4			
4-E	Keeps informed on the needs of the system platform - plant, facilities, technology, equipment and supplies.	4			
4-F	Analyzes and uses data for decision making to review or improve actions, plans, processes, and systems.				
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		4			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments: Jackie- I am sorry I could not answer 4-F. 4-C- We have some opportunities to really streamline our strategic plan with our budget process. I would like to see us develop and quarterly business plan (you may already do this) that shows what each goal for the year stands in terms of its progress to include where we are in line with our budget to actual.



JN

Superintendent's Performance Rating Assessment Summary

Write average assessment rating per standard.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1pt)
S-1	Information and Communication	2			
S-2	Leadership and Management	3			
S-3	Support for Teaching and Learning				
S-4	Strategic Planning and Continuous Improvement	4			
	Overall average (all four categories combined)				
	Overall Performance Assessment Rating (check box)	3			

The following scale will be used to determine the overall performance rating:

Highly Effective

3.250 - 4.000

Needs Improvement

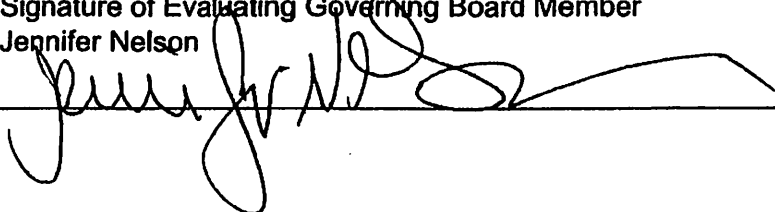
1.750 - 2.499

Effective

2.500 - 3.249

Unsatisfactory

1.000 - 1.749

Signature of Evaluating Governing Board Member Jennifer Nelson 	Date 29 May, 2018
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Superintendent's Performance Rating for Standard 1: Information and Communication

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
Strategic Plan Goal #1: Strategy 1, Strategy 2, Strategy 3					
I-A	Strives to develop positive relationships with all stakeholders.		x		
I-B	Communicates in a timely manner system wide information, goals, and critical issues to the board members and other stakeholders.			x	
I-D	Establishes positive staff morale through flexibility, support, and recognition of groups and individuals working toward system wide improvement			x	
I-E	Directs the collection and maintenance of information data appropriate to the monitoring of the Strategic Plan.		x		
I-F	Communicates overall Strategic Plan requirements to administrative staff.		x		
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		2.6			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments:

**This is a new position. I feel it is early to judge these categories as more time will be needed to fully assess.



RW

Superintendent's Performance Rating for Standard 2: Leadership and Management

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
Strategic Plan Goal #2: Strategy 1, Strategy 3 Strategic Plan Goal #3: Strategy 1, Strategy 2					
2-A	Models good leadership by using quality improvement principles, processes and practices in daily administration of the system or area of responsibility.			X	
2-B	Models a collaborative leadership style to involve board members and other stakeholders in establishing and achieving the system's Strategic Plan.			X	
2-C	Implements NEOLA policies and decisions and keeps Board Members well informed.		X		
2-D	Works effectively with City management and departments.		X		
2-E	Understands the prudent use of social networking as a potential vehicle for communicating system wide with the community.		X		
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		2.6			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments:

**This is a new position. I feel it is early to judge these categories as more time will be needed to fully assess.



Superintendent's Performance Rating for Standard 3: Support for Teaching and Learning

Check one box for each indicator and circle overall standard rating.					
Strategic Plan Goal #1: Strategy 1, Strategy 2, Strategy 3 Strategic Plan Goal #2: Strategy 2, Strategy 3, Target 5		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
3-A	Ensures that training plans are developed to provide skills to employees to accomplish tasks in alignment with the Strategic Plan.		X		
3-B	Appropriately and professionally manages personnel issues including recommendations, evaluations, staff deficiencies, and retention.			X	
3-C	Provides feedback on professional performance and offers assistance to strengthen weaknesses in performance.				
3-D	Ensures schools are safe and secure by effectively evaluating and addressing the needs in facilities, staffing, training, monitoring and enforcement.		X		
3-E	Understands and enhances curriculum development to ensure a high quality education for all students.			X	
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		2.5			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments:

3-C left blank, do not have enough information for assessment.

This is a new position. I feel it is early to judge these categories as more time will be needed to fully assess.



Superintendent's Performance Rating for Standard 4: Strategic Planning and Continuous Improvement

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1pt)
Strategic Plan Goal #2; Target 1, Strategy 1, Target 2, Strategy 2, Target 3, Strategy 3 Target 4, Strategy 4					
4-A	Develops and monitors the Strategic Plan in alignment with the System's mission and goals.		x		
4-B	Manages the implementation of the Strategic Plan in collaboration with the Governing Board.		x		
4-C	Allocates or utilizes resources consistent with the implementation of the Strategic Plan aligning it with budget development.		x		
4-D	Maintains transparency in the budget and budget process to explain how, and why, resources are being allocated.		x		
4-E	Keeps informed on the needs of the system platform - plant, facilities, technology, equipment and supplies.		x		
4-F	Analyzes and uses data for decision making to review or improve actions, plans, processes, and systems.		x		
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.		3			

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

Comments:

This is a new position. I feel it is early to judge these categories as more time will be needed to fully assess.



Superintendent's Performance Rating Assessment Summary

Write average assessment rating per standard.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1pt)
S-1	Information and Communication	2.6			
S-2	Leadership and Management	2.6			
S-3	Support for Teaching and Learning	2.5			
S-4	Strategic Planning and Continuous Improvement	3.0			
	Overall average (all four categories combined)	2.675			
	Overall Performance Assessment Rating (check box)				
This is a new position. I feel it is early to judge these categories as more time will be needed to fully assess.					

The following scale will be used to determine the overall performance rating:

Highly Effective	3.250 - 4.000	Needs Improvement	1.750 - 2.499
Effective	2.500 - 3.249	Unsatisfactory	1.000 - 1.749

Signature of Evaluating Governing Board Member	Date
Russ Winstead	5-18-2018



Superintendent's Performance Rating for Standard 1: Information and Communication

J. Collins Self Evaluation

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
Strategic Plan Goal #1: Strategy 1, Strategy 2, Strategy 3					
I-A	Strives to develop positive relationships with all stakeholders.	x			
I-B	Communicates in a timely manner system wide information, goals, and critical issues to the board members and other stakeholders.		x		
I-D	Establishes positive staff morale through flexibility, support, and recognition of groups and individuals working toward system wide improvement		x		
I-E	Directs the collection and maintenance of information data appropriate to the monitoring of the Strategic Plan.		x		
I-F	Communicates overall Strategic Plan requirements to administrative staff.	x			
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.					

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

JK

Comments:

I - A Town Hall Meeting (3 since January), Newsletter on website, attended 4 staff meetings since January, Parent Committee development

I-B OES child abduction, Shooting threat, responses to concerned parents, city communication, financial communication

I-D Kasie wise teacher pay - city to do salary study, implementation of merit pay, standards based math development, Math Coach to classrooms for assistance, attendance of events, Bootcamp, Pep-rally, Awards ceremonies, moving up ceremonies, graduation ceremonies, etc.

I-E Update report to board in April and May on strategic plan progress

I-F Admini team designed strategic plan, designed prof. Develop plans, they have been involved on every component.

70



Superintendent's Performance Rating for Standard 2: Leadership and Management

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
Strategic Plan Goal #2: Strategy 1, Strategy 3 Strategic Plan Goal #3: Strategy 1, Strategy 2					
2-A	Models good leadership by using quality improvement principles, processes and practices in daily administration of the system or area of responsibility.		x		
2-B	Models a collaborative leadership style to involve board members and other stakeholders in establishing and achieving the system's Strategic Plan.	x			
2-C	Implements NEOLA policies and decisions and keeps Board Members well informed.		x		
2-D	Works effectively with City management and departments.	x			
2-E	Understands the prudent use of social networking as a potential vehicle for communicating system wide with the community.		x		
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.					

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

82

Comments:

2-A Partnership with city staff, law enforcement, Rediker team, staff improvements: changed job descriptions, increased pay, time on duty.

2-B Developed Hurricane Plan, Parent involvement Plan, Leave procedures, Student Attendance Policy, Anti-harassment compliance workshop, developed Staff Procedural manual, Internal funds Operation Guide, LEAD program for future administrators.

Social networking pages (Twitter, Facebook and Instagram) are run only by principal or PTO (under guidance of principal). Updated NEOLA 3140, Termination and Suspension of Employees NEOLA 1122 Non-discrimination and Equal Employment Opportunity, NEOLA 9160 Complaint Procedures Related to Alleged Discrimination,



Superintendent's Performance Rating for Standard 3: Support for Teaching and Learning

Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1 pt)
Strategic Plan Goal #1: Strategy 1, Strategy 2, Strategy 3 Strategic Plan Goal #2: Strategy 2, Strategy 3, Target 5					
3-A	Ensures that training plans are developed to provide skills to employees to accomplish tasks in alignment with the Strategic Plan.	X			
3-B	Appropriately and professionally manages personnel issues including recommendations, evaluations, staff deficiencies, and retention.		X		
3-C	Provides feedback on professional performance and offers assistance to strengthen weaknesses in performance.		X		
3-D	Ensures schools are safe and secure by effectively evaluating and addressing the needs in facilities, staffing, training, monitoring and enforcement.		X		
3-E	Understands and enhances curriculum development to ensure a high quality education for all students.	X			
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.					

HE - Highly Effective E - Effective NI - Needs Improvement U - Unsatisfactory

JK

Comments:

3-A Math Implementation session K - 5 and 6 - 12, AICE safety trainings, Sexual Harassment Trainings, Internal Funds trainings, budget workshops,

3-B Education Week Virtual Career Fair, UCF Job fair, FSW Job Fair, National Network postings: Indeed.com, Top School jobs postings, Teacher,eachar .com, K-12 Jobspot, SchoolSpring.com, Handshake.com

3-D see 3-A

3-E Math alignment - standards based teaching implementation with J. Omundsen, Interpretation of scores with teachers grades 3 - 12, Planning and strategizing at OES for ability grouping and accelerated classroom placement, OMS - new procedures for level three students to take Algebra 1, Addition of pre-calculus, pre-statistics before placing students in AICE Math.

TC

Superintendent's Performance Rating for Standard 4: Strategic Planning and Continuous Improvement



Check one box for each indicator and circle overall standard rating.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1pt)
Strategic Plan Goal #2; Target 1, Strategy 1, Target 2, Strategy 2, Target 3, Strategy 3 Target 4, Strategy 4					
4-A	Develops and monitors the Strategic Plan in alignment with the System's mission and goals.		x		
4-B	Manages the implementation of the Strategic Plan in collaboration with the Governing Board.		x		
4-C	Allocates or utilizes resources consistent with the implementation of the Strategic Plan aligning it with budget development.		x		
4-D	Maintains transparency in the budget and budget process to explain how, and why, resources are being allocated.		x		
4-E	Keeps informed on the needs of the system platform - plant, facilities, technology, equipment and supplies.		x		
4-F	Analyzes and uses data for decision making to review or improve actions, plans, processes, and systems.		x		
To find an average score for this category, add rating points and divide by the number of questions. Place your score in the box on the right.					

HE - Highly Effective

E - Effective

NI - Needs Improvement

U - Unsatisfactory

30

Comments:

4-A A Strategic plan was aligned with AdvancED Accreditation recommendations, System wide needs based on previous unmet goals from existing plans and new directions from current administrative and stakeholder staff.

Superintendent's Performance Rating Assessment Summary



Write average assessment rating per standard.		HE (4 pts)	E (3 pts)	NI (2 pts)	U (1pt)
S-1	Information and Communication				
S-2	Leadership and Management				
S-3	Support for Teaching and Learning				
S-4	Strategic Planning and Continuous Improvement				
	Overall average (all four categories combined)				
	Overall Performance Assessment Rating (check box)				

EMPLOYMENT CONTRACT BETWEEN
JACQUELIN D. COLLINS AND
THE CAPE CORAL CHARTER SCHOOL AUTHORITY

This employment contract made and entered this 9th day of January 2018, by and between the Cape Coral Charter School Authority (hereinafter referred to as Authority) and Jacquelin D. Collins, (hereinafter referred to as Superintendent).

WHEREAS, Authority desires to provide Superintendent with a written employment contract to enhance administrative stability and continuity within the Cape Coral Charter Schools, which Authority believes improves the quality of its overall educational program; and

WHEREAS, Authority and Superintendent believe that a written employment contract is necessary to describe the relationship and to serve as the basis of effective communication between them as they fulfill their governance and administrative functions in the operation of the education program of the schools;

NOW, THEREFORE, Authority and Superintendent, for the consideration herein specified, agree as follows:

1. Duties

Superintendent agrees during the period of this contract to faithfully perform her duties and obligations in such capacity for the Authority including, but not limited to, those duties required by federal law, state law, the City Charter of the City of Cape Coral, Chapter 26 of the City of Cape Coral Code of Ordinances, as amended, as well as the duties set forth in the Superintendent's job description attached as Exhibit "A". Superintendent shall devote her full time, attention and energy to the business of the Cape Coral Charter Schools. She will not accept any form of employment other than that as Superintendent of the Cape Coral Charter Schools during the term of this and any subsequent contracts if she is employed as Superintendent of the Cape Coral Charter Schools unless

specifically approved by the Authority.

2. Term

Authority, in consideration of the promises herein contained of Superintendent, hereby employs and Superintendent hereby accepts employment as Superintendent of Cape Coral Charter Schools for a term commencing January 9, 2018 and ending June 30, 2019.

3. Compensation

Authority shall pay Superintendent at an annual salary rate of one hundred seventeen thousand dollars (\$117,000.00) per year. Superintendent's compensation will be increased to one hundred twenty thousand dollars (\$120,000.00) per year provided the Superintendent receives a positive evaluation in June 2018 (see paragraph 7). Any adjustment to the Superintendent's rate of compensation after June 2018 will be negotiated by and between the Authority Board and the Superintendent. Superintendent is not eligible to receive pay increases authorized for instructional staff or non-instructional administrators, unless the Superintendent position is expressly included in the authorization.

4. Benefits

Authority agrees to provide benefits that include, but are not limited to, health, term life/accidental death & dismemberment (AD&D) and long-term disability (LTD) to Superintendent. Authority will also make the employer contributions to the Florida Retirement System. Authority may make available to Superintendent a deferred compensation or other supplemental retirement plan in its sole discretion. Benefits may be changed at any time during the term of this contract by Authority. Authority will provide at least thirty (30) days' notice preceding any change or modification of benefits. Changes may include, but are not limited to, a requirement that Superintendent pays a portion of a benefit previously provided at no cost, the type of benefit plan offered, a change in group healthcare coverage, or the group health care provider. The terms, conditions, and provisions of the policy that is in effect at the time any claim is made will govern and control the procedures for filing any claim and any benefits due and

owing under the policy.

5. Leave

Upon the execution of this Agreement continuing her employment with the Authority, the Superintendent is entitled to carry over her accumulated leave that she earned under her prior contract. Superintendent shall accumulate earned leave time at a rate of 13.33 hours per month for each month worked. Such leave not used during the school year may be carried over to the next school year up to a maximum of 600 hours of total leave. If Superintendent fails to use all accrued leave exceeding 600 hours by the end of the school year, Superintendent shall forfeit all leave hours exceeding 600 hours. Upon termination or resignation, Superintendent will be paid up to the amount of Superintendent's accrued leave at the time of resignation or termination not to exceed 600 hours, except as provided in paragraph 9.C. Superintendent shall also be eligible to receive up to ten (10) days of vacation leave that must be taken during June or July at a time when the operational requirements of the charter school system do not require the presence of Superintendent. This vacation leave will not be deducted from other accumulated leave, will not be on a use or lose basis, will not be carried over if not used, and Superintendent will not be paid for any of these vacation leave days upon termination or resignation. In addition, Superintendent shall be entitled to military reserve leave time pursuant to Florida law. Superintendent shall submit written requests for leave to the Cape Coral Charter School Authority Board Chair, or in the Chair's absence, to the Vice-chair. Written approval by the Authority Board Chair, or in the Chair's absence, by the Vice-chair is required to approve Superintendent's requests for leave. Notice of requests and approvals will be provided to all members of the Authority Board. Unless she is on a scheduled leave, the Superintendent is expected to be at work, or otherwise available by telephone. During winter and spring breaks, if the operational requirements of the charter school system do not require the presence of the Superintendent, she is expected to be available by telephone.

6. General Business Expenses

The Superintendent may apply for payment of or reimbursement of actual and necessary expenses related to the performance of Superintendent's duties including but not limited to the following:

- a) Reasonable professional dues and subscriptions;
- b) Reasonable educational expenses to maintain or improve Superintendent's professional skills as well as expenses for travel, room, and meals for attending professional conferences, workshops, conventions, and seminars; and
- c) Reasonable membership fees or dues to enable the Superintendent to become an active member in local civic clubs or organizations.

The Superintendent shall obtain the approval of the Authority Board prior to incurring any fees or travel expenses that require the Superintendent to travel more than fifty (50) miles one way. Prior approval by the Authority Board is not needed for fees and expenses that require the Superintendent to travel fifty (50) miles one way or less. In no case shall the Superintendent's expenses exceed the amount approved by the Authority in its annual budget.

Time utilized by the Superintendent performing Superintendent's duties out of the office or away from school campuses will not be deducted from the Superintendent's accumulated leave time.

The Authority shall provide Superintendent with a computer, software, fax/modem, and cell phone allowance of \$80.00 per month for Superintendent to perform her job and to maintain communication. Within five (5) days after termination of employment, whether voluntary or involuntary, Superintendent shall return to Authority or its designee all equipment or items in the possession of former Superintendent that are the property of Authority. For any equipment or items not returned to Authority, Superintendent hereby authorizes Authority to withhold from any funds due Superintendent upon termination the replacement cost for any equipment or items not returned within the five (5) day period.

7. Evaluation of Superintendent

The Authority shall evaluate Superintendent by June 15, 2018 and by December 15, 2018, and by June 15 and December 15 of each subsequent year

during the term of any subsequent contracts.

8. Indemnification/ Professional Liability

Authority agrees that it shall defend, hold harmless and indemnify Superintendent from all demands, claims, suits, actions and legal proceedings, if any, brought against Superintendent in her individual capacity or in her official capacity as agent or employee of the Authority, provided the incident arose while Superintendent was acting within the scope of her employment and excluding criminal litigations. The Authority shall cover legal expenses in defense of claims and payment of judgments resulting from her functioning as Superintendent. In no case will individual Authority Board Members be considered personally liable for indemnifying Superintendent against such demands, claims, suits, action and legal proceedings

9. Termination of Contract

A. Termination by Authority with Cause. Superintendent has no property rights or other rights to continued employment except as provided herein, and nothing in this Contract shall prevent, limit, or otherwise interfere with the right of the Authority to terminate this Contract with or without cause at any time. Examples of acts by the Superintendent that will constitute grounds for the Authority to immediately terminate Superintendent "for cause" under this Contract include, but are not limited to: Conviction of a felony crime; conviction of a crime of moral turpitude such as an act of fraud or other crime involving dishonesty; violation of the Authority's Drug Free Workplace policy as it may be amended from time to time; or breach of any provision of this Contract.

In the event of termination for cause, Authority shall have no obligation to Superintendent for any salary, severance, or other compensation, or any other form of benefits under this Contract except for: (a) compensation earned prior to the effective date of termination, (b) vested benefits Superintendent has accrued under any retirement or deferred compensation plan sponsored by Authority, or (c) other benefits mandated under state or federal law for departed employees (such as COBRA health benefits).

B. Termination by Authority Without Cause. Upon the provision of at

least thirty (30) days' notice, the Authority Board by a majority vote of its membership, may terminate the employment of Superintendent without cause.

C. Termination by Superintendent. Superintendent shall provide the Authority Board at least ninety (90) days' advanced written notice of her intent to terminate this contract, or otherwise resign her position for any reason. If Superintendent fails to provide notice, Superintendent shall forfeit all accrued leave hours provided for in paragraph 5 above unless otherwise approved by the Authority Board.

In addition, Superintendent shall provide the Authority Board at least ninety (90) days advanced written notice of her good faith intent to either renew or not renew this contract. If Superintendent fails to provide notice, Superintendent shall forfeit all accrued leave hours provided in paragraph 5 above unless otherwise approved by the Authority Board.

10. Savings Clause

If, during the term of this contract, it is found that a specific clause of the contract is illegal in federal or state law, the remainder of the contract not affected by such a ruling shall remain in force.

11. Applicable Law

This contract shall be governed by and construed in accordance with the laws of the state of Florida. In the event of any litigation with respect to this contract, the parties agree that venue shall be in Lee County, Florida.

12. Assignment

This contract shall inure to the benefit of and shall be binding upon Authority and Superintendent, but may not be assigned by Superintendent.

13. Notices

Any notice required or permitted to be given under this contract, shall be sufficient if in writing and delivered to the party involved.

14. Attorney's Fees

Subject to Section 768.28, Florida Statutes, if either party breaches this contract and the other party is required to enforce the terms of this contract, the prevailing party in any litigation shall be entitled to recover all costs incurred to

and including reasonable attorney's fees prior to trial, at trial and/or on appeal. Notwithstanding the foregoing, Superintendent and Authority acknowledge and agree that Authority is entitled to the benefits of sovereign immunity as provided by Florida law and in no event, shall the Authority's liability under this section exceed the liability limits established by Section 768.28, Florida Statutes.

15. Entire Agreement

This contract contains the entire agreement concerning employment arrangements between Authority and Superintendent. This contract may not be changed, modified or amended except by a writing signed by both parties.

16. Paragraph Headings

The paragraph headings contained herein are for reference only and shall not in any way affect the meaning or interpretation of this contract.

17. Revocation of Previous Contract

All previous contracts of employment entered by Superintendent and Authority are hereby declared null and void.

IN WITNESS WHEREOF, Authority has approved this employment contract at a regular meeting and Superintendent has approved this employment contract on the day and year specified above.

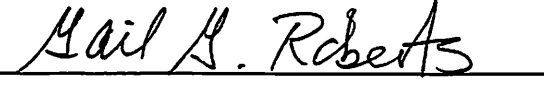
SUPERINTENDENT

CHARTER SCHOOL AUTHORITY


Jacquelin D. Collins


Robert Zivkovic, Chair

APPROVED AS TO FORM:


Gail G. Roberts
Assistant City Attorney

Item Number: 8.B.
Meeting Date: 6/12/2018
Item Type: CONSENT AGENDA:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Approval of General Personnel Recommendations including administrative, certificated, support, substitute staff and out-of-field appointments - Superintendent Collins

SUMMARY:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description	Type
▣ TROOP MOVEMENTS JUNE 2018	Backup Material
▣ TEACHER RETENTION RATES 2015-2018 JUNE	Backup Material

Status	Name	Location and Position	To/Position	Reason	Effective Date
Certified-New Hire	Leeper, Dawn	Christa McAuliffe Elementary	Teacher-Kindergarten		7/1/18
Certified-New Hire	Evensen, Carol	Christa McAuliffe Elementary	Teacher-Grade2		7/1/18
Certified-New Hire	Golliher, Katie	Christa McAuliffe Elementary	Teacher-Grade4		7/1/18
Certified-New Hire	Baty, Kolby	Christa McAuliffe Elementary	Teacher-ESE		7/1/18
Certified-Change of Assignment	Pink, Tina	Christa McAuliffe Elementary	Teacher, Math to Teacher-Grade 5		7/1/18
Certified-Change of Assignment	Moore, Nicole	Christa McAuliffe Elementary	Teacher-Grade2 to Teacher, Math		7/1/18
Certified-Change of Assignment	Jacobs, Jamie	Christa McAuliffe Elementary	Teacher-Grade 1 to Teacher-Grade K		7/1/18
Certified-Change of Assignment	Fisher, Heather	Christa McAuliffe Elementary	Teacher-Media to Teacher-Grade 1		7/1/18
Certified-Change of Assignment	Herrschaft, Natalie	Christa McAuliffe Elementary	Teacher-ESE to Teacher-Grade 5		7/1/18
Certified-Change of Assignment	Llanes, Christi	Christa McAuliffe Elementary	Teacher-Grade 3 to Teacher-Grade 4		7/1/18
Certified-Change of Assignment	Rodriguez, Gelsy	Christa McAuliffe Elementary	Teacher-K to Teacher-Grade 2		7/1/18
Certified-Change of Assignment	Abes, Carrie	Christa McAuliffe Elementary	Teacher-Grade 5 to Teacher-STEM I ab		7/1/18
Certified-Separation	Meehan, Melissa	Christa McAuliffe Elementary	Teacher	Personal	6/30/18
Certified-Separation	Hoerner, Christine	Christa McAuliffe Elementary	Teacher	*AEO	6/30/18
Certified-Separation	Tablada, Franchezka	Christa McAuliffe Elementary	Teacher	*AEP	5/4/18
Certified-Separation	Dooley, Kathleen	Christa McAuliffe Elementary	Teacher	*AEO	1/5/18
Resignation	Iannacone, Anthony	Christa McAuliffe Elementary	IT Specialist	Involuntary	5/30/18
Retirement	Long, Rhonda	Christa McAuliffe Elementary	Teacher	Retired	6/30/18

*AEOC= Accepted Employment Outside of County

*AEO= Accepted Employment Other

AEP=Accepted Employment Private

Status	Name	Location and Position	To/Position	Reason	Effective Date
Admin- New Hire	Cann, Christopher	Oasis Elementary-Principal			4/23/18
Admin- Change of Assignment	Fennell, Christopher	Oasis Elementary-Interim Principal	Interim Principal to Assistant Principal		4/22/18
Admin-Separation	Fennell, Christopher	Oasis Elementary-Assistant Principal		AEOC*	6/30/18
Certified- Change of Assignment	Brock, Deanna	Oasis Elementary- 4th Teacher	Oasis High -Teacher ELA	Transfer- OHS	6/30/18
Certified-Resignation	Angeloro, Amber	Oasis Elementary-Gifted Teacher		Personal	6/30/18
Certified-Resignation	Branham, Brianna	Oasis Elementary-Kindergarten Teacher		AEO*	3/30/18
Certified-Resignation	Neilson, Cindy	Oasis Elementary-Clinic Assistant		Voluntary	2/28/18
Certified-Resignation	Rogers, Cindy	Oasis Elementary-Clinic Assistant		Contract Terminated	5/10/18
Certified-Resignation	Lowman, Shara	Oasis Elementary- RN		Voluntary	2/28/18
Change of Assignment	Lowe, Denise	Oasis Elementary-Receptionist	Receptionist to Information Specialist		12/14/18
Resignation	Allen, Kim	Oasis Elementary-Information Specialist		Voluntary	12/13/17
Certified-Resignation	Kukurugya, Anne	Oasis Elementary-Guidance Counselor		Moved Out of State	6/30/18
Certified-Resignation	Nowicki, Anne	Oasis Elementary School- ESE Teacher		Moved Out of County	6/30/18
Resignation	Beatty, Elaine	Oasis Elementary- Art Paraprofessional		Moved Out of County	12/22/17
Resignation	Lanzilotta, Melissa	Oasis Elementary-Cafeteria Manager		Voluntary	6/30/18
Resignation	Fajardo, Nancy	Oasis Elementary-Office Assistant		Voluntary	1/5/18
Resignation	Lopez, Amparo	Oasis Elementary-Cafeteria		Voluntary	4/20/18
Resignation	Bukousky, Barb	Oasis Elementary-Information Specialist		Retired	8/1/17

Status	Name	Location and Position	To/Position	Reason	Effective Date
Certified- Resignation	Popp, Victoria	Oasis Elementary- 2nd Teacher		Voluntary	8/1/17

*AEOC= Accepted
Employment
Outside of County

*AEO= Accepted
Employment Other

Status	Name	Location and Position	To/Position	Reason	Effective Date
Admin-Change of Assignment	Collins, Elisa	Oasis Middle	Assistant Principal to Teacher	Demotion	8/3/18
Certified Change of Assignment	Malone-Ramos, Jennif	Oasis Middle	Teacher ESE to Teacher-Science		6/30/18
Certified Change of Assignment	Pacheco, Diana	Oasis Middle Teacher-Electives	Oasis Middle-Para 1 (Safety and Security)	Demotion	6/30/18
Certified Change of Assignment and Transfer	Dahl, Sherri	Oasis Middle-Teacher, Art	Oasis High-Teacher, Art		6/30/18
Certified-Separated	Lutz, David	Oasis Middle	Oasis Middle School-Teacher Art	Contract Expired	6/30/18
Certified-Separated	Domrase, Carissa	Oasis Middle-Teacher, STEM		Moving out-of-State	6/30/18
Certified-Separated	Proctor, Kristina	Oasis Middle-Teacher, STEM		Moving out-of-State	6/30/18
Retired	Carson, Joe	Oasis Middle-Teacher, Math		Retirement	6/30/18

Status	Name	Location and Position	To/Position	Reason	Effective Date
Admin- New Hire	Dr.Britton, Christina	Oasis High School - Principal			5/30/18
Admin- Change of Assignment	Sanford, Amanda	Oasis High School	Principal to Assistant Principal	Demotion	6/30/18
Admin-Separation	Graham, Keith	Oasis High School-Asistant Principal		Contract Expired	6/30/18
Certified- Change of Assignment	Campbell, Joan	Oasis High School-Teacher Math	Oasis High -Teacher ASL		6/30/18
Certified Change of Assignment and Transfer	Hart, Sherri	Oasis High School-Teacher Art	Oasis Middle School-Teacher Art		6/30/18
Certified Change of Assignment and Transfer	Montag, Brian	Oasis High School-Athletic Director	Oasis Midle School-Teacher Health		6/30/18
Certified-Resignation	Prawitz, Adam	Oasis High School-Teacher Technology		Voluntary	2/23/18
Certified-Resignation	Prawitz, Charity	Oasis High School-Teacher Culinary		Involuntary	1/26/18
Certified Retired	Hall, Terry	Oasis High School-Career Specialist		Retired	6/30/18
Separated	Emer, Angela	Oasis High-Teacher		Contract Expired	6/30/18
Separated	Filer, Michael	Oasis High -Teacher		Contract Expired	6/30/18
Separated	Pottruck, Adam	Oasis High-Teacher		Contract Expired	6/30/18
Separated	Butterfield, William	Oasis High-Teacher		*AEOC	6/30/18
Separated	Chaney, Katie	Oasis High-Teacher		*AEOC	6/30/18
Separated	Childs, Erica	Oasis High-Teacher		*AEP	6/30/18
Separated	Garretto, Kristina	Oasis High-Teacher		*AEOC	6/30/18
Separated	Medina-Parto, Mirta	Oasis High-Teacher		Personal	1/9/18
Separated	Sandel, Michelle	Oasis High-Teacher		*AEOC	6/30/18
Separated	Vanderheyden, Rae	Oasis High -Teacher		Personal	6/30/18
Separated	Ware, Jeannie	Oasis High-Teacher		Moving Out of State	6/30/18
*AEOC= Accepted Employment Outside of County		*AEO= Accepted Employment Other	AEP=Accepted Employment Private		

Status	Name	Location and Position	To/Position	Reason	Effective Date
Admin- Separation	Moldawsky, Marek	Oasis High School- Supervisor of Athletics		Position Eliminated	6/30/18
Certified- Separation	Scippo, Dana	Christa McAuliffe Elementary-Teacher		Personal	6/30/18
Support-Separation	Olson, Marsha	Christa McAuliffe Elementary-Para		Involuntary	3/30/18
Support-New Hire	Joachim, Katie	Christa McAuliffe Elementary-Media			7/1/18
Admin-New Hire	Grecsek, Mary Beth	Oasis Elementary- Assistant Principal			7/1/18

*AEOC= Accepted
Employment
Outside of County

*AEO= Accepted
Employment Other

AEP=Accepted
Employment Private

CCCCSA Teacher retention rates since 2015

These statistics come from a variety of sources: Turnover rates from 2015 - 2016 are from the School Public Accountability Reports (SPARS) website. The turnover rates from 2016 - 2017 were generated by our city accountant, Brit Martin and the 2017 - 2018 results are an estimation based on teacher turnover as of 6/6/18. The following numbers ONLY reflect movement of instructional staff (Teachers only).

2015 - 2016 system wide turnover rates for teachers 17.5%

2016 - 2017 system wide turnover rates for teachers 19.7%

2017 -2018 system wide turnover rates for teachers 19.2%

Breakdown by school:

2015 - 2016

OHS teacher turnover rate 26%

Lee County Turnover Rates 2015 - 2016

Gateway Charter High School 37.9%

Mariner High School 22.1%

Island Coast High School 20.7%

Ida Baker High School 16.3%

Cape Coral High School 11.5%

OMS teacher turnover rate 20.6%

Six Mile Charter Academy 36.5%

Cape Coral Charter School 42.5%

Caloosa Middle 29.8

Diplomat Middle 21.6%

Gulf Middle 20%

Challenger Middle 15.5%

CME teacher turnover rate 12.7%

Cape Elementary 17.1%

OES teacher turnover rate 10.9%

Trafalger Elementary 15.1%

Gulf Elementary 14.3%

Diplomat Elementary 11.3%

Caloosa Elementary 10.8

2016 - 2017

OHS teacher turnover rate 27%

OMS teacher turnover rate 20.8%

OES teacher turnover rate 15%

CME teacher turnover rate 16%

2017 - 2018

OHS teacher turnover rate 32%

OMS teacher turnover rate 15%

OES teacher turnover rate 11.8 %

CME teacher turnover rate 18%

Item Number: 8.C.
Meeting Date: 6/12/2018
Item Type: CONSENT AGENDA:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Ratification of Skofstad Settlement Agreement and Release - Superintendent Collins

SUMMARY:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description	Type
▢ SKOFSTAD SETTLEMENT AGREEMENT AND RELEASE	Backup Material

SETTLEMENT AGREEMENT AND RELEASE

THIS SETTLEMENT AGREEMENT AND RELEASE (the "Agreement") is made and entered into between the Plaintiff, JAMIE SKOFSTAD, Individually and as the Next Friend and Parent to KYLIE SKOFSTAD, a minor ("Skofstad" or "Plaintiff"), and the Defendant, the CITY OF CAPE CORAL, d/b/a CAPE CORAL CHARTER SCHOOL AUTHORITY, a Political subdivision of the State of Florida (the "Authority" or "Defendant"), with Plaintiff and Defendant referred to hereafter collectively as the "Parties" and individually as "Party, and is effective as of the date the last signature is executed and dated in the signature page included at the end of this Agreement.

WHEREAS, Plaintiff commenced a lawsuit against Defendant in the matter of JAMIE SKOFSTAD, Individually and as the Next Friend and Parent to KYLIE SKOFSTAD, a minor, Plaintiff, vs. CITY OF CAPE CORAL, d/b/a CAPE CORAL CHARTER SCHOOL AUTHORITY, a Political subdivision of the State of Florida, Defendant, Case No. 16-CA-002306, by filing a Summons and Complaint on June 29, 2016 in the Circuit Court of the Twentieth Judicial Circuit in and for Lee County, Florida, (the "Lawsuit");

WHEREAS, the Authority has denied that it has engaged in any wrongdoing regarding the allegations of the Lawsuit;

WHEREAS, the Parties intend to amicably compromise and settle the Lawsuit and finally resolve all controversies between them; and

NOW, THEREFORE, in consideration of the mutual promises set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged and conclusively established, the Parties covenant and agree as follows:

1. **No Admissions.** Neither this Agreement nor anything in it shall act as or constitute an admission of liability or wrongdoing by Defendant. This Agreement may not be offered or received in evidence in any action or proceeding as evidence or an admission of liability or wrongdoing. By entering into this Agreement, Defendant acknowledges no liability or wrongdoing. All such liability or wrongdoing is expressly denied.
2. **Complete Release of All Claims By Plaintiff.** Plaintiff, for herself and on behalf of her daughter Kylie Skofstad as her parent and next friend, and on behalf of her representatives, agents, heirs, administrators, successors and assigns, and any person or entity acting by or through her (referred to in this clause as "RELEASORS"), for and in consideration of the payment of the total sum set forth herein, together with other consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby remise, release, acquit, satisfy and forever discharge the Authority and its past and present parent, subsidiary, affiliate or predecessor entities, and any and all of his, her, its and their respective past and present officials, officers, directors, shareholders, members, partners, employees, attorneys, accountants, representatives, agents, heirs, administrators, insurers, assigns, subsidiaries, predecessors, successors-in-interest, and all other individuals or entities which may have been liable in connection with the allegations and damages alleged in the Lawsuit (including but not limited to the City of Cape Coral)



(referred to collectively in this clause as the "RELEASEES"), of and from any and all manner of, lawsuits, actions, causes of action, suits, debts, sums of money, accounts, reckonings, contracts, controversies, agreements, promises, damages, and demands whatsoever, in law or in equity, which Releasors had or now have, or which any successor or assign of Plaintiff hereafter can, shall or may have, against any of the Releasees for, upon, or by reason of any matter, cause or thing whatsoever, from the beginning of the World through and including the date of this Agreement, whether known or unknown, direct or indirect, vested or contingent arising out of the claims, allegations, and circumstances relating to the Lawsuit. This release includes but is not limited to all lawsuits arising under any of the laws of the United States or of any State, and all lawsuits and claims that were raised or could have been raised against the Releasees in a lawsuit or legal proceeding relating to the Lawsuit. Additionally, Releasors specifically release the Releasees from any lawsuit, demand, or liability for costs or attorneys' fees incurred in connection with the Lawsuit.

3. **Court Approval of Executed Settlement Agreement.** Within ten (10) days of Plaintiff's receipt of a complete execution of this Agreement, Plaintiff shall seek a Court Order approving the Agreement.
4. **Total Payment.** Within thirty (30) days from the receipt of a Court Order approving the Agreement as stated in Paragraph 3 above, the Authority agrees to pay the Plaintiff, c/o Goldstein, Buckley, Cechman, Rice & Purtz, P.A. Trust Account, Tax ID 59-1410317, the total sum of thirty-four thousand dollars (\$34,000.00). The payment will in no way be construed as an admission of any wrongdoing by Defendant, but solely to amicably resolve the Lawsuit.
5. **Dismissal of the Lawsuit.** Within ten (10) days after Plaintiff's receipt of the payment referenced in Paragraph 4 above, Plaintiff shall cause to be filed a dismissal with prejudice of the Lawsuit. The Parties agree that each party shall bear its own costs and attorneys' fees incurred in connection with the Lawsuit.
6. **Non-Disparagement.** Plaintiff agrees to refrain from making any oral or written communication to any person or entity regarding the Lawsuit, which disparages, or has the effect of damaging the reputation of the Authority or the City of Cape Coral.
7. **Representations and Warranties.** The signatories hereto represent and warrant that they possess the full and complete authority to covenant, represent, and agree as herein provided, and further represent and warrant that they have the full and complete authority to execute this Agreement. Each Party further represents that:
 - a. there is no action, lawsuit, litigation, proceeding, situation, or dispute which is pending or, to such Party's knowledge, threatened against such Party that affects such Party's ability to perform its obligations hereunder;
 - b. they have consulted with their attorneys prior to executing this Agreement;

- c. they understand the provisions of this Agreement and have executed this Agreement fully aware of its content, purpose, and effect, based upon each Party's sole judgment, belief, and knowledge;
 - d. they are not relying on representations or statements made by anyone other than those representations and statements set forth in this Agreement;
 - e. their execution of this Agreement is a knowing and voluntary act; and
 - f. the Parties have not made any promise, representation, or warranty whatsoever, express or implied, not contained in this Agreement to induce the other to execute this Agreement, and they have not executed this Agreement in reliance upon any such promise, representation, or warranty.
8. **Attorneys' Fees and Costs.** Each Party will be responsible for paying their own attorneys' fees, costs, and expenses arising out of or connected with the Lawsuit, including but not limited to the preparation and execution of this Agreement.
9. **Construction of this Agreement; Mutually Drafted.** The Parties hereby stipulate that this Agreement was the result of an arms-length negotiation between the Parties represented by counsel. Each and every provision of this Agreement shall be construed as though the Parties participated equally in the drafting of the same, and any rule of construction that a document is to be construed against the drafting party shall not be applicable to this Agreement. The headings of the paragraphs of this Agreement are inserted only for the purpose of convenience of reference and shall not be deemed to govern, limit, modify, or in any manner affect the scope, meaning, or intent of the provisions of this Agreement or any part or portion thereof, nor shall they otherwise be given any legal effect. The use of the term "it" when referring to a person shall include "he" or "she" as appropriate; the use of the conjunctive shall include the disjunctive, and vice versa; and the singular shall include the plural, and vice versa.
10. **Binding and Enforceable Agreement.** Each Party waives and relinquishes any and all rights, under principles of law and equity, to rescind, vacate, or otherwise challenge this Agreement (including its making or enforceability), including but not limited to duress, coercion, unilateral mistake, mutual mistake, fraud in the inducement, or breach of any obligations or duties which any Party owed, or may have owed, any other Party from the beginning of the world to the date of this Agreement, arising under statutory or common law, or rule of procedure.
11. **Parties in Interest.** This Agreement shall be binding upon and inure to the benefit of the heirs, successors, and assignees of the Parties hereto (including the heirs, successors, and assignees of Kylie Skofstad). No Party may assign his, her, or its rights and obligations under this Agreement, in whole or in part, without the prior written consent of each other Party, which may be withheld or granted in each other Party's sole and absolute discretion.
12. **Governing Law, Venue, and Personal Jurisdiction.** This Agreement shall be governed by, and construed in accordance with, the laws of the State of Florida applicable to contracts executed in and to be performed in that state and without regard to any

applicable conflicts of law. In any action between or among the Parties hereto arising out of or relating to this Agreement or any of the transactions contemplated by this Agreement each Party irrevocably and unconditionally consents and submits to the jurisdiction and venue of the United States District Court for the Middle District of Florida and the Twentieth Judicial Circuit in and for Lee County, Florida.

13. **Complete Agreement.** The Parties agree that this Agreement contains the entire agreement between them and supersedes all prior or contemporaneous agreements, negotiations, understandings, and proposed agreements, oral or written, between the Parties hereto as of this date. To the extent any exist, all agreements entered into between the Parties prior to the date of the execution of this Agreement are hereby null and void.
14. **Severability.** If any provision of this Agreement is contrary to, prohibited by, or deemed invalid under applicable law or regulation, such provision shall be inapplicable and deemed omitted to the extent so contrary, prohibited or invalid, but the remainder of this Agreement shall not be invalidated thereby and shall be given full force and effect so far as possible. If any provision of this Agreement may be construed in two or more ways, one of which would render the provision invalid or otherwise voidable or unenforceable and another of which would render the provision valid and enforceable, such provision shall have the meaning which renders it valid and enforceable.
15. **Execution in Counterparts.** This Agreement may be signed in any number of counterparts, with the same effect as if the signatures thereto were upon the same instrument. Telecopied and scanned email signatures shall be deemed originals.

[SIGNATURE BLOCKS BEGIN ON FOLLOWING PAGE]

WITNESS my hand and seal on the date set forth by the notary below.

CAPE CORAL CHARTER SCHOOL
AUTHORITY

By: Jaquelin Collins
Its: SUPERINTENDENT

STATE OF FLORIDA)
COUNTY OF Lee)
SS.

BEFORE ME, the undersigned authority, in the State and County stated above, personally appeared Jaquelin Collins, on behalf of the CAPE CORAL CHARTER SCHOOL AUTHORITY, who executed before me the foregoing Settlement Agreement and Release, and who acknowledged before me that he/she executed the same, and who:

- ☒ is personally known to me, or
☐ produced _____, as identification.

Witness my Hand and Official Seal at Lee County, Florida, this 21st day of May, 2018.

Mary Moniz
Notary Public, State of Florida

My Commission expires: 2/22/20



MARY MONIZ
MY COMMISSION # FF 930287
EXPIRES: February 22, 2020
Bonded Thru Budget Notary Services

WITNESS my hand and seal on the date set forth by the notary below.

JAMIE SKOFSTAD

**By: Jamie Skofstad, Individually and as
Next Friend and Parent to Kylie Skofstad**

STATE OF FLORIDA

)

ss.

COUNTY OF _____

)

**BEFORE ME, the undersigned authority, in the State and County stated above,
personally appeared JAMIE SKOFSTAD who executed before me the foregoing Settlement
Agreement and Release, and who acknowledged before me that she executed the same, and who:**

- ☐ **is personally known to me, or**
- ☐ **produced _____, as identification.**

**Witness my Hand and Official Seal at _____ County, Florida, this _____ day of
June, 2017.**

Notary Public, State of Florida

My Commission expires:

Item Number:	9.A.
Meeting Date:	6/12/2018
Item Type:	SUPERINTENDENT REPORT:

AGENDA REQUEST FORM
City Of Cape Coral Charter School
Authority

TITLE:

Discussion of NEOLA POLICY 1130: "Appointment, Assignment, Transfer, and Promotion of Administrators," and NEOLA POLICY 3120: "Employment of Instructional Staff" - Superintendent Collins

SUMMARY:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description	Type
▣ NEOLA POLCY 1130 AND 3120 EXPLAINED	Backup Material

Cape Coral Charter School Authority Bylaws & Policies

1130 - APPOINTMENT, ASSIGNMENT, TRANSFER, AND PROMOTION OF ADMINISTRATORS

The Governing Board believes that the appropriate placement of qualified and competent staff is essential to the success of the Authority.

Appointment and Assignment

The Superintendent shall submit written recommendations with regard to the appointment and assignment of administrators for Board action.

The Board shall act not later than three (3) weeks following the receipt of FSA scores and data, including school grades, or June 30th, whichever is later, on the Superintendent's nominations of supervisors, principals, and members of the instructional staff.

In accordance with State law, the Board may reject the Superintendent's recommendations for initial appointment and assignment, or re-appointment and assignment, for good cause.

Promotion and Transfer

Pursuant to State law, the Superintendent's primary consideration in recommending an individual for promotion must be the individual's demonstrated effectiveness pursuant to F.S. 1012.34.

When need be, the Superintendent shall submit written recommendations with regard to the promotion or transfer of administrative staff for Board action.

In accordance with State law, the Board may reject the Superintendent's recommendation for the transfer or promotion of an administrative staff member for good cause.

Required Reporting

The Superintendent must annually notify the parent of any student who is assigned to a school with an administrator having two (2) consecutive annual performance evaluation ratings of unsatisfactory, two (2) annual performance evaluation ratings of unsatisfactory within a three (3) year period, or three (3) consecutive annual performance evaluation ratings of needs improvement or a combination of needs improvement and unsatisfactory. The Superintendent shall also comply with all other reporting requirements set forth in State law.

Duties, Days, and Hours

The Superintendent shall communicate the duties, days, and hours of the various classifications of administrators.

- A. Administrative staff shall perform the duties required by Florida statutes and Board policy, as well as all other generally accepted administrative duties such as supervision of bus loading zones, chaperoning students, and other reasonable duties as may be assigned by the administrator's immediate supervisor. Failure to perform such duties in an acceptable manner shall constitute a violation of an administrator's contract and just cause for disciplinary action.
- B. Administrative staff are responsible for student control and supervision at any location on campus or during school-sponsored activities.
- C. Administrators shall not permit their family or friends by their presence to interfere with performance of their duties during working hours.

Employment and Supervision of Relatives (Nepotism)

Two (2) or more relatives shall not work in the same school/department except by permission of the Superintendent. In the event that an administrator, due to some unusual circumstance, may have been placed in the same school/department with a relative, the administrator may continue in the position until reassigned to a position of comparable grade, pay, and reasonable personal convenience.

- A. Relatives may be employed in the same school/department when specifically recommended by the administrator and approved by the Superintendent on the grounds that it is to the advantage of the Authority.
- B. Under no circumstances shall a person supervise the work of a relative.
- C. "Relative" means an individual who is related to the supervisor as father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half-brother, half-sister, grandfather, grandmother, grandchild, or members of the same household.

F.S. 112.3135, 1012.22, 1012.23, 1012.2315, 1012.27, 1012.28, 1012.34

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Cape Coral Charter School Authority Bylaws & Policies

3120 - EMPLOYMENT OF INSTRUCTIONAL STAFF

The Governing Board recognizes that it is vital to the successful operation of the Authority that positions created by the Board be filled with highly qualified and competent personnel. Any person employed in an instructional position requiring certification shall possess a valid certificate issued pursuant to Florida law and shall file the certificate with the Authority.

For purposes of this policy, instructional staff includes, but is not limited to the following: classroom teachers, librarians/media specialists, guidance counselors, social workers, career specialists, school psychologists, curriculum coordinator, and other instructional staff (such as: primary specialists, learning resource specialists, instructional trainers, and adjunct educators), and additional The School Board of

Lee County defined positions including, but not limited to, registered nurses, audiologists, and speech pathologists.

The Superintendent shall also conduct employment history checks of all candidates for instructional staff positions. The employment history check shall include, but not be limited to, contacting any previous employer and screening the candidate through the use of the screening tools described in State law. If contact with (a) previous employer(s) cannot be made, the Superintendent shall document the efforts made to do so.

Any instructional staff member's misstatement of fact material to qualification for employment or the determination of salary shall be considered to constitute grounds for dismissal.

A candidate shall be disqualified from employment in any position that requires direct contact with students if the candidate is ineligible for such employment under F.S. 1012.315.

The Board shall approve employment, upon recommendation of the Superintendent.

Upon Board approval of employment, each instructional staff member shall execute a written contract as required by State law and Policy [3128](#) - Contracts: Instructional Personnel

ADDITIONAL REQUIREMENTS FOR CORE AREA TEACHERS

The Authority seeks to employ "highly qualified" teachers in the core areas. Core area teachers are defined in State and Federal law to include English, reading or language arts, mathematics, science, foreign languages, civic and government, economics, arts, history, and geography. This also includes Exceptional Student Education teachers who teach core area subjects.

Pursuant to Federal law, the specific requirements to attain "highly qualified" status are established by the Florida Department of Education.

The Authority must have a plan and show annual progress towards meeting these teacher qualification requirements.

F.S. 1012.01, 1012.22, 1012.24, 1012.27, 1012.32, 1012.315, 1012.33, 1021.42

F.S. 1012.55, 1012.56

F.A.C. 6A-1.0502, 6A-1.0503

20 U.S.C. 6301

20 U.S.C. 7801

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 Reply all |   Delete Junk |  ...

Fw: NEOLA 1130

JC

Jacquelin Collins

Yesterday, 4:16 PM

Governing Board; Kathleen Paul-Evans 

  Reply all | 

Inbox

Mark and I have researched this policy The jist of the policy is this:

Appointment and Assignment

The Superintendent shall submit written recommendations with regard to the appointment and assignment of administrators for Board action.

The Board shall act not later than three (3) weeks following the receipt of FSA scores and data, including school grades, or June 30th, whichever is later, on the Superintendent's nominations of supervisors, principals, and members of the instructional staff.

In accordance with State law, the Board may reject the Superintendent's recommendations for initial appointment and assignment, or re-appointment and assignment, for good cause.

Promotion and Transfer

Pursuant to State law, the Superintendent's primary consideration in recommending an individual for promotion must be the individual's demonstrated effectiveness pursuant to F.S. 1012.34.

When need be, the Superintendent shall submit written recommendations with regard to the promotion or transfer of administrative staff for Board action.

In accordance with State law, the Board may reject the Superintendent's recommendation for the transfer or promotion of an administrative staff member for good cause.

So, if we follow the Lee County School District's procedure for meeting this policy, we will add, via consent agenda, a list of all hires, transfers and appointments of all staff at the June 12th meeting. We can also do the same thing in August as there will be additional hires that will occur over the summer. This will keep us in compliance with this policy.

Here is the interesting thing Mark found: NEOLA Policy 1130 is based upon Florida Statutes §1012.22(1)(a). Charter Schools are exempted from following Florida Statutes §1012.22(1)(a) by Florida Statutes §1002.33 (16).

Therefore, Mark and I will be reviewing all policies this summer starting with the 1000's to make sure that we add applicable new policy updates and review all existing policies. NEOLA was developed for public schools, not charters necessarily and there are policies that simply do not apply to us, policies that we are exempt from and policies that need to be modified to fit our system.

Rest assure, we will have a big job ahead of us this summer but by the time we are done we will be able to present to the board changes and updates that are fitting to our system. Please call me for questions.

Jacquelin Collins
Superintendent

SUNSHINE LAW & PUBLIC RECORDS CAUTION:

Most E-mail communications made or received by staff are considered public records that must be retained and, upon request, made available to the public and media. There should be no expectation of privacy. This communication is intended only for the addressee. If you are not the intended recipient, do not copy, disclose, or distribute this message to anyone else. If you have received this communication in error, please contact the sender of the message to inform him or her of the error and then delete this message.

From: Mark Moriarty <mmoriart@capecoral.net>
Sent: Tuesday, May 29, 2018 4:54 PM
To: Jacquelin Collins
Cc: Gail Prosser; Lisa Fowler; Cathy Salvia
Subject: RE: NEOLA 1130

Hi Jacquelin:

Yes. Your strategy would comply with NEOLA Policy 1130. A conservative reading of the language of **"Promotion and Transfer"** is the need arises whenever a promotion or a transfer is made.

As an aside, NEOLA Policy 1130 is based upon Florida Statutes §1012.22(1)(a). Charter Schools are exempted from following Florida Statutes §1012.22(1)(a) by Florida Statutes §1002.33 (16).

NEOLA Policy 1130 and Florida Statutes § 1012.22 (1)(a) are premised upon the idea that the school board has the authority to form contracts with the instructional personnel of the school system. See NEOLA Policy 3120: *"The Board shall approve employment, upon recommendation of the Superintendent. Upon Board approval of employment, each instructional staff member shall execute a written contract as required by State law and Policy 3128 - Contracts: Instructional Personnel."*

I've copied Gail Prosser on this email. If the Board approves employment contracts based upon your recommendations, in my opinion you've satisfied both NEOLA policies.

I will call you tomorrow to follow up with you. Thanks ~ Mark.

From: Jacquelin Collins [mailto:Jacquelin.Collins@capecharterschools.org]
Sent: Tuesday, May 29, 2018 2:44 PM
To: Mark Moriarty <mmoriart@capecoral.net>
Subject: Fw: NEOLA 1130

Appointment and Assignment

The Superintendent shall submit written recommendations with regard to the appointment and assignment of administrators for Board action.

The Board shall act not later than three (3) weeks following the receipt of FSA scores and data, including school grades, or June 30th, whichever is later, on the Superintendent's nominations of supervisors, principals, and members of the instructional staff.

In accordance with State law, the Board may reject the Superintendent's recommendations for initial appointment and assignment, or re-appointment and assignment, for good cause.

So, if we follow the Lee County School District's procedure for meeting this policy, we will add via consent agenda, a list of all hires, transfers and appointments of all staff at the June 12th meeting. We can also do the same thing in August as there will be additional hires that will occur over the summer.

Promotion and Transfer

Pursuant to State law, the Superintendent's primary consideration in recommending an individual for promotion must be the individual's demonstrated effectiveness pursuant to F.S. 1012.34.

When need be, the Superintendent shall submit written recommendations with regard to the promotion or transfer of administrative staff for Board action.

In accordance with State law, the Board may reject the Superintendent's recommendation for the transfer or promotion of an administrative staff member for good cause.

How do you recommend I interpret "If need be...." under Promotion and Transfer?

Jacquelin Collins
Superintendent
City of Cape Coral Charter School Authority
(239) 424-6100

SUNSHINE LAW & PUBLIC RECORDS CAUTION:

Most E-mail communications made or received by staff are considered public records that must be retained and, upon request, made available to the public and media. There should be no expectation of privacy. This communication is intended only for the addressee. If you are not the intended recipient, do not copy, disclose, or distribute this message to anyone else. If you have received this communication in error, please contact the sender of the message to inform him or her of the error and then delete this message.

Item Number:	9.B.
Meeting Date:	6/12/2018
Item Type:	SUPERINTENDENT REPORT:

AGENDA REQUEST FORM
City Of Cape Coral Charter School
Authority

TITLE:

Discussion of SUMMIT Contract Renewal - Superintendent Collins

SUMMARY:

ADDITIONAL INFORMATION:

Item Number:	9.C.
Meeting Date:	6/12/2018
Item Type:	SUPERINTENDENT REPORT:

AGENDA REQUEST FORM
City Of Cape Coral Charter School
Authority

TITLE:

Discussion of "Parents & Guardians" : A system-wide clearing house for parent questions and concerns. - Superintendent Collins

SUMMARY:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description	Type
▣ Parents & Guardians Group	Backup Material



PARENTS & GUARDIANS

Your System-wide Information and Resource Group
City of Cape Coral Charter School Authority

2018-2019 School Leaders:

Mindy Russell (CME), Michele Hildebrand (OES), Barb Klepper (OMS),
Kari Logan(OHS)

OUR INTENTION

Parents & Guardians is our system-wide parent, guardian, and stakeholder focus group with the sole intention of bridging communication with school leadership. We want to help clarify issues, understand governing policies, and maintain our charter school system's vision through cooperative discussions.

OUR PURPOSE

Parents & Guardians will operate as a clearing house for questions and concerns about our school's Mission, leadership strategies, the progress and achievement of our strategic plan goals, and capitalizing on educational opportunities that are available for our students and teachers.

OUR MISSION

Parents & Guardians will develop an informational and promotional online link that will be a resource hub for parents and stakeholders. This platform will help them to better communicate with school leadership their expectations of the school system, as well as understand the system's capabilities of fulfillment.

OUR STRATEGY

Parents & Guardians main strategy will be to maintain a question and response online link. The group will also be responsible for summarizing PTO news and activities into quarterly reports, and to share this information with parent representatives of the Charter School Authority Governing Board, teacher liaisons, and the Superintendent.

OUR PROMISE

Parents & Guardians promises to promote the Charter School Authority as a positive, nurturing, well-designed learning environment. We will support our school leadership and respectfully engage with them in fact-based dialogues. Parents & Guardians value their child's entire educational experience above all else. Together, we are truly, *"Four Schools, One Vision."*

Item Number: 11.A.

Meeting Date: 6/12/2018

Item Type: FOUNDATION REPORT:

AGENDA REQUEST FORM

City Of Cape Coral Charter School Authority

TITLE:

President's Message - Gary Cerny

SUMMARY:

ADDITIONAL INFORMATION:

Item Number:	14.A.
Meeting Date:	6/12/2018
Item Type:	NEW BUSINESS:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Approval of FY2019-2021 Proposed Operating Budget - MaryAnne Moniz, Business Manager

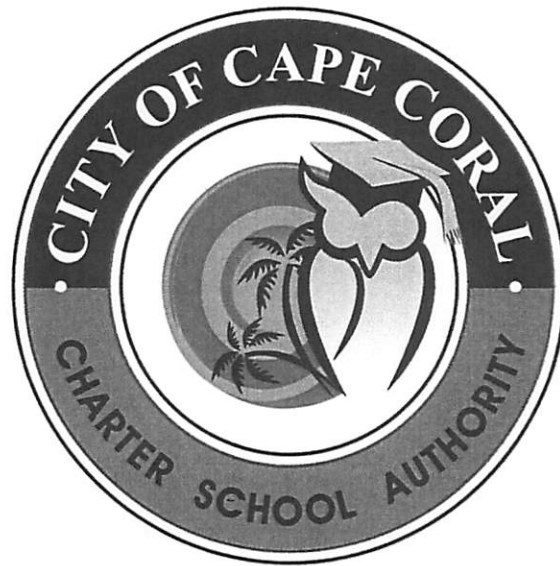
SUMMARY:

ADDITIONAL INFORMATION:

ATTACHMENTS:

	Description	Type
▣	BUDGET PROPOSED OPERATING FY 2019-2021	Backup Material

City of Cape Coral Charter School Authority



Fiscal Years 2019-2021 Proposed Operating Budget

TABLE OF CONTENTS

Budget Summary & Highlights.....	6
Enrollment.....	8
Revenues.....	12
Intergovernmental.....	14
Public Education Capital Outlay.....	19
Charges for Services.....	21
Miscellaneous.....	22
Other.....	23
Expenditures.....	26
Personnel.....	28
Staffing Summary.....	30
Operating.....	36
Capital Outlay.....	38
Capital Asset Improvement Program.....	40
Capital Asset Improvement Program.....	A1
Capital Asset Equipment Program.....	A2
Appendices.....	42
FY 2019-2021 Proposed Revenue for all Schools.....	B1
FY 2019-2021 Proposed Revenue by School.....	B2
FY 2019-2021 Proposed Expenditures for all Schools.....	B3
FY 2019-2021 Proposed Expenditures by Program.....	B4
FY 2019-2021 Proposed Expenditures by School.....	B5

“PARTNERING FOR EXCELLENCE”

Our schools will be a community – nurturing system that will optimize learning through teaching and parental involvement. To that end, partnerships will be established:

- Between the classroom teacher and the students that model the qualities of good character, and allow collaboration throughout the learning process to achieve academic success, and celebrate accomplishments together.
- Between the parents and school personnel that promote open communication, encourages a sense of teamwork and cooperation, and develops the concept of true community support of education.
- Between colleagues, in order to establish a school learning community that applies proven effective classroom learning strategies and management practices that increase student achievement, and creates a positive collegial atmosphere.
- Among students so that all feel safe, comfortable, and accepted, and where students encourage each other, work and play with each other, and support each other's interests and learning.
- Between administrators and teachers, where professionalism and personal integrity promotes shared decision-making, empowerment, and the uplifting of staff as they undertake the most important mission of all: creating successful students.

BUDGET SUMMARY & HIGHLIGHTS

Budget Summary & Highlights.....6

Enrollment.....8

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BUDGET SUMMARY & HIGHLIGHTS

Presented for your consideration is the FY 2019-FY 2021 Proposed Operating Budget for the City of Cape Coral Charter School Authority. This is the second consecutive year that the Charter Schools have budgeted in a three year rolling format which will allow for better planning and consideration for future financial decisions and succession of our schools. While a three year budget is presented throughout this document, it should be noted that the Charter School Governing Board will only be approving the Proposed Operating Budget for FY 2019.

The FY 2019-FY2021 Proposed Rolling Budget was prepared by the Charter School Business Manager, under the direction of the Superintendent, with the involvement of the school principals and internal departments. Two Budget Workshops were held which involved thorough discussions of the system's current and long-term financial needs allowing decisions to be made in order to present a balanced budget.

The budget serves as a financial and operational plan that demonstrates how the system intends to allocate its resources. The process is subject to continuous improvement as our system strives to meet the needs of students and the ever changing environment. All those involved are dedicated to ensuring that all available resources are used effectively to benefit our student population and enhance programs through continuous enrichment.

The total FY 2018-2019 Proposed Operating Budget of \$33,169,645 supports the four individual schools, two VPK programs, and the Authority's Administration functions respectively. This represents an increase of \$1,194,962 or 3.74% over the previous year's Amended Operating Budget.

The current proposed operating revenue is estimated at \$24,111,954 and current Fund Balance totals \$9,057,691. Fund Balance comprises of Restricted Fund Balance of \$1,697,980 associated with the FY 2018 Discretionary Capital, \$793,905 in Committed Fund Balance associated with the \$530,650 in Safety Initiatives and \$263,255 in remaining funds to replace air conditioning units, \$889,344 in Assigned Balances, and \$5,676,462 in Unassigned Balances.

Revenues have increased by \$375,077 or 1.58% overall. Fund Balance reflects an increase of 9.95% which is primarily associated with the \$1,697,980 in Discretionary Capital Funds which have been set aside until a final determination is made on whether or not the schools can use this funding.

Expenditures were developed using a zero-based budget approach, previous year actual performance with necessary modifications, as well as a 2.5-3.0% increase assumption where necessary. Greater detail will be provided throughout this document relating to the various methods used.

The current proposed operating expenditures total \$24,641,262 excluding \$8,528,383 in Reserves. Expenditures reflect a decrease of \$351,417 or -1.41% when compared to the FY 2018 Amended Budget.

Capital Outlay funding totals \$32,791 and is requested primarily to support Rediker Software and Library Books. Due to revenue shortfalls, the Charter School Authority has postponed capital improvements into future years once again. Additional detail can be found in the Capital Asset Improvement appendices of this document as well as a list of capital items included in this proposed budget.

In summary, current budgeted revenues of \$24,111,954 will not meet the current expenditure needs of \$24,641,262; therefore, the use of \$529,308 in existing reserves to support this budget is anticipated. While expenditures have been reduced in FY 2018-2019 by \$351,417 over the previous year, the driving force for the use of fund balance is primarily associated with reductions in our revenue sources and enrollment. We must continue to search for ways to increase our revenue streams in order to maintain our system.

Through Budget Workshop discussions and Staff Meetings, the Cape Coral Charter School Authority feels that the FY 2018-2019 Proposed Operating Budget enables and supports our educational mission and strategic plan, while recognizing our financial means. Therefore, it is requested that the Governing Board provide its approval of the FY 2018-2019 Proposed Operating Budget.

Below is a table summarizing the FY 2018-2019 Proposed Operating Budget as presented:

**City of Cape Coral Charter School Authority
FY 2018-2019 Proposed Operating Budget**

FY 2019		FY 2019	
Revenues/Sources	Proposed	Expenditures/Uses	Proposed
Restricted Balances	\$ 1,697,980	Restricted Fund Balance	\$ 1,697,980
Committed Balances	793,905	Committed Fund Balance	793,905
Assigned Balances	889,344	Assigned Fund Balance	641,438
Unassigned Balances	5,676,462	Unassigned Fund Balance	5,395,060
Total Balance Forward:	\$ 9,057,691	Total Reserves:	\$ 8,528,383
Intergovernmental	\$ 21,791,773	Personnel	\$ 17,194,053
Public Educ. Capital Outlay	1,515,652	Operating	7,109,059
Charges for Service	650,000	Capital Outlay	32,791
Miscellaneous	154,529	Debt Service	305,359
Total by Category:	\$ 24,111,954	Total by Category:	\$ 24,641,262
Total Sources:	\$ 33,169,645	Total Uses:	\$ 33,169,645

ENROLLMENT

As a Municipal Charter School, our major revenue source is Florida Education Finance Program (FEFP). This program provides funding based on a weighted average of student enrollment; for this reason, it is important to maximize the number of students enrolled in our system while adhering to class size limitations imposed by the State of Florida.

Enrollment numbers have tapered off at both Oasis Elementary and Christa McAuliffe Elementary Charter Schools due to them reaching full enrollment capacity; however, that is not the case at Oasis Middle and Oasis High Schools. In FY 2018 both schools were challenged to retain and fill available seats. Last school year, the Middle School estimated 835 students and ended the year at 806 while the High School anticipated 715 students and closed the year with an estimated 690. Ultimately, this had caused a significant adjustment in estimated revenues.

In FY 2018-2019 enrollment is budgeted conservatively with a total increase of 19 students or .61% from the close of FY 2018. Enrollment has been estimated for a total of 3,111 full-time equivalents excluding 40 in Voluntary Pre-Kindergarten since this program is funded through another source.

While our schools have built a solid reputation in the community, the high school continues to seek offerings in sports programs, academics, and school facilities to foster growth. Of the 263 students promoted from the 8th grade, a total of 167 or 63.50% have committed to attend Oasis High School.

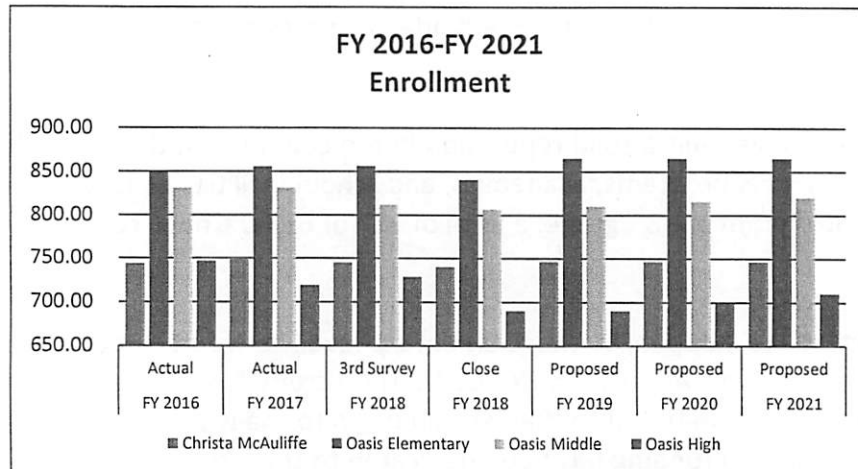
If future growth is to happen at the Elementary level, it would require additional facilities and/or future expansion. As such, in FY 2017-2018 a study for the replacement of the Christa McAuliffe portables was initiated so that we can begin formally planning for the replacement of the portables. While no funding has been dedicated to this project in FY 2019, the intention is to work side-by-side with the City of Cape Coral and possibly issue debt to fund this project.

As noted above, our major funding sources are based on enrollment. In addition, the Voluntary Pre-Kindergarten Program (VPK) is funded by the State of Florida but is not part of the FEFP dollars. It is the Authority's intent to eliminate the Voluntary Pre-Kindergarten Program in FY 2020.

The following table illustrates the history of the school system's enrollment and growth over the last few years:

FY 2016 - FY 2021 Enrollment

School (FTE)	FY 2016 Actual	FY 2017 Actual	FY 2018 3rd Survey	FY 2018 Close	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
Christa McAuliffe	743.65	748.51	745.00	740.00	746.00	746.00	746.00
Oasis Elementary	850.02	855.17	856.00	840.00	865.00	865.00	865.00
Oasis Middle	830.89	831.06	811.44	806.00	810.00	815.00	820.00
Oasis High	746.61	718.62	728.62	690.00	690.00	700.00	710.00
Total:	3,171.17	3,153.36	3,141.06	3,076.00	3,111.00	3,126.00	3,141.00
VPK (FTE)	40.00	40.00	40.00	40.00	40.00	-	-
Total (with VPK):	3,211.17	3,193.36	3,181.06	3,116.00	3,151.00	3,126.00	3,141.00



Note: FY 2018 3rd Survey column reflects the actual count used for FEFP on 1/24/18; The FY 2018 Close numbers are the actual count of students at the close of school.; VPK will be eliminated in FY 2020
OHS FY 2018 Close numbers are estimated.

REVENUES

Revenues.....	12
Intergovernmental.....	14
Public Education Capital Outlay.....	19
Charges for Services.....	21
Miscellaneous.....	22
Other.....	23

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REVENUES

The Charter Schools rely on limited revenue sources to finance education, operations and construction activities. These sources include Intergovernmental which are State Shared funds, Public Education Capital Outlay, Charges for Services, and Miscellaneous Revenues.

While there are several methods for forecasting revenues, most of the projections presented in the FY 2019–FY 2021 Proposed Budgets are based upon the use of trend analysis and expert judgment. Although some basic assumptions are being made, each revenue source has been examined to ensure the specific factors that influence it have been recognized and utilized.

Trend analysis relies on history to project the future. For example, revenues associated with enrollment may be found to have increased an average of three percent annually for the last five years in constant dollars. Trend analysis would extend the three percent growth rate into the future.

Expert judgment may rely on the ability of the Department of Education or the Lee County School District. For instance, the full-time equivalent allowance may increase or decrease beyond levels seen in past years.

All major revenue categories (State Shared Revenues) are budgeted at 95% in accordance with the City of Cape Coral Financial Management Policies. The major revenue sources are primarily funded through the Florida Education Funding Program (FEFP) and the Public Education Capital Outlay (PECO) Fund. Both of these programs provide funding based on student enrollment; therefore, it is important to maximize the number of students enrolled in our system while adhering to class size limitations imposed by the State of Florida.

As required by the Department of Education, the Authority provides student population projections to The School Board of Lee County. This projection is provided prior to the legislative session where the education budget and requirements are determined.

Presented is a balanced budget based on the assumption of \$24.1 million in revenue which excludes \$9.0 million in Fund Balance (Cash). While we have not yet received final funding for the Florida Education Finance Program (FEFP), we are able to make general assumptions based on the outcome of the 2018 Legislature. For instance, FEFP revenues are currently estimated using an increase of \$101.50 to student base. However, it should be noted that Safe School funding is a component of FEFP dollars; therefore, Safe School dollars are embedded in this number. There is discussion that Safe School funding will be used to offset School Resource Officers; therefore, FEFP estimates may be slightly adjusted when the Adopted Budget is presented.

Public Education Capital Outlay (PECO) is presented using an estimate of \$1,515,652 compared to \$615,289 in FY 2018. For the 2018-2019 fiscal year, charter school capital outlay funding consists of funds appropriated in the 2018-2019 General Appropriations Act. As outlined in House Bill 7055, "Beginning in fiscal year 2019-2020, funding shall consist of state funds when such funds are appropriated in the General Appropriations Act and revenue resulting from the discretionary millage authorized in s. 1011.71 (2) if the amount of state funds appropriated for charter school capital outlay in any fiscal year is less than the average charter school capital outlay funds per unweighted full-time equivalent student for the 2018-2019 fiscal year, multiplied by the estimated number of charter school students for the applicable fiscal year, and adjusted by changes in the Consumer Price Index issued by the U.S. Department of Labor from the previous fiscal year."

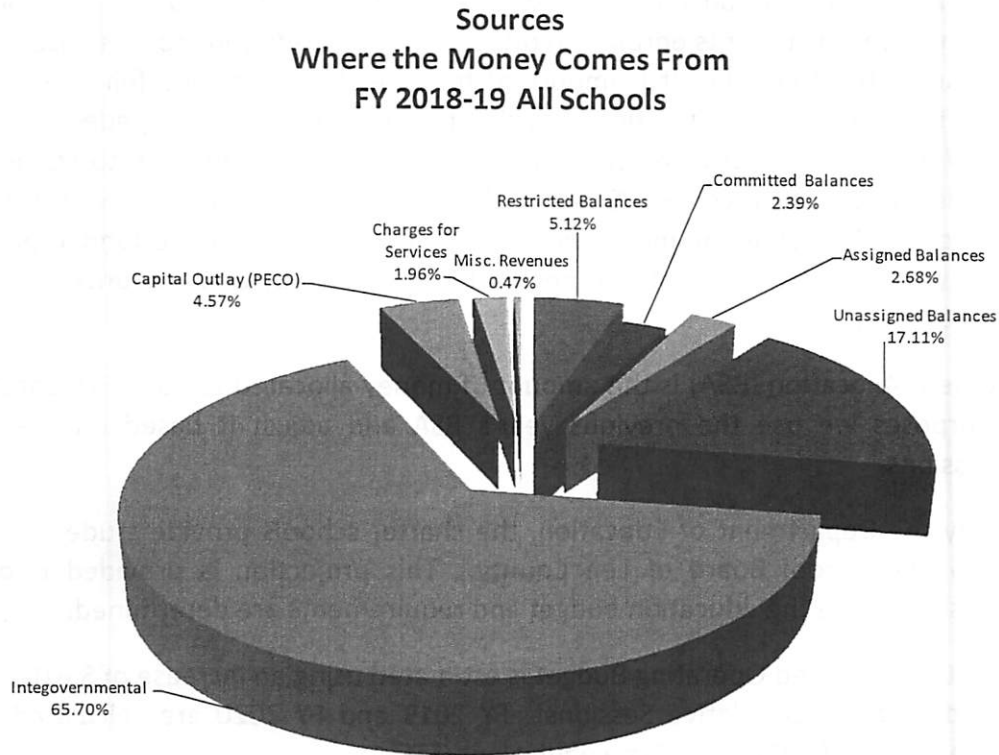
In FY 2018, a total of \$145,286,200 has been allocated to Charter Schools which reflects a \$95,286,200 increase over previous year. This funding is also based on the total number of qualifying Charter Schools, enrollment, gross receipts of taxes, and bond options.

The following tables and graphs are intended to provide a summary of revenue categories only. Detailed information regarding each can be found in the following section with specific account strings located in the Appendices section of this document.

REVENUE CATEGORIES

Revenues/Sources	FY 2017 Actual	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
Restricted Balances	\$ -	\$ -	\$ 1,697,980	\$ 1,697,980	\$ 1,697,980	\$ 1,697,980
Committed Balances	-	-	486,371	793,905	530,650	530,650
Assigned Balances	-	253,779	1,255,802	889,344	1,349,359	1,306,167
Unassigned Balances	-	6,334,137	4,797,653	5,676,462	4,687,138	3,818,066
Intergovernmental	22,910,150	22,937,710	22,251,887	21,791,773	21,871,644	22,139,295
Capital Outlay (PECO)	887,939	582,762	615,289	1,515,652	1,515,652	1,515,652
Charges for Services	644,077	666,450	666,450	650,000	660,600	670,944
Misc. Revenues	534,308	189,733	203,251	154,529	200,033	205,803
Debt Proceeds	163,071	-	-	-	-	-
Total:	\$ 25,139,545	\$ 30,964,571	\$ 31,974,683	\$ 33,169,645	\$ 32,513,056	\$ 31,884,557

The Charter School Authority has several revenue sources, each representing a different percentage of total revenues:



INTERGOVERNMENTAL REVENUE

Intergovernmental revenue consists of monies that flow from the federal government to state and local governments, and from state to local governments. They can include grants, shared taxes and contingent loans and advances. The following comprise our system's intergovernmental sources:

Florida Education Finance Program (FEFP)

In 1973, the Florida Legislature enacted the Florida Education Finance Program (FEFP) as its method for funding public education. This would guarantee to each student the availability of programs and services appropriate to his or her educational needs which are substantially equal to that available to any similar student notwithstanding geographic differences and varying local economic factors. Although this program has changed over the years, FEFP is known as a national model for funding fairness and equity in education.

FEFP Funding combines state funds, primarily generated from sales tax revenue, and local funds, generated from property tax revenue. FEFP is the centerpiece of the total funding but there are many components or allocations in which the funding is given. For example, dollars

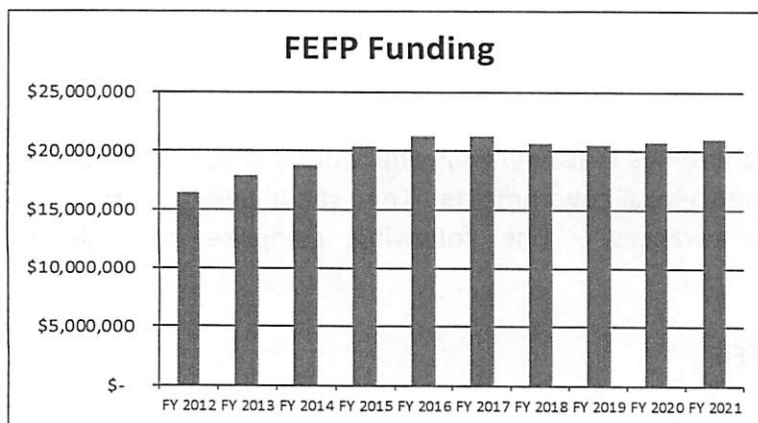
may include an allocation for: ESE, Safe Schools, Instructional Materials, Library Materials, High Cost Science, K-12 Reading, Student Transportation, and Digital Classrooms.

The primary basis for education funding is student enrollment; therefore, it is important to maximize the number of students enrolled in our system while adhering to class size limitations imposed by the State of Florida. It is important to understand that one full time equivalent (FTE) represents the hours of instruction provided to those students. In grades K-3, students must receive 720 hours of instruction (20 hours per week; 4 hours per day) to equal one FTE. Student's grades 4-12 must receive 900 hours of instruction (25 hours per week; 5 hours per day) to equal one FTE. 900 is the maximum number of hours that will be funded per student for the school year. Once the school year begins, FTE is revised by actual counts of students in October and February.

The Base Student Allocation (BSA) is the amount of money allocated to each FTE enrolled. For budgeting purposes we use the previous year's BSA and adjust it based on the result of Legislative Sessions.

As required by the Department of Education, the charter schools provide student population projections to The School Board of Lee County. This projection is provided prior to the legislative session where the education budget and requirements are determined.

The FY 2018-2019 Proposed Operating Budget is estimated using an increase of \$101.50 per FTE as approved during the Legislative Sessions. FY 2019 and FY 2020 are calculated using an average increase of \$100.00 per full time equivalent (FTE).



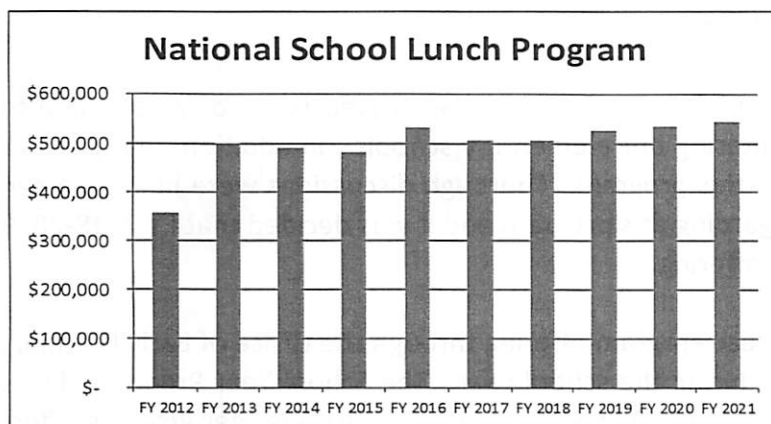
Fiscal Year	Amount
FY 2012 Actual	\$16,431,439
FY 2013 Actual	17,835,168
FY 2014 Actual	18,780,670
FY 2015 Actual	20,355,976
FY 2016 Actual	21,156,371
FY 2017 Actual	21,204,909
FY 2018 Amended	20,629,818
FY 2019 Proposed	20,416,594
FY 2020 Proposed	20,713,564
FY 2021 Proposed	21,011,959

As noted above, FEFP Funding has several components embedded into the allocation including Safe Schools, Instructional Media Materials, Digital Classrooms, Student Transportation, and K-12 Reading to name a few.

National School Lunch Program

While our student population is projected to increase by 19 students, applications for the National School Lunch Program (NSLP) are not yet completed by parents or the Food Services Department for the FY 2018-2019 school year. In FY 2018, the National Lunch School Program serviced over one-third of our student population or 39%. This is a 2% increase over FY 2017 and is related to families qualifying due to Hurricane Irma.

The Food Services Group continues to experience many challenges with restrictive foods and continues to expand menu options to offer healthy selections while remaining in compliance. Due to the increased costs of goods and benefits, we continue to monitor revenues closely as this program is not meant to be subsidized.



Fiscal Year	Amount
FY 2012 Actual	\$ 356,999
FY 2013 Actual	499,699
FY 2014 Actual	491,037
FY 2015 Actual	480,896
FY 2016 Actual	531,777
FY 2017 Actual	507,345
FY 2018 Amended	504,700
FY 2019 Proposed	527,000
FY 2020 Proposed	534,905
FY 2021 Proposed	542,928

School Recognition Funds "A" Money

The School Recognition program recognizes the high quality of many Florida schools. The program provides financial awards to schools that demonstrate sustained or significantly improved student performance. Schools that receive a grade of "A" or improve at least one performance grade or rating category are eligible for this program recognition. Funds are awarded in the amount of \$100 per full time equivalent student for each qualifying school by the Commissioner of Schools.

Both staff and school advisory council at each recognized school decide how to use the financial award. An agreement must be reached by February 1, or the awards must be equally distributed to all classroom teachers currently teaching in the school. Awards are determined after school grades are finalized.

Per statute, schools must use their awards for one or any combination of the following:

- Nonrecurring faculty and staff bonuses;
- Nonrecurring expenditures for educational equipment and materials; or
- Temporary personnel to assist in maintaining or improving student performance.

Our schools have made great strides over the years and our success in school recognition is made possible by the continued dedication and hard work of our educators and staff. This funding is typically announced in the month of March and is part of the Budget Amendment process. Since we do not know which schools qualify or what the amount will be, this funding source is not included in the FY 2018-2019 Proposed Budget at this time and will be included as part of the formal budget amendment process.

Voluntary Pre-Kindergarten (VPK)

Florida's Voluntary Pre-Kindergarten Program (VPK) is designed to provide every 4-year old child in Florida a learning experience so that they are ready to succeed when they enter kindergarten. To be eligible for this program, children must live in Florida and be 4 years old on or before September 1st of the current year.

For our schools, the Voluntary Pre-Kindergarten Program has proved to be of great value to families who have student siblings entering our elementary schools. In addition, many of our kindergarten students transition from this program. Thorough discussions were held between the Principals and Superintendent regarding this program and it was decided that FY 2018-2019 will be the final year for this program offering.

While there is a Summer and School Year Program offering through the Office of Early Learning, we currently offer this program only during the school year. The School Year Program allows 540 of instructional hours with a class size of 20 or fewer students. The Summer Program offers 300 hours of instruction with class sizes of 12 or less.

The Office of Early Learning released the 2017-2018 VPK payment rates which took place effective July 1, 2017. At this time, 2018-2019 rates have not been published; therefore, the FY 2019 budget is reflective of FY 2017-2018 rates.

2017-2018 VPK Summer Program

Class size of 20 or less 300 Hours per student	\$2,091.65	\$6.97 Hourly
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2017-2018 VPK School-Year Program

Class size 12 or less 540 Hours per student	\$2,450.65	\$4.53 Hourly
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Florida Teacher's Classroom Supply Assistance Program

The Florida Teacher's Classroom Supply Assistance Program (F.S. 1012.71) is an allocation to be used by full-time classroom teachers, guidance counselors, and media specialists for the reimbursement of instructional materials and supplies for use in teaching students. Funding for this program has remained fairly consistent over the last several years, providing teachers with approximately \$260 for materials. Once funding is determined and received, teachers will receive the allocated amount in their payroll checks with no tax implications.

Teachers must sign a form acknowledging that the funds are for the sole purpose of purchasing classroom materials and supplies. In addition, they must submit original receipt documentation to their respective schools for record retention for a period of four years. Revenues associated with the Florida Teacher's Classroom Supply Assistance Program has been budgeted at \$45,723 which is the same level as FY 2017-18 and will be incorporated as part of the budget amendment process should the amount differ.

ESEA Title II-A

Title II-A is administered by the Department of Grants and Program Development within the Lee County School District. ESEA Title II-A is a federal-through-state grant which provides funding for teacher and principal professional development activities. Each school is allocated an amount based on student enrollment on the tenth day of school.

Eligible staff members are principals, assistant principals, and instructional staff, such as teachers and educational paraprofessionals and cannot be used to pay for training non-instructional support staff or non-employees. Training must support a core subject such as English, history, foreign languages, etc.

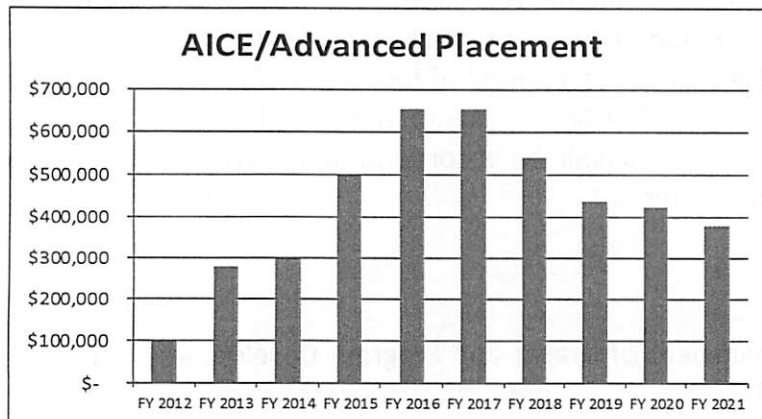
Schools must submit a project plan outlining the proposed use of grant funds and can only be used for such. While funding has remained consistent over the years, the FY 2017-2018 allocation increased by \$26,723. The FY 2018-2019 budget is currently estimated at \$59,474 which is level funded from the previous year and will be adjusted as needed through the budget amendment process. It should also be noted that if this funding is not utilized in the fiscal year awarded, it must be returned to the school district.

Cambridge Advanced International Certificate of Education (AICE)/Advanced Placement AP

The Advanced International Certificate of Education Program is an international curriculum and examination program. Florida's public colleges and universities provide college credit for successfully passed exams. This program allows students to earn an advanced diploma to boost their college application. Students could potentially get college credit or place out of introduction courses as a freshman. An AICE diploma also qualifies students for the Florida Bright Futures Scholarship.

The difference between the Advanced Placement Program (AP) is that AP provides college credit for completed AP exams, and AICE provides the opportunity to earn an international diploma.

In FY 2015-2016, revenues far exceeded the original estimate of \$496,242 coming in at \$653,214, a total of \$156,972 higher than expected. In FY2016-2017 this program brought in \$651,050. While the High School feels this amount may decrease in FY 2017-2018, it is estimated at the same amount using 95% of the FY 2016-2017 actuals.



Fiscal Year	Amount
FY 2012 Actual	\$ 99,934
FY 2013 Actual	277,749
FY 2014 Actual	299,163
FY 2015 Actual	496,242
FY 2016 Actual	653,214
FY 2017 Actual	651,050
FY 2018 Amended	540,069
FY 2019 Proposed	436,000
FY 2020 Proposed	420,200
FY 2021 Proposed	378,500

PUBLIC EDUCATION CAPITAL OUTLAY (PECO)

Public Education Capital Outlay (PECO) funding is the second largest source of the Cape Coral Charter School Authority's revenues and is funded from the State. This funding source is presented using an estimate of \$1,515,652 which is an increase of \$900,363 or 146.33% over previous year. House Bill 7055 allocated a total of \$145,286,200 to Charter Schools which reflects a \$95,286,200 increase over previous year. There are also several contributing factors in determining the final funding levels to include: student counts, the number of qualifying charter schools, bonding, and gross tax receipts.

Section 1013.62, Florida Statutes (F.S.), establishes the eligibility criteria for charter school capital outlay funding, specifies the purposes for which funds may be expended, and directs the Commissioner of Education to establish procedures for the approval of capital outlay plans. Capital outlay plans are completed by the Business Manager based on these criteria and submitted to the Florida Department of Education.

Funding is typically distributed monthly occurring on the fourth Thursday of each month. Distributions vary as allocations are recalculated during the fiscal year to reflect revised student enrollment data and qualifying charter schools.

Eligibility Criteria to Receive Charter School Capital Outlay Funds, Section 1011.71(2).

To be eligible to receive capital outlay funds, a charter school must meet at least one of the following criteria:

- Have been in operation for two or more years;
- Be governed by a governing board established in the state for two or more years that operates both charter schools and conversion charter schools within the state;
- Be an expanded feeder chain of a charter school within the same school district that is currently receiving charter school capital outlay funds;
- Have been accredited by a regional accrediting association as defined by State Board of Education rule; or
- Serve students in facilities that are provided by a business partner for a charter school-in-the-workplace pursuant to section 1002.33(15)(b), F.S.

In addition to the above criteria, a charter school must meet all of the following criteria to receive capital outlay funds:

- Have an annual audit that does not reveal any of the financial emergency conditions provided in section 218.503(1), F.S., for the most recent fiscal year for which such audit results are available;
- Have satisfactory student achievement based on state accountability standards applicable to the charter school;
- Have received final approval from its sponsor pursuant to section 1002.33, F.S., for operation during that fiscal year; and
- Serve students in facilities that are not provided by the charter school's sponsor (an educational facility that is included in the Florida Inventory of School Houses (FISH) would not be eligible).

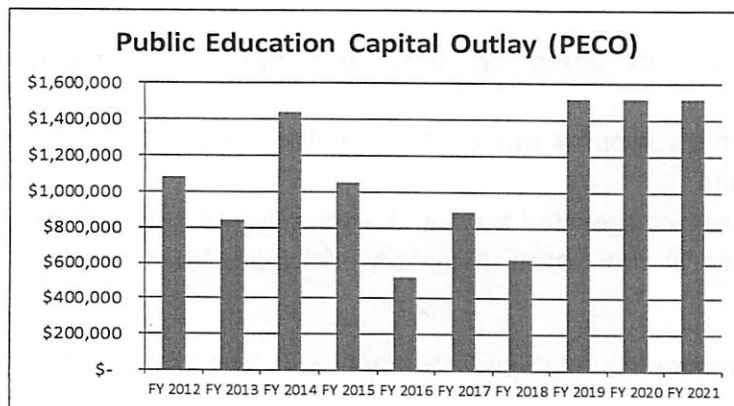
Authorized Purposes for the Use of Charter School Capital Outlay Funds, Sect. 1013.62(4), F.S.

A charter school's governing body may use charter school capital outlay funds for the following purposes:

- Purchase of real property.
- The construction of school facilities.
- The purchase, lease-purchase or lease of permanent or relocatable school facilities.
- The purchase of vehicles to transport students to and from the charter school.
- The renovation, repair and/or maintenance of school facilities that the charter school owns or is purchasing through a lease-purchase or long-term lease of five years or longer.
- The payment of the cost of premiums for property and casualty insurance necessary to insure the school facilities.

- The purchase, lease-purchase or lease of driver's education vehicles; motor vehicles used for maintenance or operation of plants and equipment, security vehicles; or vehicles used in storing or distributing materials and equipment.
- The purchase, lease-purchase or lease of computer and device hardware and operating system software necessary for gaining access to or enhancing the use of electronic and digital instructional content and resources; and enterprise resource software applications that are classified as capital assets in accordance with definitions of the Governmental Accounting Standards Board. The software application must have a useful life of at least five years and be used to support school-wide administration or state-mandated reporting requirements. Enterprise resource software may be acquired by annual license fees, maintenance fees or lease agreement.
- The payment of the cost of the opening day collection for the library media center of a new school.

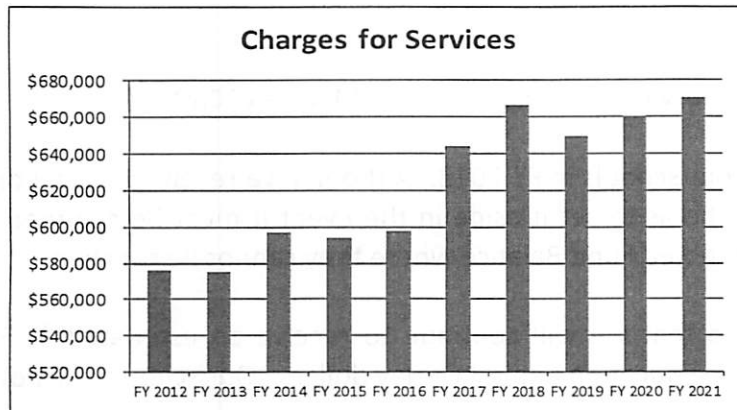
The Public Education Capital Outlay (PECO) dollars are used to offset the debt service on the Charter School buildings which is projected at \$3.2 million in FY2018-2019. As you can see, the funding estimated of \$1,515,652 does not fulfill our annual debt obligations forcing the use of other revenue sources to cover these costs.



Fiscal Year	Amount
FY 2012 Actual	\$ 1,078,301
FY 2013 Actual	840,073
FY 2014 Actual	1,434,050
FY 2015 Actual	1,052,576
FY 2016 Actual	516,451
FY 2017 Actual	887,939
FY 2018 Amended	615,289
FY 2019 Proposed	1,515,652
FY 2020 Proposed	1,515,652
FY 2021 Proposed	1,515,652

CHARGES FOR SERVICES

Charges for Services are those revenues that are charged for activities such as student lunches, bus rentals, and facility rentals. All fees charged are reviewed on an annual basis and updated accordingly. While the last increase to bus rental fees was in FY 2016-17, these costs will be reviewed for the new fiscal year to ensure we are capturing costs accurately.



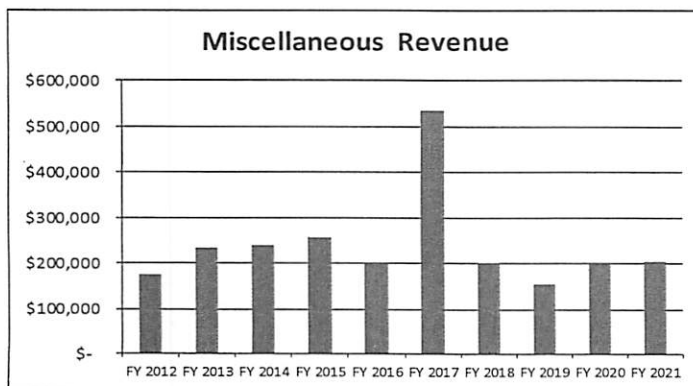
Fiscal Year	Amount
FY 2012 Actual	\$ 576,029
FY 2013 Actual	575,303
FY 2014 Actual	596,881
FY 2015 Actual	594,295
FY 2016 Actual	597,572
FY 2017 Actual	644,077
FY 2018 Amended	666,450
FY 2019 Proposed	650,000
FY 2020 Proposed	660,600
FY 2021 Proposed	670,944

MISCELLANEOUS REVENUE

All other revenues including Short Term Investment Income, Contributions/Donations, Other Miscellaneous Revenue, Reimbursable Revenue, Blue Cross/Blue Shield Health Rebate, Wellness Fair Payouts and Scholastic Book Fair dollars are captured in this category. Funding associated with the FY 2015-2016 does not include the Blue Cross/Blue Shield Rebate dollars as these were held by the City to help offset some of the cost associated with the 2-month self-insured health plan requirement. It should also be noted that since we have gone with a self-insured health plan we no longer receive this rebate.

The FY 2019 estimate reflects a decrease of \$48,722 and is solely associated with the chromebook funding received in the later part of FY 2018 as this is when the purchases will be made.

In FY 2017 the City of Cape Coral City Council awarded the Charter Schools \$100,000 to be used for capital improvements. In addition, we were awarded approximately \$265,000 for technology upgrades through the E-Rate Program.



Fiscal Year	Amount
FY 2012 Actual	\$ 174,701
FY 2013 Actual	234,863
FY 2014 Actual	240,270
FY 2015 Actual	257,448
FY 2016 Actual	198,478
FY 2017 Actual	534,308
FY 2018 Amended	203,251
FY 2019 Proposed	154,529
FY 2020 Proposed	200,033
FY 2021 Proposed	205,803

FY 2017 Charter Schools received \$100k from City as well as estimated \$265k from E-Rate Reimbursement

OTHER

Lee County School District and Discretionary Capital Improvement Millage (DCIM)

House Bill 7069 proved to be a win for our schools in FY 2018. Although we received a total of \$1,697,980, the City has directed the schools to set it aside in the event it must be returned. These dollars have been set aside in Restricted Fund Balance where they cannot be touched.

This year's legislative efforts announced that we will continue to receive an estimated \$1.5 million which is combined with our Public Education Capital Outlay dollars. Our schools will not receive both. FY 2019 funding will be adjusted pursuant to the Consumer Price Index which is issued by the United States Department of Labor. Funding will come from two sources: 1) state funds; and, 2) the millage. If the state appropriates the entire amount, funds from the millage will not be used. If the state does not fund the entire amount, the local district will need to make up the difference from the millage collected.

EXPENDITURES

Expenditures.....	26
Personnel.....	28
Staffing Summary.....	30
Operating.....	36
Capital Outlay.....	38

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EXPENDITURES

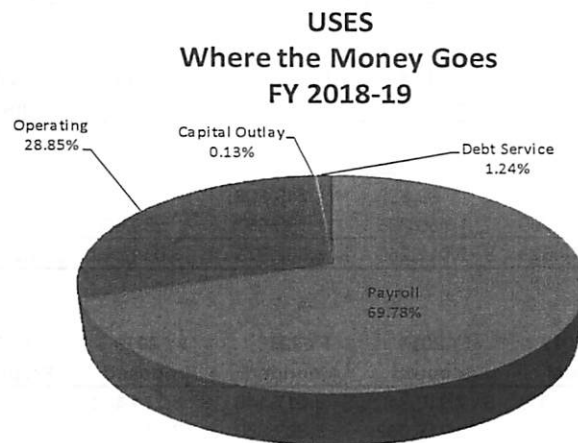
The FY 2018-2019 Proposed Operating Budget is \$33,169,645 and includes \$17,194,053 in Personnel expenditures, \$7,109,059 in Operating expenditures, and \$8,528,383 in Reserves.

Capital Outlay expenditures account for \$32,791 which reflects a reduction of \$852,207 over last fiscal year. The reason for this reduction is primarily associated with the replacement of air conditioning units in FY 2018 in which the Governing Board approved the use of \$1.2 million dollars from Fund Balance to do so. It should also be noted that revenues available in FY2018-2019 could not support all capital requests; therefore, many items have been deferred to future years.

Debt Service is budgeted at \$305,359 and is related to the initial chromebook lease, as well as our busses. Debt schedules reflect that our busses will be paid in full in FY 2021 and our expectation is to begin replacing our fleet beginning with one bus in FY 2020 and two every year after.

The following table provides a summary of the budget on an expenditure category basis for all schools respectively:

Expenditures/Uses	FY 2017 Actual	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
Restricted Fund Balance	\$ -	\$ -	\$ 1,697,980	\$ 1,697,980	\$ 1,697,980	\$ 1,697,980
Committed Fund Balance	-	-	486,371	793,905	530,650	530,650
Assigned Fund Balance	-	-	-	641,438	-	-
Unassigned Fund Balance	-	6,804,655	4,797,653	5,395,060	5,124,232	4,414,597
Payroll	16,357,199	16,567,465	16,665,446	17,194,053	17,054,101	17,067,978
Operating	6,767,837	7,022,075	7,135,652	7,109,059	7,284,129	7,374,103
Capital Outlay	457,514	318,165	884,998	32,791	538,285	733,755
Debt Service	307,226	252,211	306,583	305,359	283,679	65,494
Total:	\$ 23,889,776	\$ 30,964,571	\$ 31,974,683	\$ 33,169,645	\$ 32,513,056	\$ 31,884,557



Graph is shown without Reserves.

Expenditure Categories by School

Expenditures by School	FY 2017 Actual	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
Oasis Elementary	\$ 6,298,354	\$ 6,135,279	\$ 6,449,451	\$ 6,311,054	\$ 6,404,065	\$ 6,427,856
Oasis Elementary VPK	95,266	106,026	106,026	106,026	-	-
Christa McAuliffe	5,580,552	5,941,947	6,102,521	5,840,689	5,864,408	5,891,001
Christa McAuliffe VPK	99,446	105,592	106,026	106,026	-	-
Oasis Middle School	5,974,313	6,011,265	6,302,973	6,034,849	6,229,183	6,095,820
Oasis High School	5,841,845	5,859,807	5,925,682	6,242,618	6,662,538	6,826,653
Total:	\$ 23,889,776	\$ 24,159,916	\$ 24,992,679	\$ 24,641,262	\$ 25,160,194	\$ 25,241,330

Expenditures by Category/Type	FY 2017 Actual	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
Payroll & Related Benefits	\$ 16,357,199	\$ 16,567,465	\$ 16,665,446	\$ 17,194,053	\$ 17,054,101	\$ 17,067,978
Operating	6,767,837	7,022,075	7,135,652	7,109,059	7,284,129	7,374,103
Capital Outlay	457,514	318,165	884,998	32,791	538,285	733,755
Debt Service	307,226	252,211	306,583	305,359	283,679	65,494
Total:	\$ 23,889,776	\$ 24,159,916	\$ 24,992,679	\$ 24,641,262	\$ 25,160,194	\$ 25,241,330

Oasis Elementary & VPK	FY 2017 Actual	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
Payroll & Related Benefits	\$ 4,570,740	\$ 4,503,768	\$ 4,505,364	\$ 4,678,988	\$ 4,599,674	\$ 4,611,533
Operating	1,612,907	1,634,836	1,654,422	1,646,040	1,674,210	1,690,520
Capital Outlay	142,793	34,850	312,490	9,187	53,461	108,192
Debt Service	67,181	67,851	83,201	82,865	76,720	17,611
Total:	\$ 6,393,621	\$ 6,241,305	\$ 6,555,477	\$ 6,417,080	\$ 6,404,065	\$ 6,427,856

Christa McAuliffe & VPK	FY 2017 Actual	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
Payroll & Related Benefits	\$ 4,034,451	\$ 4,152,857	\$ 4,142,936	\$ 4,240,883	\$ 4,160,820	\$ 4,162,835
Operating	1,473,606	1,672,177	1,677,370	1,623,862	1,586,750	1,607,518
Capital Outlay	108,991	162,220	312,606	7,366	48,375	105,191
Debt Service	62,950	60,285	75,635	74,604	68,463	15,457
Total:	\$ 5,679,998	\$ 6,047,539	\$ 6,208,547	\$ 5,946,715	\$ 5,864,408	\$ 5,891,001

Oasis Middle School	FY 2017 Actual	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
Payroll & Related Benefits	\$ 4,057,209	\$ 4,057,536	\$ 4,128,642	\$ 4,169,126	\$ 4,169,376	\$ 4,169,379
Operating	1,647,688	1,797,239	1,838,262	1,766,638	1,780,309	1,802,970
Capital Outlay	158,621	89,595	245,502	9,179	198,960	106,170
Debt Service	110,795	66,895	90,567	89,906	80,538	17,301
Total:	\$ 5,974,313	\$ 6,011,265	\$ 6,302,973	\$ 6,034,849	\$ 6,229,183	\$ 6,095,820

Oasis High School	FY 2017 Actual	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
Payroll & Related Benefits	\$ 7,752,008	\$ 7,910,840	\$ 8,017,146	\$ 8,274,182	\$ 8,293,607	\$ 8,293,610
Operating	3,681,324	3,715,062	3,803,860	3,839,157	4,023,169	4,076,065
Capital Outlay	205,730	121,095	259,902	16,238	436,449	520,372
Debt Service	177,095	124,075	147,747	147,890	138,496	32,426
Total:	\$ 11,816,157	\$ 11,871,072	\$ 12,228,655	\$ 12,277,467	\$ 12,891,721	\$ 12,922,473

PERSONNEL

The Personnel Budget is the largest component of the total FY 2018-2019 Proposed Operating Budget totaling \$17.2 million or 69.78% of budget, excluding reserves. This includes base payroll, add pays, substitute staff costs, FICA, Medicare, Workers Compensation, employee benefits, and Florida Retirement System (FRS). Payroll budgets were built using the zero-based budget approach which means they were built from actual base wages.

Base Payroll

The FY 2018-2019 Proposed Operating Budget does not reflect salary increases for personnel over the next three years. However, in an effort to bring the Food Service personnel in-line with comparable positions, hourly rates have been adjusted to \$10.00 an hour. In addition, a total of \$300,000 has been set aside for merit increases for the teaching staff as required by State Statute.

Add Pays

Add Pays are estimated at \$376,550 which was determined by current payroll and recent reductions. In addition, to this, a total of \$82,000 has been budgeted within "Athletic Coaches & Officials" to capture athletic add pays for after school activities. Administrators have been asked to review Add Pays to ensure they are warranted.

Health Care

Health care premiums reflect a 5.00% increase to our existing health care plans. In addition, in January 2016, we began offering those employees who work consistently greater than 30 hours weekly health benefits as part of the Health Care Reform. While there was a total of 25 employees who were eligible in FY 2017-18 many employees declined this coverage due to copays. In FY 2018-19 we must provide any employee working greater than 37.5 hours Class I benefits. Benefits will become effective the first month after 30-days. This option will be offered to all custodians. In addition, any employee working 30-37.4 hours will be offered Class II benefits in which they will be eligible after 90-days. Class II benefits will be offered to Food Service personnel, Paraprofessionals, Clinic Assistants and Office Assistants. There is an estimated \$233k increase budgeted to comply with this mandate.

We continue to work closely with City Human Resources on specific plans and coverage to ensure we follow the requirements.

Florida Retirement System (FRS)

The Florida Retirement System (FRS) continues to increase year-to-year. In FY 2018-2019, there is an estimated increase of \$14,379 or .33% over previous year totaling \$958,018. While employees continue to contribute the required 3% towards their own retirement, the Authority or employer contribution rate is not released until July and is typically adjusted, if applicable, in August when the Adopted Budget is presented. Below is a table providing employer rates for the HA/PA Regular Class Plan over the last several years:

Florida Retirement System (FRS) HA/PA Regular Class Plan

Year	Employee Contribution	Employer Contribution	Total Contribution	Change from Previous Year
2013	3.00%	6.95%	9.95%	
2014	3.00%	7.37%	10.37%	0.42%
2015	3.00%	7.26%	10.26%	-0.11%
2016	3.00%	7.52%	10.52%	0.26%
2017	3.00%	7.92%	10.92%	0.40%
2018	3.00%	8.25%	11.25%	0.33%

Workers Compensation

Workers Compensation rates are based on employee classifications and payroll. Each year, the National Council on Compensation Insurance publishes rate updates. These rates are used to estimate employee workers compensation costs.

Workers Compensation classification rates are based on the employee's work environment. Below is a list of classifications in which our schools operate as well as the change in rates over the last few years.

Code	Classification	2014 Rate	2015 Rate	2016 Rate	2017 Rate	2018 Rate
7383	College or School/Bus Drivers (Bus Drivers)	\$ 5.68	\$ 5.95	\$ 6.13	\$ 6.99	\$ 6.78
8868	College Professional Employees (Teachers and Office Personnel)	\$ 0.60	\$ 0.57	\$ 0.51	\$ 0.59	\$ 0.60
9101	College - All Employees (Food Service, Custodial, Maintenance)	\$ 4.99	\$ 4.84	\$ 4.59	\$ 5.25	\$ 4.62

In addition, our schools pay insurance premiums for Workers Compensation coverage as part of our insurance premiums. These rates are further defined by the number of claims, type and the cost of claim, if applicable.

STAFFING SUMMARY

Each year, positions are reviewed to ensure staffing levels meet our educational needs and are adjusted as needed. Below is a summary of all staffing changes for FY 2018-2019:

Classification	FY 2018 Adopted	FY 2019 Proposed	(+/-) Change
Accounts Payable Specialist I	1.00	1.00	-
Assistant Principals	5.00	4.00	(1.00)
Athletic Director	1.00	1.00	-
Athletic & PE Supv.	1.00	0.00	(1.00)
Bookkeeper	1.00	1.00	-
Bus Drivers	15.00	15.00	-
Business Manager	1.00	1.00	-
Career Specialist	1.00	0.00	(1.00)
Clinic Assistant	2.00	3.00	1.00
Custodian	16.00	16.00	-
Curriculum Specialist	1.00	1.00	-
Dean of Students	1.00	1.00	-
Director of Procurement & Food Service	1.00	1.00	-
Exceptional Teacher	4.50	4.00	(0.50)
Executive Assistant	1.00	1.00	-
Facilities Manager	1.00	1.00	-
Food Service Worker	10.00	10.00	-
Guidance Counselor	4.00	4.00	-
Information Specialist	4.00	4.00	-
JROTC Instructor	3.00	3.00	-
Lead Food Service Worker	4.00	4.00	-
Maintenance Technician	3.00	3.00	-
Math Coach	1.00	1.00	-
Media Specialist	2.00	1.00	(1.00)
Network Support Analyst	1.00	0.00	(1.00)
Nurse	1.00	1.00	-
Office Assistant	4.00	3.00	(1.00)
Paraprofessional I Basic	9.00	8.00	(1.00)
Paraprofessional II Basic Ins	7.00	10.00	3.00
Payroll Supervisor	1.00	1.00	-
Principal	4.00	4.00	-
Reading Coach	1.00	1.00	-
Receptionist	5.00	5.00	-
Secretary	4.00	4.00	-
Speech Pathologist	2.00	2.00	-
Superintendent	1.00	1.00	-
Teacher	167.50	171.00	3.50
Tech Support	2.00	2.00	-
Testing Coordinator	1.00	1.00	-
Transportation Coordinator	1.00	1.00	-
VPK Director/Instructor	2.00	2.00	-
VPK Paraprofessional I	2.00	2.00	-
Sub-Total Employees:	300.00	300.00	-
Substitute Counts at 6/1/18			
Sub Bus Driver	4.00	6.00	2.00
Sub Custodian	1.00	6.00	5.00
Sub Food Service Worker	5.00	8.00	3.00
Sub Paraprofessional I	16.00	11.00	(5.00)
Sub Teacher - All Facilities	73.00	51.00	(22.00)
Long Term Sub	0.00	0.00	-
VPK Sub Paraprofessional	0.00	0.00	-
VPK Sub Teacher	1.00	0.00	(1.00)
Sub-Total Substitutes:	100.00	82.00	(18.00)
Grand Total:	400.00	382.00	(18.00)

Administration Staffing Summary

Classification	FY 2016 Adopted	FY 2017 Adopted	FY 2018 Adopted	FY 2019 Proposed	(+/-) Change
Accounts Payable Specialist I	0.00	0.00	1.00	1.00	-
Athletics & PE Supervisor	-	-	1.00	-	(1.00)
Bookkeeper	-	1.00	1.00	1.00	-
Bus Driver	15.00	15.00	15.00	15.00	-
Businesss Manager	1.00	1.00	1.00	1.00	-
Curriculum Specialist	-	-	1.00	1.00	-
Custodial Supervisor	1.00	-	-	-	-
Custodian	16.00	16.00	16.00	16.00	-
Director of Procurement & Food Service	1.00	1.00	1.00	1.00	-
Executive Assistant	1.00	1.00	1.00	1.00	-
Facilities Manager	-	-	1.00	1.00	-
General Support Secretary	1.00	1.00	-	-	-
Maintenance Technician	4.00	4.00	-	-	-
Network Support Analyst	-	-	1.00	-	(1.00)
Nurse	1.00	1.00	1.00	1.00	-
Operations Manager	1.00	1.00	-	-	-
Payroll Supervisor	1.00	1.00	1.00	1.00	-
Superintendent	1.00	1.00	1.00	1.00	-
Tech Support	4.00	4.00	-	-	-
Transportation Coordinator	1.00	1.00	1.00	1.00	-
Substitute Positions at 6/1/18					
Sub Bus Driver	3.00	3.00	4.00	6.00	2.00
Sub Custodian	12.00	4.00	1.00	6.00	5.00
Sub Food Service Worker	6.00	6.00	5.00	8.00	3.00
Sub Paraprofessional I	15.00	23.00	16.00	11.00	(5.00)
Sub Teacher - All Facilities	43.00	70.00	73.00	51.00	(22.00)
Long Term Sub	-	2.00	-	-	-
VPK Sub Paraprofessional	1.00	2.00	-	-	-
VPK Sub Teacher	1.00	1.00	1.00	-	(1.00)
Full-Time	49.00	49.00	44.00	42.00	(2.00)
Substitutes	81.00	111.00	100.00	82.00	(11.00)
Total:	130.00	160.00	144.00	124.00	(13.00)

Notes: Eliminated Athletic & PE Supervisor
 Eliminated Network Analyst Position within Admin

Oasis Elementary Staffing Summary

Classification	FY 2016 Adopted	FY 2017 Adopted	FY 2018 Adopted	FY 2019 Proposed	(+/-) Change
Assistant Principal	1.00	1.00	1.00	1.00	-
Clinic Assistant	1.00	-	-	1.00	1.00
Exceptional Teacher	2.00	2.50	2.50	2.00	(0.50)
Food Service Worker	2.00	2.00	2.00	2.00	-
Guidance Counselor	1.00	1.00	1.00	1.00	-
Information Specialist	1.00	1.00	1.00	1.00	-
Lead Food Service Worker	1.00	1.00	1.00	1.00	-
Maintenance Technician	-	-	1.00	1.00	-
Media Specialist	1.00	1.00	1.00	1.00	-
Office Assistant	1.00	1.00	2.00	1.00	(1.00)
Paraprofessional I Basic Ins	13.00	12.00	4.00	4.00	-
Paraprofessional II Basic Ins	1.00	1.00	2.00	2.00	-
Principal	1.00	1.00	1.00	1.00	-
Receptionist	1.00	1.00	1.00	1.00	-
Secretary	1.00	1.00	1.00	1.00	-
Speech Pathologist	1.00	1.00	1.00	1.00	-
Teacher	49.00	50.00	48.00	49.00	1.00
Tech Support	-	-	-	0.50	0.50
VPK Director/Instructor	1.00	1.00	1.00	1.00	-
VPK Paraprofessional I	1.00	1.00	1.00	1.00	-
Full-Time	78.00	77.50	70.50	71.50	1.00
VPK	2.00	2.00	2.00	2.00	-
Total:	80.00	79.50	72.50	73.50	1.00

Notes: Reclassed 1 Office Assistant back to Clinic Assistant
 Eliminated Part Time ESE Teacher
 Split IT Tech Support position with CME
 Added 1 Art Teacher

Christa McAuliffe Staffing Summary

Classification	FY 2016 Adopted	FY 2017 Adopted	FY 2018 Adopted	FY 2019 Proposed	(+/-) Change
Assistant Principal	1.00	1.00	1.00	1.00	-
Clinic Assistant	1.00	1.00	1.00	1.00	-
Exceptional Teacher	1.00	1.00	1.00	1.00	-
Food Service Worker	2.00	2.00	2.00	2.00	-
Guidance Counselor	1.00	1.00	1.00	-	(1.00)
Information Specialist	1.00	1.00	1.00	1.00	-
Lead Food Service Worker	1.00	1.00	1.00	1.00	-
Math Coach	-	1.00	1.00	1.00	-
Maintenance Technician	-	-	1.00	1.00	-
Media Specialist	1.00	1.00	1.00	-	(1.00)
Office Assistant	1.00	1.00	1.00	1.00	-
Paraprofessional I Basic Ins	10.00	8.00	5.00	3.00	(2.00)
Paraprofessional II Basic Ins	1.00	2.00	2.00	4.00	2.00
Paraprofessional Exceptional	1.00	-	-	-	-
Principal	1.00	1.00	1.00	1.00	-
Reading Coach	-	1.00	1.00	1.00	-
Receptionist	1.00	1.00	1.00	1.00	-
Secretary	1.00	1.00	1.00	1.00	-
Speech Pathologist	1.00	1.00	1.00	1.00	-
Teacher	41.00	41.00	40.00	40.00	-
Tech Support	-	-	1.00	0.50	(0.50)
VPK Director/Instructor	1.00	1.00	1.00	1.00	-
VPK Paraprofessional I	1.00	1.00	1.00	1.00	-
Full-Time	67.00	67.00	65.00	62.50	(2.50)
VPK	2.00	2.00	2.00	2.00	-
Total:	69.00	69.00	67.00	64.50	(2.50)

Notes: Eliminated Guidance position
Tech Support split with OES
Promoted 2 Para I's to Para II
Eliminated Media Specialist

Oasis Middle School Staffing Summary

Classification	FY 2016 Adopted	FY 2017 Adopted	FY 2018 Adopted	FY 2019 Proposed	(+/-) Change
Assistant Principal	1.00	1.00	1.00	-	(1.00)
Clinic Assistant	-	1.00	1.00	1.00	-
Dean of Students	-	1.00	1.00	1.00	-
Exceptional Teacher	1.00	1.00	1.00	1.00	-
Food Service Worker	3.00	3.00	3.00	3.00	-
Guidance Counselor	1.00	1.00	1.00	1.00	-
Information Specialist	1.00	1.00	1.00	1.00	-
Lead Food Service Worker	1.00	1.00	1.00	1.00	-
Maintenance Technician	-	-	1.00	1.00	-
Office Assistant	1.00	-	-	-	-
Paraprofessional I	-	-	-	1.00	1.00
Paraprofessional II Basic Ins	4.00	4.00	3.00	3.00	-
Principal	1.00	1.00	1.00	1.00	-
Receptionist	1.00	1.00	1.00	1.00	-
Secretary	1.00	1.00	1.00	1.00	-
Teacher	44.00	44.00	43.50	45.50	2.00
Total:	60.00	61.00	60.50	62.50	2.00

Notes: Band Teacher split with OHS
 Added 1 Para I Security
 Added 2 Teachers
 Eliminated Assistant Principal

Oasis High School Staffing Summary

Classification	FY 2016 Adopted	FY 2017 Adopted	FY 2018 Adopted	FY 2019 Proposed	(+/-) Change
Athletic Director	1.00	1.00	1.00	1.00	-
Assistant Principal	-	1.00	2.00	2.00	-
Career Specialist	1.00	1.00	1.00	-	(1.00)
Curriculum Coordinator	1.00	-	-	-	-
Dean of Students	1.00	1.00	-	-	-
Food Service Worker	3.00	3.00	3.00	3.00	-
Guidance Counselor	-	1.00	1.00	2.00	1.00
Information Specialist	1.00	1.00	1.00	1.00	-
Lead Food Service Worker	1.00	1.00	1.00	1.00	-
Office Assistant	2.00	1.00	1.00	1.00	-
Paraprofessional I Basic	1.00	-	-	-	-
Paraprofessional II Basic	-	-	-	1.00	1.00
Principal	1.00	1.00	1.00	1.00	-
Receptionist	1.00	2.00	2.00	2.00	-
JROTC Instructor	2.00	2.00	3.00	3.00	-
Secretary	1.00	1.00	1.00	1.00	-
Teacher	35.00	35.50	35.50	36.50	1.00
Tech Support	-	-	1.00	1.00	-
Testing Coordinator	1.00	1.00	1.00	1.00	-
Total:	53.00	53.50	55.50	57.50	2.00

Note: Band Teacher is Split with OMS
 Added new Para II position for ESE
 Reclassed Career Specialist to Guidance
 Added 1 Teacher

OPERATING

EXPENSES

Operating expenses are those costs incurred for the day-to-day functions of our schools. Fixed costs are those expenses that are essentially non-discretionary in nature. These include such items as health insurance, building insurance, electric and building rent. During the budget process, internal departments are reviewed to ensure they are operating at acceptable levels. This includes staffing levels, hours, and departmental needs. Potential improvements are identified, weighed, and implemented as the budget allows.

Custodial Services

We continue to have difficulty in this area and are investigating alternative options. Our Director of Procurement is currently working with Maintenance and City Procurement at the possibility of outsourcing this group. While no final decision has been made to date, a formal request for bid is forthcoming.

Maintenance

Currently there are four positions within the Maintenance Department. While the schools continue to use the City of Cape Coral Facilities Division to assist with projects beyond our scope, these costs have been significantly reduced over the last few years.

As our facilities continue to age, we are faced with increased expenditures. In FY 2018, the Governing Board approved the use of fund balance in the amount of \$1.2 million to begin replacing air conditioning units. To date, multiple units have been identified with anticipation of replacing most units by the end of FY 2018. While the remaining funding has been set aside in Committed Fund Balance, the last 2 units to be replaced are scheduled for FY 2020.

In addition to the air conditioning units noted above, all four of our buildings are scheduled to be painted by the end of FY 2018.

Food Services

The National School Lunch Program (NSLP) currently accommodates 37% of our student population for free or reduced lunch. In FY 2016, we began to follow the required meal pattern by serving all whole grains and a fruit for breakfast, while meeting the sodium limit. In FY 2017-2018, we were reimbursed for meals due to Hurricane Irma.

Due to budget constraints, all cafeteria equipment requested in FY 2019 has been deferred to FY 2020. In the event that there is an equipment failure, we will allocate funding as needed.

Information Technology

While there has been significant progression in this area over the last few years, we must continue to plan for the future. In FY 2016-17, we replaced our major infrastructure, increased our internet speed, replaced many teacher computers, and began implementing the one-to-one devices for our students.

Through the 5-year Capital Asset Improvement Plan, we have begun to identify replacement schedules on a more gradual basis so the financial impact isn't so heavy. Three of our schools began leasing chromebook devices over a 3-year term which has lightened the financial impact of purchasing them outright. In addition, in FY 2018, the schools have utilized a large portion of their Technology Funds to help offset the cost of additional chromebooks. Through collaborative efforts, including assistance from the Charter School Foundation, it is anticipated that all four of our schools will meet the one-to-one device requirement in FY 2019.

In addition, our schools have migrated to Office 365 in FY 2017-2018 as part of the Best Practice Recommendations.

Lastly, there was \$104,000 identified in the development stages of the budget for wireless access points; however, this has since been removed from budget as the funding was simply not available. While we anticipated 60% or an estimated \$62,400 of the \$104,000 to be offset through E-Rate, this may be something we will need to reconsider if our schools fulfill the one-to-one device requirement.

CAPITAL OUTLAY

The FY 2018-2019 Proposed Operating Budget has required a thoughtful examination of every dollar we spend and activity we undertake. While we remain committed to quality education and strong student achievement, it is evident; we must continue to focus on capital improvements.

In FY 2014, the Cape Coral Charter School Authority adopted a five-year Capital Asset Improvement Program as part of the Strategic Planning Process. Prior to this adoption, there was not a formal plan in place to identify and plan for capital needs. From a budgetary standpoint, it is very important to identify school assets, condition, and future plans for those assets. The Asset Improvement Program budgetary process encompasses the integration of revenues and expenditures along with Authority's long range planning process.

The Asset Improvement Program is intended to serve as a long range planning tool to:

- Increase efficiency in operations by maintaining assets in acceptable condition
- Identify major maintenance and equipment replacement
- Identify assets no longer needed by the school

The funding requests of the Capital Asset Improvement Program for FY 2019-FY 2023 are summarized in the following tables. It should be noted that Capital dollars also include library book requests as they are purchased using a capital account.

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CAPITAL ASSET IMPROVEMENT PROGRAM

Capital Asset Improvement Program.....40

 Capital Asset Improvement Program.....A1

 Capital Asset Equipment Program.....A2

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Capital Asset Improvement Program

FY 2019-2023 CAPITAL ASSET IMPROVEMENT PROGRAM

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2019-23 Total
Oasis Elementary						
Parking Lot Resurface	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rediker Program for Students	8,187	8,187	8,187	-	-	24,561
Kronos Software	-	-	21,731	-	-	21,731
LED Lighting Project	-	-	-	-	-	-
Oasis Elementary VPK						
N/A	-	-	-	-	-	-
Christa McAuliffe Elementary						
CME Portables	-	-	-	-	-	-
Rediker Program for Students	7,366	7,366	7,366	-	-	22,098
Kronos Software	-	-	21,731	-	-	21,731
Parking Lot Resurface	-	-	-	-	-	-
Christa McAuliffe Elementary VPK						
	-	-	-	-	-	-
Oasis Middle School						
AC Replacement (Chillers)	-	-	-	-	-	-
Roof Top AC Gym RTU 1 RTU 2 (Split w/P&R)	-	135,000	-	-	-	135,000
Rediker Program for Students	8,079	8,079	8,079	-	-	24,237
Kronos Software	-	-	21,731	-	-	21,731
Roof Top AC Units RTU 1 RTU 2 RTU 3 RTU New	-	-	-	-	-	-
Oasis High School						
Parking Lot Resurface	-	-	-	-	-	-
AC Replacement (Gym Chillers)	-	185,000	-	-	-	185,000
OHS Gym RTU 1-4	-	-	-	560,000	-	560,000
Roof Top Unit AC RTU 1 RTU 2	-	-	320,000	-	-	320,000
Rediker Program for Students	7,059	7,059	7,059	-	-	21,177
Kronos Software	-	-	21,731	-	-	21,731
Parking Lot Expansion	-	-	-	-	-	-
Administration (Split Across Schools by Allocation)						
LED Lighting Project	-	-	-	260,555	-	260,555

FY 2019-2023 CAPITAL ASSET IMPROVEMENT PROGRAM

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2019-23 Total
Oasis Elementary	\$ 8,187	\$ 8,187	\$ 29,918	\$ -	\$ -	\$ 46,292
Oasis Elementary VPK	-	-	-	-	-	-
Christa McAuliffe	7,366	7,366	29,097	-	-	43,829
Christa McAuliffe VPK	-	-	-	-	-	-
Oasis Middle School	8,079	143,079	29,810	-	-	180,968
Oasis High School	7,059	192,059	348,790	560,000	-	1,107,908
Administration	-	-	-	260,555	-	260,555
Grand Total:	<u>\$ 30,691</u>	<u>\$ 350,691</u>	<u>\$ 437,615</u>	<u>\$ 820,555</u>	<u>\$ -</u>	<u>\$ 1,639,552</u>

Capital Asset Equipment Program

FY 2019-2023 CAPITAL EQUIPMENT PROGRAM

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2019-23 Total
Oasis Elementary						
Basic Instruction						
Library Books	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 5,000
Maintenance						
Traffic Fence (Behind OMS)	-	-	-	-	-	-
Mini Split Systems	-	-	-	-	-	-
Breezeway Gates for Security	-	-	-	-	-	-
Perimeter Gate	-	-	-	-	-	-
Food Services						
Steam Table	-	-	8,000	-	-	8,000
Convection Oven(s)	-	7,000	-	-	-	7,000
Information Technology						
Student Chromebooks - Original Lease FY 2017 Phase I 170	-	-	-	-	-	-
Vicon Security Collector/Cameras	-	4,000	4,000	4,000	4,000	16,000
Transportation						
Bus Radios (Split across all schools)	-	2,500	2,500	2,500	-	7,500
Bus Replacement (Bus # TBD - split across all schools)	-	30,774	62,774	-	-	93,548
Oasis Elementary VPK						
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY 2019-2023 CAPITAL EQUIPMENT PROGRAM

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2019-23 Total
Christa McAuliffe Elementary						
Maintenance						
Roof Top AC Units - Compressors	\$ -	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 30,000
Mini Split Systems	-	-	-	-	-	-
Breezeway Gates for Security	-	-	-	-	-	-
Perimeter Gate	-	-	-	-	-	-
Food Services						
Convection Oven(s)	-	-	7,000	-	-	7,000
Information Technology						
Vicon Security System	-	4,000	4,000	4,000	4,000	16,000
Transportation						
Bus Radios (Split across all schools)	-	2,500	2,500	2,500	-	7,500
Bus Replacement (Bus # TBD - split across all schools)	-	27,009	55,094	-	-	82,103
Christa McAuliffe Elementary VPK						
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY 2019-2023 CAPITAL EQUIPMENT PROGRAM

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2019-23 Total
Oasis Middle School						
Instruction						
Library Books	\$ 1,100	\$ 1,150	\$ 1,200	\$ -	\$ -	\$ 3,450
Administration						
N/A	-	-	-	-	-	-
Maintenance						
Water Heater for Gym Building (to be split with P&R)	-	10,000	-	-	-	10,000
RTU Motors	-	-	-	-	-	-
Mini Split Systems	-	-	-	-	-	-
Breezeway Gates for Security	-	-	-	-	-	-
Roof Top AC Units - Removed \$60k in FY 20 replacing unit at \$90k under improvements	-	-	-	-	-	-
Perimeter Gate	-	-	-	-	-	-
Food Services						
Steam Table	-	8,000	-	-	-	8,000
Convection Oven(s)	-	-	7,000	-	-	7,000
Information Technology						
Vicon - Security System Collectors		4,000	4,000	4,000	4,000	16,000
Transportation						
Bus Radios (Split across all schools)	-	2,500	2,500	2,500	-	7,500
Bus Replacement (Bus # TBD - split across all schools)	-	30,231	61,660	-	-	91,891
N/A	-	-	-	-	-	-

FY 2019-2023 CAPITAL EQUIPMENT PROGRAM

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2019-23 Total
Oasis High School						
Administration						
Fitness Center Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance						
Mini Split Systems	-	-	-	-	-	-
Water Heater(s)	-	-	-	5,000	-	5,000
AC Motors	-	5,000	5,000	-	-	10,000
AC RTU Compressors	-	7,500	-	-	-	7,500
Perimeter Gate	-	-	-	-	-	-
Food Services						
Steam Table	-	-	-	-	8,000	8,000
Convection Oven(s)	-	-	-	7,000	-	7,000
Information Technology						
Vicon - Security System Collectors	-	4,000	4,000	4,000	4,000	16,000
N/A	-	-	-	-	-	-
Transportation						
Bus Radios (Split across all schools)	-	2,500	2,500	2,500	-	7,500
Bus Replacement (Bus # TBD - split across all schools)	-	26,430	53,912	-	-	80,342

FY 2019-2023 CAPITAL EQUIPMENT PROGRAM

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2019-23 Total
Administration - Funding is Allocated for All Items Below						
Information Technology						
N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
N/A						
Transportation						
Shark Van	-	-	-	-	-	-
Maintenance Van	-	-	-	-	-	-
2011 Econoline E350 Van	-	-	-	-	-	-
2012 School Bus-International - 4DRBUSKN7B8376098 FY 2022	-	-	-	-	-	-
2012 School Bus-International - 4DRBUSKN7B8376098 FY 2022	-	-	-	-	-	-
2012 School Bus-International - 4DRBUSKN7B8376098 FY 2023	-	-	-	-	-	-
2012 School Bus-International - 4DRBUSKN7B8376098 FY 2023	-	-	-	119,068	-	119,068
2012 School Bus-International - 4DRBUSKN7B8376098 FY 2024	-	-	-	119,068	-	119,068
2012 School Bus-International - 4DRBUSKN7B8376098 FY 2024	-	-	-	119,068	-	119,068
2012 School Bus-International - 4DRBUSKN7B8376098 FY 2025	-	-	-	-	121,449	121,449
2012 School Bus-International - 4DRBUSKN7B8376098 FY 2025	-	-	-	-	121,449	121,449
2012 School Bus-International - 4DRBUSKN7B8376098 FY 2026	-	-	-	-	121,449	121,449
2012 School Bus-International - 4DRBUSKN7B8376098 FY 2026	-	-	-	-	-	-
2012 School Bus-International - 4DRBUSKN7B8376098 FY 2027	-	-	-	-	-	-
2012 School Bus-International - 4DRBUSKN7B8376098 FY 2027	-	-	-	-	-	-
2012 School Bus-International - 4DRBUSKN7B8376098 FY 2028	-	-	-	-	-	-
2012 School Bus-International - 4DRBUSKN7B8376098 FY 2028	-	-	-	-	-	-

FY 2019-2023 CAPITAL EQUIPMENT PROGRAM

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2019-23 Total
2012 School Bus-International - 4DRBUSKN78B376098 FY 2029	-	-	-	-	-	-
2015 School Bus-International - 4DRBUSKN78B376098 FY 2029	-	-	-	-	-	-
2015 School Bus-International - 4DRBUSKN78B376098 FY 2030	-	-	-	-	-	-
2015 School Bus-International - 4DRBUSKN78B376098 FY 2030	-	-	-	-	-	-
2015 School Bus-International - 4DRBUSKN78B376098 FY 2031	-	-	-	-	-	-

	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2019-23 Total
Oasis Elementary	\$ 1,000	\$ 45,274	\$ 78,274	\$ 7,500	\$ 5,000	\$ 137,048
Oasis Elementary VPK	-	-	-	-	-	-
Christa McAuliffe Elementary	-	41,009	76,094	14,000	11,500	142,603
Christa McAuliffe VPK	-	-	-	-	-	-
Oasis Middle School	1,100	55,881	76,360	6,500	4,000	143,841
Oasis High School	-	45,430	65,412	18,500	12,000	141,342
Administration	-	-	-	357,204	364,347	721,551
Grand Total:	\$ 2,100	\$ 187,594	\$ 296,140	\$ 403,704	\$ 396,847	\$ 1,286,385

APPENDICES

Appendices.....	42
FY 2019-2021 Proposed Revenue for all Schools.....	B1
FY 2019-2021 Proposed Revenue by School.....	B2
FY 2019-2021 Proposed Expenditures for all Schools.....	B3
FY 2019-2021 Proposed Expenditures by Program.....	B4
FY 2019-2021 Proposed Expenditures by School.....	B5

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FY 2019-2021 Proposed Revenue for All Schools



FY 2019 - FY 2021 Proposed Revenue for All Schools

Object	Description	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	FY 2021
531901	Other Fed Grants	\$ (61,353)	\$ (102,094)	\$ (102,094)	\$ (94,930)	\$ (97,778)	\$ (100,711)
533261	NSLP Reimbursement Lunch	(438,118)	(437,750)	(437,750)	(455,000)	(461,825)	(468,752)
533262	NSLP Reimbursement Breakfast	(69,228)	(66,950)	(66,950)	(72,000)	(73,080)	(74,176)
535750	FEFP-FL Ed Fin Prog St Shared	(21,204,909)	(20,670,372)	(20,629,818)	(20,416,594)	(20,713,564)	(21,011,959)
535751	FI Teacher Lead Prog St Shared	(47,656)	(47,656)	(45,723)	(45,723)	(45,723)	(45,723)
535752	School Recog Funds St Shared	(157,454)	-	(157,957)	-	-	-
535753	VPK Program State Shared	(193,097)	(212,052)	(212,052)	(212,052)	-	-
535754	Charter Sch Cap Outly St Share	(887,939)	(582,762)	(615,289)	(1,515,652)	(1,515,652)	(1,515,652)
535755	Other Misc State Shared	(54,535)	(739,045)	-	-	-	-
535756	Title II-A Funding St Shared	(32,751)	(34,691)	(59,474)	(59,474)	(59,474)	(59,474)
535757	AICE Revenue State Shared	(651,050)	(627,100)	(540,069)	(436,000)	(420,200)	(378,500)
535759	Discretionary Capital Funding	-	-	-	-	-	-
547801	Student Lunch Serv Charges	(642,068)	(654,050)	(654,050)	(640,000)	(649,600)	(659,344)
547802	Culinary Program Revenue	-	-	-	-	-	-
547803	Transportation Service Charges	(2,010)	(12,400)	(12,400)	(10,000)	(11,000)	(11,600)
561102	Short term investment income	(30,308)	(24,775)	(46,118)	(50,500)	(53,000)	(55,500)
562101	Rents and Royalties	(600)	(500)	(2,000)	(500)	(500)	(500)
566101	Contrib/Donation Private Sourc	(37,968)	(80,520)	(56,160)	(18,000)	(57,500)	(58,000)
566104	Contrib Charter Rally Revenue	-	-	(10,000)	-	-	-
569101	Other Miscellaneous Revenue	(10,947)	(1,100)	(7,200)	(4,300)	(4,300)	(4,300)
569102	Insur Damage Claims Misc Rev	(17,352)	-	-	-	-	-
569103	Book Sales Misc Revenue	(16,677)	(22,600)	-	-	-	-
569104	Lost/Damaged/Sold Textbooks	(1,244)	(900)	(1,300)	(850)	(850)	(850)
569110	Reimbursable Charges	(425,547)	(35,938)	(59,198)	(62,959)	(64,841)	(65,987)
569116	Oth Misc Rev/Reimbursable Chrg	-	-	(15,500)	(13,000)	(14,000)	(15,000)
569119	HealthCare Ins Profit Sharing	-	-	(875)	-	-	-
569206	GL Recon Balance Adjustment	10,694	-	-	-	-	-
569901	Other Miscellaneous Revenues	(4,360)	(23,400)	(4,900)	(4,420)	(5,042)	(5,666)
581301	Capital Lease Proceeds	(163,071)	-	-	-	-	-
599910	Restricted Balances	-	-	(1,697,980)	(1,697,980)	(1,697,980)	(1,697,980)
599920	Committed Balances	-	-	(486,371)	(793,905)	(530,650)	(530,650)
599930	Assigned Balances	-	(253,779)	(1,255,802)	(889,344)	(1,349,359)	(1,306,167)
599940	Unassigned Balances	-	(6,334,137)	(4,797,653)	(5,676,462)	(4,687,138)	(3,818,066)
Grand Total:		\$ (25,139,545)	\$ (30,964,571)	\$ (31,974,683)	\$ (33,169,645)	\$ (32,513,056)	\$ (31,884,557)

FY 2019-2021 Proposed Revenue by School



FY 2019 - FY 2021 Proposed Revenue by School

School	Object	Description	FY 2017 Actuals	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
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Oasis Elementary	533261	NSLP Reimbursement Lunch	\$ (111,501)	\$ (108,150)	\$ (108,150)	\$ (115,000)	\$ (116,725)	\$ (118,476)
	533262	NSLP Reimbursement Breakfast	(17,319)	(16,480)	(16,480)	(15,000)	(15,225)	(15,453)
	535750	FEFP-FL Ed Fin Prog St Shared	(5,985,381)	(5,836,528)	(5,795,239)	(5,878,578)	(5,960,753)	(6,042,928)
	535751	FI Teacher Lead Prog St Shared	(14,168)	(14,168)	(13,388)	(13,388)	(13,388)	(13,388)
	535754	Charter Sch Cap Outly St Share	(240,803)	(158,025)	(186,295)	(420,744)	(420,744)	(420,744)
	535755	Other Misc State Shared	(13,634)	(200,503)	-	-	-	-
	547801	Student Lunch Serv Charges	(158,263)	(159,650)	(159,650)	(160,000)	(162,400)	(164,836)
	547803	Transportation Service Charges	(839)	(3,400)	(3,400)	(3,400)	(3,400)	(3,400)
	561102	Short term investment income	(8,192)	(7,175)	(12,175)	(14,000)	(15,000)	(16,000)
	566101	Contrib/Donation Private Sourc	(14,054)	(30,000)	(30,640)	(15,000)	(30,000)	(30,000)
	569101	Other Miscellaneous Revenue	(804)	(800)	(2,800)	(2,500)	(2,500)	(2,500)
	569102	Insur Damage Claims Misc Rev	(4,697)	-	-	-	-	-
	569103	Book Sales Misc Revenue	(12,294)	(12,000)	-	-	-	-
	569104	Lost/Damaged/Sold Textbooks	(401)	(200)	(200)	(200)	(200)	(200)
	569110	Reimbursable Charges	(132,085)	(8,000)	(8,000)	(8,000)	(8,000)	(8,000)
	569116	Oth Misc Rev/Reimbursable Chrg	-	-	(12,500)	(9,000)	(9,000)	(9,000)
	569119	HealthCare Ins Profit Sharing	-	-	(875)	-	-	-
	569206	GL Recon Balance Adjustment	2,900	-	-	-	-	-
	569901	Other Miscellaneous Revenues	(361)	(1,500)	(100)	(400)	(450)	(500)
	581301	Capital Lease Proceeds	(46,028)	-	-	-	-	-
	599910	Restricted Balances	-	-	(444,886)	(444,886)	(444,886)	(444,886)
	599920	Committed Balances	-	-	(1,009)	(147,521)	(147,521)	(147,521)
	599930	Assigned Balances	-	-	(83,679)	-	-	-
	599940	Unassigned Balances	-	(3,541,702)	(1,697,542)	(1,825,294)	(1,678,146)	(1,254,925)
Grand Total Oasis Elementary:			\$ (6,766,966)	\$ (10,107,415)	\$ (8,592,888)	\$ (9,088,791)	\$ (9,044,218)	\$ (8,708,637)
Oasis Elementary VPK	535753	VPK Program State Shared	\$ (97,307)	\$ (106,026)	\$ (106,026)	\$ (106,026)	\$ (106,026)	\$ (106,026)
	599940	Unassigned Balances	-	(24,600)	-	-	-	-
Grand Total OES VPK:			\$ (97,307)	\$ (130,626)	\$ (106,026)	\$ (106,026)	\$ (106,026)	\$ (106,026)



FY 2019 - FY 2021 Proposed Revenue by School

School	Object	Description	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	FY 2021
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Christa McAuliffe	533261	NSLP Reimbursement Lunch	\$ (121,346)	\$ (118,450)	\$ (118,450)	\$ (130,000)	\$ (131,950)	\$ (133,929)
	533262	NSLP Reimbursement Breakfast	(28,735)	(26,780)	(26,780)	(25,000)	(25,375)	(25,756)
	535750	FEFP-FL Ed Fin Prog St Shared	(5,312,254)	(5,160,007)	(5,126,186)	(5,151,533)	(5,222,403)	(5,293,273)
	535751	FI Teacher Lead Prog St Shared	(12,107)	(12,107)	(11,873)	(11,873)	(11,873)	(11,873)
	535752	School Recog Funds St Shared	(74,365)	-	(74,851)	-	-	-
	535754	Charter Sch Cap Outly St Share	(210,769)	(138,303)	(162,345)	(362,861)	(362,861)	(362,861)
	535755	Other Misc State Shared	(6,817)	(175,006)	-	-	-	-
	535756	Title II-A Funding St Shared	(6,668)	(8,347)	(14,265)	(14,265)	(14,265)	(14,265)
	547801	Student Lunch Serv Charges	(104,119)	(103,000)	(103,000)	(95,000)	(96,425)	(97,871)
	547803	Transportation Service Charges	(379)	(2,500)	(2,500)	(1,500)	(1,600)	(1,700)
	561102	Short term investment income	(7,164)	(5,600)	(11,832)	(12,000)	(12,500)	(13,000)
	566101	Contrib/Donation Private Sourc	(21,369)	(21,500)	(21,500)	-	(22,000)	(22,500)
	569101	Other Miscellaneous Revenue	(9,506)	-	(1,500)	(1,500)	(1,500)	(1,500)
	569102	Insur Damage Claims Misc Rev	(4,104)	-	-	-	-	-
	569103	Book Sales Misc Revenue	-	(7,500)	-	-	-	-
	569104	Lost/Damaged/Sold Textbooks	(170)	(150)	(150)	(150)	(150)	(150)
	569110	Reimbursable Charges	(90,797)	(9,000)	(16,800)	(22,000)	(22,500)	(23,000)
	569116	Oth Misc Rev/Reimbursable Chrg	-	-	(3,000)	(4,000)	(5,000)	(6,000)
	569206	GL Recon Balance Adjustment	2,539	-	-	-	-	-
	569901	Other Miscellaneous Revenues	(1,209)	(11,800)	(1,800)	(1,000)	(1,500)	(2,000)
	581301	Capital Lease Proceeds	(46,028)	-	-	-	-	-
	599910	Restricted Balances	-	-	(387,690)	(387,690)	(387,690)	(387,690)
	599920	Committed Balances	-	-	(116,614)	(127,250)	(127,250)	(127,250)
	599930	Assigned Balances	-	(141,897)	(405,689)	(8,007)	-	-
	599940	Unassigned Balances	-	(1,306,175)	(1,028,820)	(1,566,473)	(1,447,552)	(1,228,791)
Christa McAuliffe VPK	535753	VPK Program State Shared	\$ (95,790)	\$ (106,026)	\$ (106,026)	\$ (106,026)	\$ (106,026)	\$ (106,026)
	599940	Unassigned Balances	-	(218,379)	-	-	-	-
Grand Total CME VPK:			\$ (95,790)	\$ (324,405)	\$ (106,026)	\$ (106,026)	\$ (106,026)	\$ (106,026)
Grand Total Christa McAuliffe:			\$ (6,055,367)	\$ (7,248,122)	\$ (7,635,645)	\$ (7,922,102)	\$ (7,894,394)	\$ (7,753,409)



FY 2019 - FY 2021 Proposed Revenue by School

School	Object	Description	FY 2017	FY 2018	FY 2018	FY 2019	FY 2020	FY 2021
Oasis Middle School	533261	NSLP Reimbursement Lunch	\$ (116,434)	\$ (118,450)	\$ (118,450)	\$ (125,000)	\$ (126,875)	\$ (128,778)
	533262	NSLP Reimbursement Breakfast	(15,014)	(16,480)	(16,480)	(22,000)	(22,330)	(22,665)
	535750	FEFP-FL Ed Fin Prog St Shared	(5,373,171)	(5,288,048)	(5,258,782)	(5,157,852)	(5,235,277)	(5,313,177)
	535751	FI Teacher Lead Prog St Shared	(11,592)	(11,592)	(10,610)	(10,610)	(10,610)	(10,610)
	535752	School Recog Funds St Shared	(83,089)	-	(83,106)	-	-	-
	535754	Charter Sch Cap Outly St Share	(234,014)	(153,738)	(141,093)	(396,424)	(396,424)	(396,424)
	535755	Other Misc State Shared	(20,451)	(195,847)	-	-	-	-
	535756	Title II-A Funding St Shared	(8,839)	(8,990)	(15,276)	(15,276)	(15,276)	(15,276)
	547803	Student Lunch Serv Charges	(203,044)	(200,850)	(200,850)	(200,000)	(203,000)	(206,045)
	547803	Transportation Service Charges	(423)	(3,500)	(3,500)	(2,500)	(3,000)	(3,500)
	561102	Short term investment income	(7,999)	(6,500)	(10,611)	(12,500)	(13,000)	(13,500)
	566101	Contrib/Donation Private Sourc	(2,545)	(26,720)	(1,720)	(2,500)	(5,000)	(5,000)
	569101	Other Miscellaneous Revenue	(341)	-	(1,500)	-	-	-
	569102	Insur Damage Claims Misc Rev	(4,570)	-	-	-	-	-
	569103	Book Sales Misc Revenue	(4,383)	(3,100)	-	-	-	-
	569104	Lost/Damaged/Sold Textbooks	(191)	(300)	(300)	(200)	(200)	(200)
	569110	Reimbursable Charges	(124,237)	(9,500)	(24,960)	(23,358)	(24,500)	(24,900)
	569206	GL Recon Balance Adjustment	2,819	-	-	-	-	-
	569901	Other Miscellaneous Revenues	(79)	(7,300)	(200)	(150)	(150)	(150)
	581301	Capital Lease Proceeds	(71,015)	-	-	-	-	-
	599910	Restricted Balances	-	-	(457,915)	(457,915)	(457,915)	(457,915)
	599920	Committed Balances	-	-	(68,748)	(216,436)	(138,181)	(138,181)
	599930	Assigned Balances	-	-	(415,535)	(66,479)	(173,541)	-
	599940	Unassigned Balances	-	(950,406)	(1,205,171)	(1,643,257)	(1,398,363)	(1,334,350)
Grand Total Oasis Middle School:			\$ (6,278,612)	\$ (7,001,321)	\$ (8,034,807)	\$ (8,352,457)	\$ (8,223,642)	\$ (8,070,671)



FY 2019 - FY 2021 Proposed Revenue by School

School	Object	Description	FY 2017 Actuals	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
Oasis High School	531901	Other Fed Grants	\$ (61,353)	\$ (102,094)	\$ (102,094)	\$ (94,930)	\$ (97,778)	\$ (100,711)
	533261	NSLP Reimbursement Lunch	(88,837)	(92,700)	(92,700)	(85,000)	(86,275)	(87,569)
	533262	NSLP Reimbursement Breakfast	(8,159)	(7,210)	(7,210)	(10,000)	(10,150)	(10,302)
	535750	FEFP-FL Ed Fin Prog St Shared	(4,534,104)	(4,385,789)	(4,449,611)	(4,228,631)	(4,295,131)	(4,362,581)
	535751	FI Teacher Lead Prog St Shared	(9,789)	(9,789)	(9,852)	(9,852)	(9,852)	(9,852)
	535754	Charter Sch Cap Outly St Share	(202,353)	(132,696)	(125,556)	(335,623)	(335,623)	(335,623)
	535755	Other Misc State Shared	(13,634)	(167,689)	-	-	-	-
	535756	Title II-A Funding St Shared	(8,200)	(8,220)	(14,053)	(14,053)	(14,053)	(14,053)
	535757	AICE Revenue State Shared	(651,050)	(627,100)	(540,069)	(436,000)	(420,200)	(378,500)
	547801	Student Lunch Serv Charges	(176,642)	(190,550)	(190,550)	(185,000)	(187,775)	(190,592)
	547803	Transportation Service Charges	(368)	(3,000)	(3,000)	(2,600)	(3,000)	(3,000)
	561102	Short term investment income	(6,953)	(5,500)	(11,500)	(12,000)	(12,500)	(13,000)
	562101	Rents and Royalties	(600)	(500)	(2,000)	(500)	(500)	(500)
	566101	Contrib/Donation Private Sourc	-	(2,300)	(2,300)	(500)	(500)	(500)
	566104	Contrib Charter Rally Revenue	-	-	(10,000)	-	-	-
	569101	Other Miscellaneous Revenue	(296)	(300)	(1,400)	(300)	(300)	(300)
	569102	Insur Damage Claims Misc Rev	(3,980)	-	-	-	-	-
	569104	Lost/Damaged/Sold Textbooks	(482)	(250)	(650)	(300)	(300)	(300)
	569110	Reimbursable Charges	(78,428)	(9,438)	(9,438)	(9,601)	(9,841)	(10,087)
	569206	GL Recon Balance Adjustment	2,437	-	-	-	-	-
	569901	Other Miscellaneous Revenues	(2,711)	(2,800)	(2,800)	(2,870)	(2,942)	(3,016)
	599910	Restricted Balances	-	-	(407,489)	(407,489)	(407,489)	(407,489)
	599920	Committed Balances	-	-	(300,000)	(302,698)	(117,698)	(117,698)
	599930	Assigned Balances	-	(111,882)	(350,899)	(814,858)	(1,175,818)	(1,306,167)
	599940	Unassigned Balances	-	(292,875)	(866,120)	(641,438)	(163,077)	-
	Grand Total Oasis High School:			\$ (5,845,503)	\$ (6,152,682)	\$ (7,499,291)	\$ (7,594,243)	\$ (7,350,802)
Grand Total All Schools:			\$ (25,139,545)	\$ (30,964,571)	\$ (31,974,683)	\$ (33,169,645)	\$ (32,513,056)	\$ (31,884,557)

FY 2019-2021 Proposed Expenditures for all Schools



FY 2019 - FY 2021 Proposed Expenditures for All Schools

Object	Description	FY 2017 Actuals	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
611110	Administrator/Principal Salary	\$ 682,390	\$ 730,740	\$ 741,773	\$ 758,420	\$ 758,420	\$ 766,420
612120	Classroom Teacher Salary	7,547,840	7,763,969	7,763,969	7,742,345	7,680,207	7,680,207
612130	Oth Certified Personnel Salary	654,363	690,114	578,226	541,335	541,335	541,335
612150	Aides Salary	477,305	363,045	347,505	400,492	358,661	358,661
612160	Other Support Personnel Salary	2,000,912	1,977,857	2,009,864	2,060,808	2,060,808	2,060,808
613102	Contract Employees Salary/Wage	-	1,100	1,100	-	-	-
613140	Substitutue Teacher Salary/Wag	207,512	205,000	205,000	221,000	226,000	230,000
614101	Overtime	6,648	3,720	3,720	3,150	3,810	3,825
615101	Special Pay/Add Pay	405,646	383,105	394,405	376,550	374,550	374,550
615107	Employee Recognition/Bonus	211,785	-	193,157	300,000	300,000	300,000
621101	FICA Taxes	734,127	751,354	754,154	728,756	720,786	722,645
621102	Medicare Taxes	171,692	174,744	175,412	170,798	168,701	168,704
622110	Florida Retirement System(FRS)	877,137	947,520	943,639	958,018	948,232	948,232
623101	Life,Health,Disability Insur	138,300	193,905	188,870	189,961	187,899	187,899
623102	Self-Insured Health Plan	1,926,199	2,228,634	2,202,051	2,568,251	2,551,227	2,551,227
623107	Opt Out Health Ins Subsidy	43,328	40,399	41,799	46,057	46,057	46,057
624101	Workers Compensation	112,001	112,259	120,368	128,112	127,408	127,408
624102	Unemployment	11,233	-	-	-	-	-
624103	Leave Payout	148,781	-	434	-	-	-
631304	Legal Services	228	-	2,800	6,100	6,100	6,100
631312	Accounting & Auditing	77,530	96,249	134,698	128,061	172,085	175,990
631399	Other Professional Services	373,450	364,534	362,671	383,944	343,370	349,379
634107	Physicals - General	9,024	9,426	8,943	10,008	10,223	10,430
634119	Employee Health Clinic Charges	2,200	2,247	2,247	2,155	2,270	2,390
634120	Outside Services	16,129	14,839	97,455	92,486	92,706	92,926
634123	Dual Enrollment Tuition	30,370	38,000	38,000	40,000	50,000	55,000
634125	Athletics Coaches & Officials	74,457	84,000	84,000	82,000	82,000	82,000
640101	Food And Mileage (City)	3,808	6,736	7,633	6,700	6,900	7,050
640105	Travel Costs	16,874	18,551	29,389	25,776	25,899	25,957
641101	Communication Service	7,664	8,419	8,900	11,096	11,473	11,849
641102	Telephone Service	108,021	113,065	114,634	112,985	114,697	117,042
641103	Telecommunication Service	821	563	130	425	430	435



FY 2019 - FY 2021 Proposed Expenditures for All Schools

Object	Description	FY 2017 Actuals	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
641104	Postage & Shipping	15,121	14,709	15,206	13,906	14,266	14,545
643202	Electric	433,260	469,913	469,913	474,982	483,582	493,506
643203	Water & Sewer	45,878	54,783	54,783	57,372	58,877	60,644
643205	Propane Fuel	2,105	5,151	7,151	4,575	4,575	4,575
644101	Building Rental/Leases	3,109,070	2,967,613	2,967,613	3,190,487	3,191,475	3,194,625
644102	Equipment Rental/Leases	4,612	3,935	3,285	3,023	3,123	3,227
644103	Copy & Fax Machine Rent/Lease	55,314	68,380	38,580	38,841	39,159	39,591
644199	Other Rentals/Leases	156	101	51	120	120	120
645101	Insurance	241,745	297,301	296,301	287,448	296,881	305,135
646101	Tires	-	-	180	-	-	-
646102	Equip Repair/Maintenance	195,627	158,055	182,742	206,604	208,877	212,885
646103	Building Maintenance	142,843	338,997	244,748	103,700	64,700	64,700
646104	Diesel Fuel	94,295	112,718	108,399	103,000	108,375	111,807
646105	Parts Repair/Maintenance	-	-	500	-	-	-
646106	Unleaded Fuel	1,093	1,165	1,165	2,160	2,188	2,220
646108	Other Repairs & Maint.	13,058	19,000	12,190	10,000	10,000	12,500
646300	Warranty/Maint/Service Plans	84,282	-	-	-	-	-
647101	Printing	814	2,388	2,223	4,810	4,980	5,151
648101	Advertising	1,380	2,681	5,589	2,645	2,740	2,816
648102	Public Relations	-	-	25	-	-	-
649102	Bank Fees	10,988	11,173	11,428	11,720	11,942	12,165
649103	Various Fees	154,885	171,111	172,041	176,176	181,170	186,289
649131	Wellness Prog - Rewards	15,450	-	25	-	-	-
652101	Office Supplies	70,117	78,234	79,748	79,561	81,112	82,440
652113	Uniforms	960	2,775	2,640	3,017	3,023	3,030
652114	Chemicals	117	105	105	200	200	200
652115	Tools	863	1,026	686	1,200	1,200	1,200
652116	Small Equipment	70,590	68,178	41,085	53,096	83,438	84,146
652117	Janitorial Supplies	70,562	81,500	84,500	83,000	83,000	83,000
652118	Operating Medical Supply	-	-	3,663	2,400	2,525	2,600
652119	Food And Beverage	508,096	559,500	551,000	548,500	564,500	580,500
652121	Computer Equip/Accessory	138,125	74,076	173,072	21,900	94,393	89,773



FY 2019 - FY 2021 Proposed Expenditures for All Schools

Object	Description	FY 2017 Actuals	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
652122	Computer Software/License	198,858	147,586	150,076	166,958	148,048	162,218
652124	Safety Equipment	-	-	(800)	-	-	-
652125	Sod, Seed, Sand And Soil	-	-	1,664	-	-	-
652128	Operating Supplies - Charter S	23,215	81,201	103,375	110,016	113,141	115,936
652129	Textbooks	137,569	242,000	166,512	166,250	217,019	217,965
652130	Periodicals	330	-	150	550	550	550
652139	School A La Carte Food	96,305	105,000	105,000	110,000	114,000	118,000
652141	Trophies/Awards	50	306	203	500	500	500
652142	Athletic Equipment	-	-	10,600	10,000	15,000	10,000
652145	Teacher Classroom Supply	47,656	48,203	46,075	47,344	46,828	46,828
652199	Other Operating Mat & Supplies	17,651	35,367	61,551	47,933	47,513	48,883
653105	Parking Lot Maintenance	9,955	-	-	1,200	400	400
654101	Books Pubs Subscript & Membrshp	859	1,233	2,313	2,325	2,351	2,379
654102	Wellness - Gym Memberships	220	-	-	-	-	-
655101	Training & Seminars	17,431	33,941	47,838	46,821	47,122	47,323
655102	In-House Training	15,774	6,041	18,958	12,983	13,083	13,183
656101	Discounts Taken/Lost	(18)	-	-	-	-	-
662101	Buildings	-	50,000	35,000	-	-	-
662601	Improvements Other Than Bldgs	-	7,500	2,500	-	-	-
664101	Equipment	437,818	211,642	799,898	-	391,000	380,500
664102	Vehicles	-	3,000	5,000	-	114,444	233,440
664501	Computer Software Intangible	-	28,000	37,100	30,691	30,691	117,615
666101	Library Books	2,898	4,923	5,500	2,100	2,150	2,200
666102	Scholastic Book Fair	16,798	13,100	-	-	-	-
671100	Principal Expense - Debt	283,524	233,532	287,904	289,815	273,712	60,792
672101	Debt Interest Expense	23,702	18,679	18,679	15,544	9,967	4,702
699201	Restricted Fund Balance	-	-	1,697,980	1,697,980	1,697,980	1,697,980
699301	Commmitted Fund Balance	-	-	486,371	793,905	530,650	530,650
699401	Assigned Fund Balance	-	-	-	641,438	-	-
699901	Unassigned Fund Balance	-	6,804,655	4,797,653	5,395,060	5,124,232	4,414,597
Grand Total:		\$ 23,889,776	\$ 30,964,571	\$ 31,974,683	\$ 33,169,645	\$ 32,513,056	\$ 31,884,557

FY 2019-2021 Proposed Expenditures by Program



FY 2019 - FY 2021 Proposed Expenditures by Program

Program	Description	FY 2017 Actuals	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
5100	Basic Instruction	\$ 12,298,494	\$ 12,349,991	\$ 12,473,460	\$ 12,442,615	\$ 12,449,924	\$ 12,429,522
5200	ESE	232,058	270,795	262,862	235,962	235,677	235,677
6120	Guidance	352,795	381,919	305,945	264,300	264,300	264,300
6130	Health Services	108,294	137,985	114,552	148,151	148,276	148,351
6190	Other Pupil Personnel Services	193,112	214,032	220,921	213,770	215,270	216,770
6200	Instructional Media	174,265	169,680	152,510	136,046	136,166	136,286
6400	Instructional Staff Training (Title II)	31,860	34,701	73,853	59,474	59,474	59,474
7100	Board	18,170	43,799	39,071	35,162	36,026	36,896
7200	General Administration	540,399	529,300	498,175	830,183	830,914	831,971
7300	School Administration	1,877,307	2,017,261	1,999,829	1,987,075	1,988,407	2,088,732
7400	Facility Acquisition and Constr.	-	-	35,000	-	-	-
7500	Fiscal Services (City)	342,118	416,013	443,440	487,537	482,814	490,510
7600	Food Services	1,021,365	1,073,620	1,069,551	1,128,329	1,169,842	1,193,841
7750	Information Technology	774,966	311,467	313,208	206,429	208,082	220,541
7800	Transportation	1,040,936	1,068,610	1,130,592	1,212,471	1,348,175	1,291,172
7900	Maintenance/Custodial	4,619,825	4,425,444	4,427,887	4,730,370	4,753,259	4,778,699
8100	Maintenance of Plant	263,812	715,299	1,431,823	523,388	833,588	818,588
9800	Budget Reserves	-	6,804,655	6,982,004	8,528,383	7,352,862	6,643,227
Grand Total:		\$ 23,889,776	\$ 30,964,571	\$ 31,974,683	\$ 33,169,645	\$ 32,513,056	\$ 31,884,557

FY 2019-2021 Proposed Expenditures by School



FY 2019 - FY 2021 Proposed Expenditures by School

School	Object	Description	FY 2017 Actuals	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
Oasis Elementary	611110	Administrator/Principal Salary	\$ 182,365	\$ 194,354	\$ 176,387	\$ 183,880	\$ 183,880	\$ 191,880
	612120	Classroom Teacher Salary	2,155,166	2,139,014	2,139,014	2,101,030	2,101,030	2,101,030
	612130	Oth Certified Personnel Salary	166,306	170,687	170,637	171,614	171,614	171,614
	612150	Aides Salary	221,095	140,490	124,950	133,509	133,509	133,509
	612160	Other Support Personnel Salary	492,154	461,343	493,350	512,195	512,195	512,195
	613140	Substitutue Teacher Salary/Wag	45,719	53,000	53,000	60,000	63,000	65,000
	614101	Overtime	1,783	927	927	800	1,050	1,050
	615101	Special Pay/Add Pay	65,545	64,965	76,165	62,975	62,975	62,975
	615107	Employee Recognition/Bonus	14,226	-	-	75,000	75,000	75,000
	621101	FICA Taxes	201,708	195,615	198,415	195,219	194,999	196,858
	621102	Medicare Taxes	47,174	45,717	46,385	45,943	45,658	45,658
	622110	Florida Retirement System(FRS)	248,870	247,029	248,184	256,747	256,747	256,747
	623101	Life,Health,Disability Insur	37,799	49,977	45,977	50,956	50,904	50,904
	623102	Self-Insured Health Plan	541,529	620,516	606,196	705,223	705,223	705,223
	623107	Opt Out Health Ins Subsidy	11,921	9,761	9,241	7,834	7,834	7,834
	624101	Workers Compensation	28,680	28,366	34,529	34,056	34,056	34,056
	624102	Unemployment	2,303	-	-	-	-	-
	624103	Leave Payout	35,145	-	-	-	-	-
	631304	Legal Services	62	-	1,500	1,500	1,500	1,500
	631312	Accounting & Auditing	20,969	26,314	43,586	13,184	44,667	44,927
	631399	Other Professional Services	72,444	83,015	73,565	81,350	81,371	81,393
	634107	Physicals - General	2,314	3,308	2,800	3,195	3,300	3,405
	634119	Employee Health Clinic Charges	595	601	601	630	660	690
	634120	Outside Services	3,655	3,238	20,810	18,562	18,607	18,652
	640101	Food And Mileage (City)	999	1,857	1,907	1,775	1,850	1,900
	640105	Travel Costs	2,807	3,614	7,824	5,834	5,854	5,874
	641101	Communication Service	1,633	2,238	2,138	2,705	2,808	2,911
	641102	Telephone Service	28,133	29,474	29,474	29,783	29,783	29,783
	641103	Telecommunication Service	317	180	130	175	180	185
	641104	Postage & Shipping	1,819	2,471	2,271	1,250	1,255	1,260
	643202	Electric	92,283	98,000	98,000	100,940	102,959	106,048
	643203	Water & Sewer	11,185	15,308	15,308	15,767	16,240	16,727
	643205	Propane Fuel	-	25	25	25	25	25
	644101	Building Rental/Leases	731,307	739,480	739,480	766,588	754,857	755,324
	644102	Equipment Rental/Leases	464	465	465	465	465	465
	644103	Copy & Fax Machine Rent/Lease	13,585	17,498	9,315	9,333	9,369	9,438



FY 2019 - FY 2021 Proposed Expenditures by School

School	Object	Description	FY 2017 Actuals	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
	644199	Other Rentals/Leases	42	-	-	-	-	-
	645101	Insurance	59,574	78,661	78,661	80,627	82,643	84,709
	646102	Equip Repair/Maintenance	48,228	36,920	42,550	47,000	47,660	48,340
	646103	Building Maintenance	37,860	68,052	49,750	42,000	17,000	17,000
	646104	Diesel Fuel	19,327	24,700	24,500	19,500	20,500	21,500
	646106	Unleaded Fuel	254	308	308	800	825	850
	646108	Other Repairs & Maint.	7,956	6,000	6,000	2,500	2,500	5,000
	646300	Warranty/Maint/Service Plans	23,009	-	-	-	-	-
	647101	Printing	54	137	137	1,250	1,255	1,260
	648101	Advertising	374	545	1,120	360	380	390
	648102	Public Relations	-	-	25	-	-	-
	649102	Bank Fees	2,971	3,075	3,075	3,050	3,100	3,150
	649103	Various Fees	3,406	3,092	3,452	3,325	3,335	3,345
	649131	Wellness Prog - Rewards	6,082	-	-	-	-	-
	652101	Office Supplies	25,799	26,483	25,947	25,900	26,155	26,410
	652113	Uniforms	240	675	675	747	753	760
	652114	Chemicals	19	-	-	50	50	50
	652115	Tools	263	250	50	300	300	300
	652116	Small Equipment	22,973	18,507	13,288	20,275	18,325	18,400
	652117	Janitorial Supplies	17,653	20,500	20,500	21,000	21,000	21,000
	652118	Operating Medical Supply	-	-	850	600	650	650
	652119	Food And Beverage	145,910	155,000	152,500	152,000	156,000	160,000
	652121	Computer Equip/Accessory	46,046	4,825	5,125	7,800	38,103	38,103
	652122	Computer Software/License	57,364	42,287	40,887	38,435	32,004	32,074
	652128	Operating Supplies - Charter S	11,099	17,259	25,309	27,200	27,845	28,509
	652129	Textbooks	40,309	47,000	45,500	30,500	60,500	60,500
	652141	Trophies/Awards	14	103	-	50	50	50
	652145	Teacher Classroom Supply	14,426	14,685	12,884	12,884	12,884	12,884
	652199	Other Operating Mat & Supplies	3,176	4,600	11,733	15,783	9,783	9,783
	653105	Parking Lot Maintenance	2,465	-	-	500	100	100
	654101	Books Pubs Subscript & Membrshp	277	100	680	660	670	680
	654102	Wellness - Gym Memberships	(60)	-	-	-	-	-
	655101	Training & Seminars	3,325	8,542	11,873	10,489	10,690	10,791
	655102	In-House Training	3,898	1,425	3,825	3,375	3,400	3,425
	656101	Discounts Taken/Lost	(10)	-	-	-	-	-
	662601	Improvements Other Than Bldgs	-	2,500	-	-	-	-



FY 2019 - FY 2021 Proposed Expenditures by School

School	Object	Description	FY 2017 Actuals	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
	664101	Equipment	128,227	16,600	300,240	-	13,500	14,500
	664102	Vehicles	-	750	1,250	-	30,774	62,774
	664501	Computer Software Intangible	-	7,000	7,000	8,187	8,187	29,918
	666101	Library Books	2,152	4,000	4,000	1,000	1,000	1,000
	666102	Scholastic Book Fair	12,415	4,000	-	-	-	-
	671100	Principal Expense - Debt	62,328	62,826	78,176	78,685	74,040	16,347
	672101	Debt Interest Expense	4,853	5,025	5,025	4,180	2,680	1,264
	699201	Restricted Fund Balance	-	-	444,886	444,886	444,886	444,886
	699301	Commmitted Fund Balance	-	-	1,009	147,521	147,521	147,521
	699901	Unassigned Fund Balance	-	3,972,136	1,697,542	2,185,330	2,047,746	1,688,374
		Grand Total Oasis Elementary:	\$ 6,298,354	\$ 10,107,415	\$ 8,592,888	\$ 9,088,791	\$ 9,044,218	\$ 8,708,637
Oasis Elementary VPK	612120	Classroom Teacher Salary	\$ 39,072	\$ 40,581	\$ 40,581	\$ 40,581	\$ -	\$ -
	612150	Aides Salary	14,195	20,916	20,916	20,916	-	-
	615101	Special Pay/Add Pay	1,001	1,000	1,000	1,000	-	-
	621101	FICA Taxes	2,831	3,875	3,875	3,875	-	-
	621102	Medicare Taxes	662	906	906	906	-	-
	622110	Florida Retirement System(FRS)	4,081	4,893	4,893	4,893	-	-
	623101	Life,Health,Disability Insur	540	1,005	1,005	1,005	-	-
	623102	Self-Insured Health Plan	8,004	8,512	8,512	8,512	-	-
	624101	Workers Compensation	867	319	319	319	-	-
	631399	Other Professional Services	23,731	23,736	23,736	23,736	-	-
	649103	Various Fees	25	25	25	25	-	-
	652145	Teacher Classroom Supply	258	258	258	258	-	-
	699901	Unassigned Fund Balance	-	24,600	-	-	-	-
		Grand Total OES VPK:	\$ 95,266	\$ 130,626	\$ 106,026	\$ 106,026	\$ -	\$ -



FY 2019 - FY 2021 Proposed Expenditures by School

School	Object	Description	FY 2017 Actuals	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
Christa McAuliffe	611110	Administrator/Principal Salary	\$ 166,866	\$ 180,806	\$ 171,806	\$ 184,780	\$ 184,780	\$ 184,780
	612120	Classroom Teacher Salary	1,820,885	1,873,443	1,873,443	1,865,667	1,865,667	1,865,667
	612130	Oth Certified Personnel Salary	155,693	177,430	115,592	115,669	115,669	115,669
	612150	Aides Salary	146,749	124,825	124,825	131,101	131,101	131,101
	612160	Other Support Personnel Salary	465,755	523,857	523,857	507,242	507,242	507,242
	613102	Contract Employees Salary/Wage	-	1,100	1,100	-	-	-
	613140	Substitutue Teacher Salary/Wag	46,906	50,000	50,000	58,000	60,000	62,000
	614101	Overtime	1,095	745	745	750	760	775
	615101	Special Pay/Add Pay	68,756	60,613	60,713	57,826	57,826	57,826
	615107	Employee Recognition/Bonus	76,155	-	74,851	75,000	75,000	75,000
	621101	FICA Taxes	174,827	182,918	182,918	173,280	173,280	173,280
	621102	Medicare Taxes	40,887	42,779	42,779	40,610	40,610	40,610
	622110	Florida Retirement System(FRS)	209,957	230,948	225,912	228,109	228,109	228,109
	623101	Life,Health,Disability Insur	33,463	47,353	46,318	45,298	45,298	45,298
	623102	Self-Insured Health Plan	490,122	541,291	529,028	638,048	638,048	638,048
	623107	Opt Out Health Ins Subsidy	5,536	5,722	7,642	5,680	5,680	5,680
	624101	Workers Compensation	25,958	27,466	29,412	31,816	31,750	31,750
	624102	Unemployment	3,300	-	-	-	-	-
	624103	Leave Payout	26,342	-	-	-	-	-
	631304	Legal Services	54	-	1,300	1,500	1,500	1,500
	631312	Accounting & Auditing	18,332	22,994	28,921	33,171	43,437	44,740
	631399	Other Professional Services	62,050	73,170	75,382	79,500	80,600	81,700
	634107	Physicals - General	2,278	1,817	1,817	1,788	1,819	1,845
	634119	Employee Health Clinic Charges	520	526	526	500	525	550
	634120	Outside Services	3,979	2,838	28,738	29,120	29,145	29,170
	640101	Food And Mileage (City)	959	1,181	2,128	1,750	1,825	1,875
	640105	Travel Costs	3,086	2,272	6,406	3,600	3,600	3,600
	641101	Communication Service	1,714	2,101	1,785	2,660	2,675	2,690
	641102	Telephone Service	26,857	26,029	27,029	27,700	28,495	29,314
	641103	Telecommunication Service	163	180	-	100	100	100
	641104	Postage & Shipping	1,338	2,266	2,266	2,250	2,300	2,350
	643202	Electric	89,464	105,000	105,000	105,000	106,000	107,000
	643203	Water & Sewer	14,285	14,464	14,464	14,825	15,196	15,652
	644101	Building Rental/Leases	708,809	768,053	768,053	762,979	736,793	736,908
	644102	Equipment Rental/Leases	1,393	2,000	1,400	1,500	1,600	1,700
	644103	Copy & Fax Machine Rent/Lease	13,460	15,105	9,267	9,362	9,587	9,900



FY 2019 - FY 2021 Proposed Expenditures by School

School	Object	Description	FY 2017 Actuals	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
	644199	Other Rentals/Leases	37	-	-	-	-	-
	645101	Insurance	56,569	61,224	61,224	62,755	64,324	66,574
	646101	Tires	-	-	180	-	-	-
	646102	Equip Repair/Maintenance	47,162	39,978	42,725	46,600	47,100	48,547
	646103	Building Maintenance	30,754	97,341	67,862	25,500	14,500	14,500
	646104	Diesel Fuel	17,891	24,275	24,359	20,500	23,000	23,500
	646106	Unleaded Fuel	227	206	206	400	400	400
	646108	Other Repairs & Maint.	5,102	6,000	-	2,500	2,500	2,500
	646300	Warranty/Maint/Service Plans	18,645	-	-	-	-	-
	647101	Printing	50	201	51	1,250	1,355	1,460
	648101	Advertising	327	652	852	575	600	625
	649102	Bank Fees	2,597	2,870	2,945	2,970	3,042	3,115
	649103	Various Fees	3,218	2,820	3,377	3,100	3,163	3,190
	649131	Wellness Prog - Rewards	3,019	-	-	-	-	-
	652101	Office Supplies	17,075	16,330	18,205	17,411	17,947	18,260
	652113	Uniforms	240	700	565	700	700	700
	652114	Chemicals	61	50	50	50	50	50
	652115	Tools	-	250	250	300	300	300
	652116	Small Equipment	19,596	34,801	14,722	8,050	16,110	14,175
	652117	Janitorial Supplies	20,509	20,000	23,000	20,000	20,000	20,000
	652118	Operating Medical Supply	-	-	250	600	625	650
	652119	Food And Beverage	129,657	137,500	137,500	140,000	144,000	148,000
	652121	Computer Equip/Accessory	17,911	6,250	14,100	5,750	6,850	6,950
	652122	Computer Software/License	47,222	33,252	32,442	32,280	18,040	24,990
	652128	Operating Supplies - Charter S	2,483	13,703	17,853	22,150	22,695	23,241
	652129	Textbooks	37,474	75,000	71,000	70,000	75,000	75,000
	652141	Trophies/Awards	12	103	103	200	200	200
	652145	Teacher Classroom Supply	11,592	11,860	12,133	13,482	13,482	13,482
	652199	Other Operating Mat & Supplies	3,060	12,000	16,195	10,200	10,230	11,050
	653105	Parking Lot Maintenance	-	-	-	100	100	100
	654101	Books Pubs Subscript & Membrshp	529	518	518	525	525	525
	654102	Wellness - Gym Memberships	81	-	-	-	-	-
	655101	Training & Seminars	3,091	6,409	8,816	10,732	10,832	10,932
	655102	In-House Training	4,433	3,857	7,374	3,858	3,883	3,908
	656101	Discounts Taken/Lost	(7)	-	-	-	-	-
	662101	Buildings	-	50,000	35,000	-	-	-



FY 2019 - FY 2021 Proposed Expenditures by School

School	Object	Description	FY 2017 Actuals	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
	662601	Improvements Other Than Bldgs	-	2,500	-	-	-	-
	664101	Equipment	108,991	95,970	266,406	-	14,000	21,000
	664102	Vehicles	-	750	1,250	-	27,009	55,094
	664501	Computer Software Intangible	-	7,000	9,950	7,366	7,366	29,097
	666102	Scholastic Book Fair	-	6,000	-	-	-	-
	671100	Principal Expense - Debt	58,493	55,820	71,170	70,936	66,111	14,347
	672101	Debt Interest Expense	4,457	4,465	4,465	3,668	2,352	1,110
	699201	Restricted Fund Balance	-	-	387,690	387,690	387,690	387,690
	699301	Commmitted Fund Balance	-	-	116,614	127,250	127,250	127,250
	699901	Unassigned Fund Balance	-	1,306,175	1,028,820	1,566,473	1,515,046	1,347,468
		Grand Total Christa McAuliffe:	\$ 5,580,552	\$ 7,248,122	\$ 7,635,645	\$ 7,922,102	\$ 7,894,394	\$ 7,753,409
Christa McAuliffe VPK	612120	Classroom Teacher Salary	\$ 40,097.39	\$ 40,800.00	\$ 40,800.00	\$ 40,581.00	\$ -	\$ -
	612150	Aides Salary	17,859	19,401	19,401	20,916	-	-
	615101	Special Pay/Add Pay	-	-	-	1,000	-	-
	615107	Employee Recognition/Bonus	712	-	-	-	-	-
	621101	FICA Taxes	3,484	3,973	3,973	3,875	-	-
	621102	Medicare Taxes	815	886	886	906	-	-
	622110	Florida Retirement System(FRS)	4,374	5,266	5,266	4,893	-	-
	623101	Life,Health,Disability Insur	406	1,082	1,082	1,005	-	-
	623102	Self-Insured Health Plan	6,944	9,810	9,810	8,512	-	-
	624101	Workers Compensation	298	343	343	319	-	-
	624103	Leave Payout	211	-	434	-	-	-
	631399	Other Professional Services	23,731	23,736	23,736	23,736	-	-
	649103	Various Fees	-	26	26	25	-	-
	652145	Teacher Classroom Supply	515	269	269	258	-	-
	699901	Unassigned Fund Balance	-	218,813	-	-	-	-
		Grand Total CME VPK:	\$ 99,446	\$ 324,405	\$ 106,026	\$ 106,026	\$ -	\$ -



FY 2019 - FY 2021 Proposed Expenditures by School

School	Object	Description	FY 2017 Actuals	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
Oasis Middle School	611110	Administrator/Principal Salary	\$ 171,745	\$ 182,409	\$ 170,409	\$ 127,480	\$ 127,480	\$ 127,480
	612120	Classroom Teacher Salary	1,844,146	1,914,738	1,914,738	1,964,197	1,964,197	1,964,197
	612130	Oth Certified Personnel Salary	102,919	103,709	103,709	104,893	104,893	104,893
	612150	Aides Salary	77,407	57,413	57,413	75,155	75,155	75,155
	612160	Other Support Personnel Salary	543,317	495,342	495,342	488,885	488,885	488,885
	613140	Substitutue Teacher Salary/Wag	68,976	55,000	55,000	55,000	55,000	55,000
	614101	Overtime	2,038	1,030	1,030	800	1,050	1,050
	615101	Special Pay/Add Pay	125,535	104,180	104,180	107,229	107,229	107,229
	615107	Employee Recognition/Bonus	87,857	-	83,106	75,000	75,000	75,000
	621101	FICA Taxes	182,745	190,057	190,057	177,662	177,662	177,662
	621102	Medicare Taxes	42,739	43,550	43,550	41,547	41,547	41,550
	622110	Florida Retirement System(FRS)	213,168	238,740	238,740	233,574	233,574	233,574
	623101	Life,Health,Disability Insur	34,849	49,206	49,206	46,072	46,072	46,072
	623102	Self-Insured Health Plan	471,407	577,095	577,095	621,123	621,123	621,123
	623107	Opt Out Health Ins Subsidy	15,685	15,496	15,496	19,200	19,200	19,200
	624101	Workers Compensation	29,924	29,571	29,571	31,309	31,309	31,309
	624102	Unemployment	3,085	-	-	-	-	-
	624103	Leave Payout	39,668	-	-	-	-	-
	631304	Legal Services	60	-	-	1,600	1,600	1,600
	631312	Accounting & Auditing	20,445	25,391	31,799	42,766	43,904	45,075
	631399	Other Professional Services	109,102	91,908	93,808	96,622	99,356	102,140
	634107	Physicals - General	2,394	1,539	1,639	2,300	2,318	2,334
	634119	Employee Health Clinic Charges	580	607	607	500	550	600
	634120	Outside Services	3,524	3,813	20,585	18,772	18,872	18,972
	634125	Athletics Coaches & Officials	11,500	10,000	10,000	10,000	10,000	10,000
	640101	Food And Mileage (City)	1,002	2,197	1,897	1,650	1,650	1,650
	640105	Travel Costs	3,858	6,324	6,513	7,301	7,314	7,330
	641101	Communication Service	2,389	2,142	3,039	3,231	3,390	3,548
	641102	Telephone Service	27,917	30,287	30,287	27,737	28,538	29,363
	641103	Telecommunication Service	182	103	-	100	100	100
	641104	Postage & Shipping	4,304	3,384	3,281	3,211	3,267	3,324
	643202	Electric	144,597	146,807	146,807	148,936	150,914	153,038
	643203	Water & Sewer	10,915	13,049	13,049	14,300	14,586	15,024
	643205	Propane Fuel	468	513	1,513	550	550	550
	644101	Building Rental/Leases	766,235	787,078	787,078	807,979	792,142	792,552
	644102	Equipment Rental/Leases	464	670	620	590	590	594



FY 2019 - FY 2021 Proposed Expenditures by School

School	Object	Description	FY 2017 Actuals	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
	644103	Copy & Fax Machine Rent/Lease	15,679	17,510	9,215	9,363	9,420	9,470
	644199	Other Rentals/Leases	41	50	-	-	-	-
	645101	Insurance	59,055	73,970	72,970	73,970	77,715	79,487
	646102	Equip Repair/Maintenance	52,636	39,103	49,733	56,000	56,930	57,888
	646103	Building Maintenance	44,444	78,052	57,400	17,850	17,850	17,850
	646104	Diesel Fuel	32,497	35,743	36,543	35,500	36,550	37,632
	646105	Parts Repair/Maintenance	-	-	500	-	-	-
	646106	Unleaded Fuel	339	321	321	500	500	500
	646108	Other Repairs & Maint.	-	6,000	5,190	2,500	2,500	2,500
	646300	Warranty/Maint/Service Plans	23,179	-	-	-	-	-
	647101	Printing	665	871	461	1,060	1,070	1,081
	648101	Advertising	364	873	2,101	860	885	901
	649102	Bank Fees	2,899	2,563	2,643	3,100	3,200	3,300
	649103	Various Fees	3,562	3,308	4,121	3,420	3,470	3,520
	649131	Wellness Prog - Rewards	3,124	-	-	-	-	-
	652101	Office Supplies	17,768	19,125	19,300	19,650	20,155	20,660
	652113	Uniforms	240	700	700	780	780	780
	652114	Chemicals	22	30	30	50	50	50
	652115	Tools	45	276	276	300	300	300
	652116	Small Equipment	10,580	6,260	8,841	6,650	12,050	10,750
	652117	Janitorial Supplies	17,306	21,000	21,000	21,000	21,000	21,000
	652118	Operating Medical Supply	-	-	1,732	600	625	650
	652119	Food And Beverage	115,923	133,000	133,000	137,000	141,000	145,000
	652121	Computer Equip/Accessory	3,519	37,275	72,363	3,450	9,440	9,620
	652122	Computer Software/License	35,554	24,047	22,047	32,335	29,146	32,326
	652124	Safety Equipment	-	-	(800)	-	-	-
	652128	Operating Supplies - Charter S	5,309	19,458	32,258	30,410	31,243	32,101
	652129	Textbooks	24,042	70,000	31,992	30,750	31,519	32,465
	652130	Periodicals	-	-	150	150	150	150
	652139	School A La Carte Food	44,680	50,000	50,000	52,000	54,000	56,000
	652141	Trophies/Awards	13	-	-	150	150	150
	652145	Teacher Classroom Supply	11,592	11,599	10,699	10,610	10,610	10,610
	652199	Other Operating Mat & Supplies	4,710	13,154	20,149	12,250	12,300	12,350
	653105	Parking Lot Maintenance	2,100	-	-	300	100	100
	654101	Books Pubs Subscrpt & Membrshp	29	-	500	510	510	510
	654102	Wellness - Gym Memberships	(10)	-	-	-	-	-



FY 2019 - FY 2021 Proposed Expenditures by School

School	Object	Description	FY 2017 Actuals	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
	655101	Training & Seminars	1,793	6,739	15,905	12,050	12,050	12,050
	655102	In-House Training	4,055	400	4,400	3,375	3,400	3,425
	664101	Equipment	153,491	77,822	232,502	-	159,500	13,500
	664102	Vehicles	-	750	1,250	-	30,231	61,660
	664501	Computer Software Intangible	-	7,000	10,250	8,079	8,079	29,810
	666101	Library Books	747	923	1,500	1,100	1,150	1,200
	666102	Scholastic Book Fair	4,383	3,100	-	-	-	-
	671100	Principal Expense - Debt	102,630	61,941	85,613	85,800	77,905	16,059
	672101	Debt Interest Expense	8,165	4,954	4,954	4,106	2,633	1,242
	699201	Restricted Fund Balance	-	-	457,915	457,915	457,915	457,915
	699301	Commmitted Fund Balance	-	-	68,748	216,436	138,181	138,181
	699901	Unassigned Fund Balance	-	990,056	1,205,171	1,643,257	1,398,363	1,378,755
Grand Total Oasis Middle School:			\$ 5,974,313	\$ 7,001,321	\$ 8,034,807	\$ 8,352,457	\$ 8,223,642	\$ 8,070,671



FY 2019 - FY 2021 Proposed Expenditures by School

School	Object	Description	FY 2017 Actuals	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
Oasis High School	611110	Administrator/Principal Salary	\$ 161,415	\$ 173,171	\$ 223,171	\$ 262,280	\$ 262,280	\$ 262,280
	612120	Classroom Teacher Salary	1,648,474	1,755,393	1,755,393	1,730,289	1,749,313	1,749,313
	612130	Oth Certified Personnel Salary	229,445	238,288	188,288	149,159	149,159	149,159
	612150	Aides Salary	-	-	-	18,895	18,896	18,896
	612160	Other Support Personnel Salary	499,687	497,315	497,315	552,486	552,486	552,486
	613140	Substitutue Teacher Salary/Wag	45,911	47,000	47,000	48,000	48,000	48,000
	614101	Overtime	1,732	1,018	1,018	800	950	950
	615101	Special Pay/Add Pay	144,809	152,347	152,347	146,520	146,520	146,520
	615107	Employee Recognition/Bonus	32,835	-	35,200	75,000	75,000	75,000
	621101	FICA Taxes	168,532	174,916	174,916	174,845	174,845	174,845
	621102	Medicare Taxes	39,414	40,906	40,906	40,886	40,886	40,886
	622110	Florida Retirement System(FRS)	196,687	220,644	220,644	229,802	229,802	229,802
	623101	Life,Health,Disability Insur	31,244	45,282	45,282	45,625	45,625	45,625
	623102	Self-Insured Health Plan	408,193	471,410	471,410	586,833	586,833	586,833
	623107	Opt Out Health Ins Subsidy	10,186	9,420	9,420	13,343	13,343	13,343
	624101	Workers Compensation	26,275	26,194	26,194	30,293	30,293	30,293
	624102	Unemployment	2,545	-	-	-	-	-
	624103	Leave Payout	47,416	-	-	-	-	-
	631304	Legal Services	52	-	-	1,500	1,500	1,500
	631312	Accounting & Auditing	17,784	21,550	30,392	38,940	40,077	41,248
	631399	Other Professional Services	82,392	68,969	72,444	79,000	82,043	84,146
	634107	Physicals - General	2,038	2,762	2,687	2,725	2,786	2,846
	634119	Employee Health Clinic Charges	504	513	513	525	535	550
	634120	Outside Services	4,971	4,950	27,322	26,032	26,082	26,132
	634123	Dual Enrollment Tuition	30,370	38,000	38,000	40,000	50,000	55,000
	634125	Athletics Coaches & Officials	62,957	74,000	74,000	72,000	72,000	72,000
	640101	Food And Mileage (City)	848	1,501	1,701	1,525	1,575	1,625
	640105	Travel Costs	7,123	6,341	8,646	9,041	9,131	9,153
	641101	Communication Service	1,928	1,938	1,938	2,500	2,600	2,700
	641102	Telephone Service	25,114	27,275	27,844	27,765	27,881	28,582
	641103	Telecommunication Service	159	100	-	50	50	50
	641104	Postage & Shipping	7,660	6,588	7,388	7,195	7,444	7,611
	643202	Electric	106,916	120,106	120,106	120,106	123,709	127,420
	643203	Water & Sewer	9,493	11,962	11,962	12,480	12,855	13,241
	643205	Propane Fuel	1,636	4,613	5,613	4,000	4,000	4,000
	644101	Building Rental/Leases	902,718	673,002	673,002	852,941	907,683	909,841



FY 2019 - FY 2021 Proposed Expenditures by School

School	Object	Description	FY 2017 Actuals	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
	644102	Equipment Rental/Leases	2,291	800	800	468	468	468
	644103	Copy & Fax Machine Rent/Lease	12,590	18,267	10,783	10,783	10,783	10,783
	644199	Other Rentals/Leases	36	51	51	120	120	120
	645101	Insurance	66,546	83,446	83,446	70,096	72,199	74,365
	646102	Equip Repair/Maintenance	47,601	42,054	47,734	57,004	57,187	58,110
	646103	Building Maintenance	29,784	95,552	69,736	18,350	15,350	15,350
	646104	Diesel Fuel	24,580	28,000	22,997	27,500	28,325	29,175
	646106	Unleaded Fuel	273	330	330	460	463	470
	646108	Other Repairs & Maint.	-	1,000	1,000	2,500	2,500	2,500
	646300	Warranty/Maint/Service Plans	19,450	-	-	-	-	-
	647101	Printing	45	1,179	1,574	1,250	1,300	1,350
	648101	Advertising	315	611	1,516	850	875	900
	649102	Bank Fees	2,522	2,665	2,765	2,600	2,600	2,600
	649103	Various Fees	144,674	161,840	161,040	166,281	171,202	176,234
	649131	Wellness Prog - Rewards	3,226	-	25	-	-	-
	652101	Office Supplies	9,475	16,296	16,296	16,600	16,855	17,110
	652113	Uniforms	240	700	700	790	790	790
	652114	Chemicals	15	25	25	50	50	50
	652115	Tools	555	250	110	300	300	300
	652116	Small Equipment	17,442	8,610	4,234	18,121	36,953	40,821
	652117	Janitorial Supplies	15,093	20,000	20,000	21,000	21,000	21,000
	652118	Operating Medical Supply	-	-	831	600	625	650
	652119	Food And Beverage	116,606	134,000	128,000	119,500	123,500	127,500
	652121	Computer Equip/Accessory	70,649	25,726	81,484	4,900	40,000	35,100
	652122	Computer Software/License	58,718	48,000	54,700	63,908	68,858	72,828
	652125	Sod, Seed, Sand And Soil	-	-	1,664	-	-	-
	652128	Operating Supplies - Charter S	4,324	30,781	27,955	30,256	31,358	32,085
	652129	Textbooks	35,744	50,000	18,020	35,000	50,000	50,000
	652130	Periodicals	330	-	-	400	400	400
	652139	School A La Carte Food	51,625	55,000	55,000	58,000	60,000	62,000
	652141	Trophies/Awards	11	100	100	100	100	100
	652142	Athletic Equipment	-	-	10,600	10,000	15,000	10,000
	652145	Teacher Classroom Supply	9,274	9,532	9,832	9,852	9,852	9,852
	652199	Other Operating Mat & Supplies	6,704	5,613	13,474	9,700	15,200	15,700
	653105	Parking Lot Maintenance	5,390	-	-	300	100	100
	654101	Books Pubs Subscript & Membrshp	25	615	615	630	646	664



FY 2019 - FY 2021 Proposed Expenditures by School

School	Object	Description	FY 2017 Actuals	FY 2018 Adopted	FY 2018 Amended	FY 2019 Proposed	FY 2020 Proposed	FY 2021 Proposed
	654102	Wellness - Gym Memberships	209	-	-	-	-	-
	655101	Training & Seminars	9,222	12,251	11,244	13,550	13,550	13,550
	655102	In-House Training	3,388	359	3,359	2,375	2,400	2,425
	662601	Improvements Other Than Bldgs	-	2,500	2,500	-	-	-
	664101	Equipment	47,109	21,250	750	-	204,000	331,500
	664102	Vehicles	-	750	1,250	-	26,430	53,912
	664501	Computer Software Intangible	-	7,000	9,900	7,059	7,059	28,790
	671100	Principal Expense - Debt	60,073	52,945	52,945	54,394	55,656	14,039
	672101	Debt Interest Expense	6,227	4,235	4,235	3,590	2,302	1,086
	699201	Restricted Fund Balance	-	-	407,489	407,489	407,489	407,489
	699301	Committed Fund Balance	-	-	300,000	302,698	117,698	117,698
	699401	Assigned Fund Balance	-	-	-	641,438	-	-
	699901	Unassigned Fund Balance	-	292,875	866,120	-	163,077	-
	Grand Total Oasis High School:		\$ 5,841,844	\$ 6,152,682	\$ 7,499,291	\$ 7,594,243	\$ 7,350,802	\$ 7,351,840
	Grand Total All Schools:		\$ 23,889,776	\$ 30,964,571	\$ 31,974,683	\$ 33,169,645	\$ 32,513,056	\$ 31,884,557

Item Number:	14.B.
Meeting Date:	6/12/2018
Item Type:	NEW BUSINESS:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Approval of Charge-Back fee of \$311,000 for Pay Parity - Superintendent Collins

SUMMARY:

ADDITIONAL INFORMATION:

ATTACHMENTS:

	Description	Type
▣	CHARGEBACK FEE \$311,000 FOR PAY PARITY JUNE 2018	Backup Material

City of Cape Coral Charter School Chargeback Fees

On May 22, 2018 City Council decided to waive charter school service fees of \$311,000. The City Manager stated this money could be best spent by allowing the schools to purchase Chromebooks and to use for pay-parity. However, included in these chargeback fees are several costs associated with payroll and other miscellaneous fees that have already been spent:

\$311,000 budgeted amount*

-\$160,000 (for HR and Accountant)

-\$20,000 (for 2018 internal audit which has already begun)

-\$16,318 for miscellaneous items already purchased through April

Postage and shipping \$922

Employee Clinic \$1725

Telephone line (metro line) \$3600

Facility charges \$4000

Legal services (outside) \$598

Other professional services \$6,350

Food and mileage \$370

\$114,682 balance for Chromebooks and pay parity

Recommendations:

\$15,200 (approx.) 50 Lenovo Chromebooks with software and 3 charging carts

\$99,482 (approx.) pay parity

* These estimates are still awaiting confirmation by the finance department.

Item Number:	14.C.
Meeting Date:	6/12/2018
Item Type:	NEW BUSINESS:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Request for Emergency Meeting for SB 7026: "Mental Health Assistance Allocation" -
Superintendent Collins

SUMMARY:

ADDITIONAL INFORMATION:

ATTACHMENTS:

	Description	Type
▣	MENTAL HEALTH ASSISTANCE ALLOCATION - SB 7026	Backup Material



State Board of Education

Marva Johnson, *Chair*
Andy Tuck, *Vice Chair*
Members
Gary Chartrand
Ben Gibson
Tom Grady
Michael Olenick
Joe York

Pam Stewart
Commissioner of Education

MEMORANDUM

TO: School District Superintendents
School District Finance Officers

FROM: Hershel Lyons, Chancellor
Division of Public Schools

Linda Champion, Deputy Commissioner
Division of Finance and Operations

DATE: June 1, 2018

SUBJECT: Mental Health Assistance Allocation – Senate Bill 7026

Senate Bill 7026 (Chapter 2018-3, Laws of Florida) comprehensively addresses school safety, in part, through a Mental Health Assistance Allocation and district implementation plans. In Governor Scott's letter, dated March 23, 2018, he stated that it was his expectation that each student in Florida has access to a mental health professional at school by the 2018-19 school year. Following is a summary of the pertinent sections of the new law, including changes that will impact Florida school districts.

Section 29.

Revises section (s.) 1011.62, Florida Statutes (F.S.), Funds for operation of schools, to:

- Create a Mental Health Assistance Allocation to provide funding to school districts to help establish or expand school-based mental health care.
 - Funds for this allocation are to be allocated each year in the General Appropriations Act (GAA) or other law, with each school district receiving a minimum of \$100,000 and the remaining balance to be distributed to school districts proportionately based on their total unweighted full-time equivalent student enrollment.
 - Before receiving funds, school districts are required to annually develop and submit a plan outlining the local program and planned expenditures to their district school boards for approval.
 - Plans approved by district school boards are due to the Commissioner of Education by August 1 of each fiscal year. The district must include the plans approved by the governing body of each charter school in the district with its submission.
 - Attached to this memo are a certification and checklist for your plans, which are also to be submitted to Mark Eggers via email by August 1, 2018.
 - Eligible charter schools are entitled to a proportionate share of the district's Mental Health Assistance Allocation funding.
 - To be eligible, a charter school must develop and submit a detailed plan outlining the local program and planned expenditures to its governing body for approval. After the plan is approved by the governing body, it must be provided to the

Contact Information:

Mark Eggers
850-245-0405
Mark.Eggers@fldoe.org
DPS: 2018-77

- charter school's sponsor (district). This includes charter schools that will begin operations in the 2018-19 school year.
- The district should work with its charter schools to establish a process and reasonable deadline for charter schools to submit their governing body-approved plans to the district before the district's August 1 deadline to submit them and its own plan to the department.
- At least 90 percent of a district's allocation must be spent to:
 - Provide mental health assessment, diagnosis, intervention, treatment and recovery services to students with one or more mental health or co-occurring substance abuse diagnoses and students at high risk of such diagnoses; and
 - Coordinate such services with a student's primary care provider and the student's other mental health providers.
- Funds from this allocation may not supplant operating funds currently provided for this purpose, nor may the funds be used to increase salaries or provide bonuses.
- School districts are encouraged to maximize third-party health insurance benefits and Medicaid claims for services, where appropriate.
- The department will distribute the district's allocation upon the district's submission of the school board-approved plan outlining a local program and planned expenditures. Before the distribution of the allocation can occur the charter school must develop and submit a detailed plan outlining the local program and planned expenditures to its governing body for approval.
- Plans must be focused on delivering evidence-based mental health care treatment to children and include:
 - Provision of mental health assessment, diagnosis, intervention, treatment and recovery services to students with one or more mental health or co-occurring substance abuse diagnoses and students at high risk of such diagnoses.
 - Coordination of services with a student's primary care provider and other mental health providers caring for the student.
 - Direct employment of service providers or a contract-based collaborative effort or partnership with one or more local community mental health program, agencies or providers.
- Beginning September 30, 2019, and annually thereafter by September 30, each school district shall submit to the department a report on its program outcomes and expenditures for the previous fiscal year that, at a minimum, must include the number of each of the following:
 - Students who received screenings or assessments.
 - Students who were referred for services or assistance.
 - Students who received services or assistance.
 - Direct employment service providers employed by each school district.
 - Contract-based collaborative efforts or partnerships with community mental health programs, agencies or providers.

A draft checklist for the report is attached to this memo for your planning purposes.

Section 36.

Appropriates \$69,237,286 in recurring funds from the General Revenue Fund for the 2018-19 fiscal year to fund the Mental Health Assistance Allocation, created pursuant to s. 1011.62(16), F.S., within the Florida Education Finance Program.

Item Number:	14.D.
Meeting Date:	6/12/2018
Item Type:	NEW BUSINESS:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Approval of FY2019 Annual Purchase Orders Over \$50,000 - Danielle Jensen, Director,
Procurement and Food Services

SUMMARY:

ADDITIONAL INFORMATION:

ATTACHMENTS:

	Description	Type
▣	Approval of Purchase Orders Over \$50K - 2018-19	Backup Material

Cape Coral Charter School Authority
Administration Division

TO: Cape Coral Charter School Authority Governing Board
THRU: Jacquelln Collins, Superintendent
FROM: Danielle Jensen, Director of Procurement and Food Services
DATE: May 24, 2018
SUBJECT: Purchase orders over \$50K

To be in compliance with procurement policy, we need to present all purchase orders that are over \$50,000 based on funding for our anticipated 2018-19 budget. We have the same ten vendors as last year whose purchase orders are over \$50,000 and we have to add one more. As I mentioned last year, we have the option to present all these purchase orders each year or you can approve the purchase orders for the remainder of their term and any renewals. Last year, the board requested they be presented each year.

We have 2 leases which are for the copiers and the Chromebooks at \$59K and \$54K. We have 3 utilities which are for City of Cape Coral (water), LCEC (electric) and Century link (phone and internet service) for \$57K, \$475K, and \$110K. We also have 4 contracts. Brightview is our own contract and handles our lawn care for Oasis at \$51K. We also have a contract with Lee county schools to provide diesel fuel at \$102K. We currently piggyback off of Manatee's US food contract to purchase a majority of our cafeteria food. We are looking at another contract to piggyback off of but it would still be with US Food. In addition, we piggyback off of the city's contract for Supplyworks that provides our janitor supplies. Another purchase order we need to approve is for our pizza vendor. We are waiting on a third quote. Currently, Little Caesars, whom we have used for the past few years, is the least expensive. Our new addition this year is the Staples vendor for \$54K where we get our office supplies. We use the NJPA contract to purchase our supplies.

In summary, we are requesting for approval of these purchase orders which are over \$50K for the 2018-19 year.

**Cape Coral Charter Schools
2018-19 Annual Purchase Orders, > \$50,000**

Vendor	Good/Services Provided	Dollar	Contract	Lease	Utility	Agreement date	Piggyback date	Terms	Board Approved	When
Wells Fargo	Copier Equipment Rent	\$ 62,209.00	-	7788529-001	-	No	12/31/2013	63 months	Yes	Jun-17
Brightview (Brickman)	Landscape Maintenance	\$ 51,156.00	CON-CC16-01/GL	-	-	No	3/1/2016	3 years,w/ 2 year option	Yes	Jun-17
School District of Lee Co	Bus Diesel Fuel	\$ 101,500.00	Annual Lee county contract	-	-	No	7/1/2017	1 year	Yes	Jun-17
US Food Services	Food for School Lunch Program	\$ 511,000.00	MCSD NO. 16-0002-SM	-	-	Yes	7/1/2015	3 years,w/ 2 year option	Yes	Jun-17
City of Cape Coral	Utility Billing - Water & Sewer	\$ 57,372.00	-	-	Yes	No	-	-	Yes	Jun-17
Lee County Electric Coop	Electricity	\$ 474,982.00	-	-	Yes	No	-	-	Yes	Jun-17
Pizza vendor - still waiting for 3rd quote	Pizza for School Lunch Program	\$ 75,000.00	-	-	-	No	7/1/2017	1 year	Yes	Jun-17
Centurylink	Local Telephone Service	\$ 109,845.00	-	-	Yes	No	-	-	Yes	Jun-17
Supply Works- AmSan Pyramid	Custodial Supplies	\$ 83,000.00	City Contract	-	-	Yes	6/20/2017	2 1/2 years	Yes	Jun-17
Everbank (DDI Leasing)	Chromebooks lease	\$ 54,357.00	-	TSM04511	-	No	1/19/2017	3 years	Yes	Jun-17
Staples	Office Supplies	\$ 54,450.00	NJPA contract	-	-	No	12/19/2014	5 years	-	-

Item Number:	14.E.
Meeting Date:	6/12/2018
Item Type:	NEW BUSINESS:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Approval of Wellness Policy - Danielle Jensen, Director of Procurement and Food Services

SUMMARY:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description	Type
▣ WELLNESS POLICY UPDATE JUNE 2018	Backup Material

Cape Coral Charter School Authority

Administration Division

TO: Cape Coral Charter School Authority Governing Board
THRU: Jacquelin Collins, Superintendent
FROM: Danielle Jensen, Director of Procurement and Food Services
DATE: May 21, 2018
SUBJECT: Wellness Policy Update

One of the requirements of the National School Lunch Program is to annually review and implement a wellness policy. The policy was last modified in June of 2017. The state reviewed the policy and has requested some changes. Some things we were already doing but it was not written in the policy and some things need to be changed. Here is a status update of what we have completed and what we are planning to implement for next year.

The first area is nutrition. We remain in compliance with offering the strict requirements as outlined by the National School Lunch Program (NSLP). This included a maximum calorie and sodium range for both breakfast and lunch. We are also in compliance with portions of each menu component which includes milk, grain, meat, fruit and vegetables. Despite a decrease in student enrollment, our lunch participation increased this year and we saw an increase of 24% in our NSLP claims over last year. This was primarily driven by the hurricane relief for two and half months for Irma. We do expect that number to decrease next year.

We have had continued success in our breakfast program. While it is required to offer breakfast in our elementary schools, we feel it is equally important to offer it to our middle and high school students. Our numbers have been consistent and even grown in the middle school so we feel it is important to continue this part of the program next year.

Another area that is emphasized is qualifications of school food service staff. At the beginning of the year, we have food handling training for the entire staff. Annually, we conduct a food safety training session that will be a review for the returning staff after the summer break and ensure any new hires are trained properly.

One major change we needed to make was to rewrite the competitive foods and fundraiser section to be in compliance with statute 7CFR 210.11. Competitive foods are defined as all foods and beverages other than meals reimbursed under programs authorized by the National Schools Lunch Act offered for sale to students during the school on school campus. The school day is from midnight before to 30 minutes after school officially ends. Competitive foods are also divided between meeting or not meeting the nutritional standards of the Smart Snacks in Schools Regulations.

The sale of competitive food shall not be allowed to be sold during meal periods in the same area as reimbursable meals except for items sold by the food service department that meets Smart Snacks in Schools Regulations.

The sale of competitive foods that do not meet the nutritional standards established in the Smart Snacks in Schools Regulations can only be permitted if approved by principal 30 minutes after the end of the official day until midnight of that day.

The school board is permitted to grant a special exemption from the standards for competitive foods as specified above for the purpose of conducting infrequent school sponsored fundraisers, not to exceed to maximum number of school days per school campus each school year:

School Type	Maximum Number of School Days to Conduct Exempted Fundraisers
Elementary Schools	5 days
Middle School/Junior High Schools	10 days
Senior High Schools	15 days
Combination Schools	10 days

One minor change we need to make in the nutrition area is that we are defining the nutrition standards for beverages as seen below. We were in compliance except for we were selling flavored water and Gatorade at the middle school which is not allowed. We will make the necessary change next year and have introduced a new 100% fruit juice to take its place.

Beverages	Elementary	Middle	High
Plain water	unlimited	unlimited	unlimited
Unflavored low-fat milk	8 fl. oz.	12 fl. oz.	12 fl. oz.
Unflavored or flavored fat-free milk	8 fl. oz.	12 fl. oz.	12 fl. oz.
100% fruit or vegetable juice	8 fl. oz.	12 fl. oz.	12 fl. oz.
100% fruit or vegetable juice diluted with water but no added sweeteners	8 fl. oz.	12 fl. oz.	12 fl. oz.
Calorie-free, flavored water and other flavored drinks	Not allowed	Not allowed	20 fl. oz.
Low-calorie (5 calories or less per 8 fl. oz.)	Not allowed	Not allowed	20 fl. oz.
Low-calorie (40 calorie or less per 8 fl. oz.)	Not allowed	Not allowed	12 l. oz.

The second major area is nutrition and promotion of physical activity. An important part is the nutrition education of our students. At the elementary level, our physical education classes spend part of their class time teaching students about the myplate.gov and making healthy choices. At the middle school, students take health class that promotes healthy choices and good nutrition. Our high school has the Health Opportunities in Physical Education (H.O.P.E) that promotes physical activity and nutrition education. While these classes are required, we need to promote the importance of these classes annually.

A goal we would like to continue is to promote nutritional education communication with the parents. We provided a nutritional fact each month that we placed on our menus and websites for the parent's benefits. We also expanded the nutritional education by providing information that featured a fruit and vegetable and is available on our websites for families to view.

A minor change to the policy is that we needed to state in the policy that we will only market and advertise foods and beverages that meet or exceed USDA Smart Snacks standards. We currently do this on our campuses but we did not state it in the policy.

Another goal is to complete student evaluations for all 1st, 3rd, 6th, and new to Lee County students. This process includes taking a student's height, weight, and body mass index (BMI). Any students that are outside the 3rd and 97th percentile were referred to a medical doctor. We accomplished this and must continue this process next year.

In addition, our weekly physical education time is within compliance of state requirements. We also offer several opportunities for our parents and students to be involved in physical activities. We have sponsored 5K runs and provided a bike and water safety assembly for elementary students. Christa held their annual Field day while Oasis Elementary held an Olympics which promotes physical activity in a fun environment. Christa participated in a boot camp that was both physical and fun. This year, Christa promoted a Walk a thon fundraiser which raised money by doing physical activity. Our middle school purchased 25 bikes for P.E. and had a section in the curriculum that was dedicated to safety and letting students actually ride bikes. The middle school also offers a TRAIN program for middle school students to condition with a staff member once a week. Our middle and high school students participate in a variety of sports programs throughout the school year.

The third area that we need to have a goal is a school based activity goal. We have been successful this year in promoting healthy options for our staff by continuing to sponsor gym membership subsidies to promote exercise of our staff. We also participate in the City of Cape Coral's annual Healthy Targets Program with health screenings.

A minor change to the policy is that we expanded this area to include formally things we are currently doing, but was not stated in the policy. The first would be to provide an online system that is available to parents so that they can monitor what their student is eating. Our system has been in place for 5 years but we did not add it to the policy.

In addition, we are including general guidelines, convenient and safe drinking water, healthy eating environment, employee wellness and recycling in the policy. Again things we have been doing but were not formally written in our policy.

One change we are asked to add to our policy is a Triennial Progress Assessment. We will do a 3 year evaluation to measure our compliance with the program. This would include the principal or designee with the café lead at each school. We will use a smarter lunchroom scorecard followed by the attached wellness assessment tool. Each yes will be given a point for a total of 48 points. Once board approved, we would implement this in 2018-19 school year and do every 3 years after that.

The final change in the policy is to formally state that we inform the public of the wellness policy. While we have presented it every year at the board meeting which is televised and open to the public and we have always posted it on our website and would provide anyone copies upon request, it is now formally a part of the policy.

Overall, we feel we have had a successful implementation of the wellness policy this year. We hope to continue and build on the progress we have made so far. We welcome any recommendations for change or improvements in the future.



SMARTER LUNCHROOMS SCORECARD

Date _____ School Name _____ Completed by _____

The Smarter Lunchrooms Scorecard is a list of simple, no-cost or low-cost strategies that can increase participation, reduce food waste, and increase selection and consumption of healthy school food.

INSTRUCTIONS

1. Review the scorecard before beginning.
2. Observe a lunch period. Check off statements that reflect the lunchroom.
3. Ask other school nutrition staff, teachers, or administration about items that have an asterisk.*
4. Tally the score.
5. Discuss the results with stakeholders. Choose unchecked strategies to implement in the lunchroom.



SmarterLunchrooms.org

FOCUS ON FRUIT

- ☐ At least two kinds of fruit are offered.
- ☐ Sliced or cut fruit is offered.
- ☐ A variety of mixed whole fruits are displayed in attractive bowls or baskets (instead of stainless steel pans).
- ☐ Fruit is offered in at least two locations on all service lines, one of which is right before each point of sale.
- ☐ At least one fruit is identified as the featured fruit-of-the-day and is labeled with a creative, descriptive name at the point of selection.
- ☐ A fruit taste test is offered at least once a year.*

Focus on Fruit Subtotal _____ of 6

VARY THE VEGETABLES

- ☐ At least two kinds of vegetables are offered.
- ☐ Vegetables are offered on all service lines.
- ☐ Both hot and cold vegetables are offered.
- ☐ When cut, raw vegetables are offered, they are paired with a low-fat dip such as ranch, hummus, or salsa.*
- ☐ A serving of vegetables is incorporated into an entrée item at least once a month (e.g., beef and broccoli bowl, spaghetti, black bean burrito).*
- ☐ Self-serve spices and seasonings are available for students to add flavor to vegetables.
- ☐ At least one vegetable is identified as the featured vegetable-of-the-day and is labeled with a creative, descriptive name at the point of selection.
- ☐ A vegetable taste test is offered at least once a year.*



Vary the Vegetables Subtotal _____ of 8

HIGHLIGHT THE SALAD

- ☐ Pre-packaged salads or a salad bar is available to all students.
- ☐ Pre-packaged salads or a salad bar is in a high traffic area.
- ☐ Self-serve salad bar tongs, scoops, and containers are larger for vegetables and smaller for croutons, dressing, and other non-produce items.
- ☐ Pre-packaged salads or salad bar choices are labeled with creative, descriptive names and displayed next to each choice.

Highlight the Salad Subtotal _____ of 4

MOVE MORE WHITE MILK

- ☐ Milk cases/coolers are kept full throughout meal service.
- ☐ White milk is offered in all beverage coolers.
- ☐ White milk is organized and represents at least 1/3 of all milk in each designated milk cooler.
- ☐ White milk is displayed in front of other beverages in all coolers.
- ☐ 1% or non-fat white milk is identified as the featured milk and is labeled with a creative, descriptive name.



Move More White Milk Subtotal _____ of 5

BOOST REIMBURSABLE MEALS

- ☐ Cafeteria staff politely prompt students who do not have a full reimbursable meal to select a fruit or vegetable.
- ☐ One entrée is identified as the featured entrée-of-the-day, is labeled with a creative name next to the point of selection, and is the first entrée offered.
- ☐ Creative, descriptive names are used for featured items on the monthly menu.
- ☐ One reimbursable meal is identified as the featured combo meal and is labeled with a creative name.
- ☐ The combo meal of the day or featured entrée-of-the-day is displayed on a sample tray or photograph.
- ☐ A (reimbursable) combo meal is offered as a grab-and-go meal.
- ☐ Signs show students how to make a reimbursable meal on any service line (e.g., a sign that says "Add a milk, fruit and carrots to your pizza for the Power Pizza Meal Deal!").
- ☐ Students can pre-order lunch in the morning or day before.*
- ☐ Students must use cash to purchase à la carte snack items if available.
- ☐ Students have to ask a food service worker to select à la carte snack items if available.*
- ☐ Students are offered a taste test of a new entrée at least once a year.*

Reimbursable Meals Subtotal _____ of 11

LUNCHROOM ATMOSPHERE

- Cafeteria staff smile and greet students upon entering the service line and throughout meal service.
- Attractive, healthful food posters are displayed in dining and service areas.
- A menu board with today's featured meal options with creative names is readable from 5 feet away when approaching the service area.
- The lunchroom is branded and decorated in a way that reflects the student body.
- Cleaning supplies or broken/unused equipment are not visible during meal service.

- All lights in the dining and meal service areas work and are turned on.
- Compost/recycling and trash cans are at least 5 feet away from dining students.
- There is a clear traffic pattern. Signs, floor decals, or rope lines are used when appropriate.
- Trash cans are emptied when full.
- A menu board with tomorrow's featured meal with creative names is readable from 5 feet away in the service or dining area.

Lunchroom Atmosphere Subtotal _____ of 10

STUDENT INVOLVEMENT

- Student artwork is displayed in the service area or dining space.
- Students, teachers, or administrators announce today's menu in daily announcements.*
- Students are involved in the development of creative and descriptive names for menu items.*
- Students have the opportunity to volunteer in the lunchroom.

- Students are involved in the creation of artwork or marketing materials to promote menu items.*
- Students provide feedback (informal - "raise your hand if you like..." or formal - focus groups, surveys) to inform menu development.*

Student Involvement Subtotal _____ of 6

SCHOOL COMMUNITY INVOLVEMENT

- A monthly menu is posted in the main office.
- A menu board with creative, descriptive names for today's featured meal options is located in the main office.
- A monthly menu is provided to students, families, teachers, and administrators.*
- Information about the benefits of school meals is provided to teachers and administration at least annually.*
- Nutrition education is incorporated into the school day.*
- Students are engaged in growing food (for example, gardening, seed planting, farm tours, etc.).*

- Elementary schools provide recess before lunch.*
- The school participates in other food promotion programs such as: Farm to School, Chefs Move to Schools, Fuel Up to Play 60, Share our Strength, etc.*
- The school has applied for the HealthierUS School Challenge.*
- Smarter Lunchrooms strategies are included in the Local School Wellness Policy.*

School Involvement Subtotal _____ of 10

SMARTER LUNCHROOMS SCORECARD TOTAL

Focus on Fruit _____ of 6

Vary the Vegetables _____ of 8

Highlight the Salad _____ of 4

Move More White Milk _____ of 5

Reimbursable Meals _____ of 11

Lunchroom Atmosphere _____ of 10

Student Involvement _____ of 6

School Involvement _____ of 10

Scorecard Total _____ of 60

AWARD LEVEL



Bronze 15-25

Great job! This lunchroom is off to a strong start.



Silver 26-45

Excellent. Think of all the kids that are inspired to eat healthier!



Gold 46-60

This lunchroom is making the most of the Smarter Lunchroom Movement. Keep reaching for the top!

For Scorecard FAQs visit:
SmarterLunchrooms.org

The asterisk * indicates items that may need input from other school nutrition staff, teachers, or administration.

Smarter Lunchrooms Scorecard 2.0

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Funded in part by USDA FNS/ERS



DEFINITIONS

Point of Sale (POS): Anywhere students leave the line with food and are charged or counted, such as at a register, check-out, or PIN pad

Point of Selection: Anywhere students select food or drink

Service Line: A designated line for meal selection—deli bar, salad bar, hot lunch line, snack window, etc.

Grab-and-Go: A pre-packaged reimbursable meal

Reimbursable Meal/Combo Meal: Any meal that meets all the USDA meal requirements and is priced as a unit

Featured Items: A fruit, vegetable, milk, or entrée that has been identified for promotion

Wellness Policy Assessment Tool

Form 357 Rev 12/15

This template provides information on wellness policy goals and practices within the LEA. Use this tool to track progress and gather ideas on ways to create a healthier school environment. A separate assessment should be completed for each school or at a minimum, each school level. The wellness policy and completed assessment must be available to the public.

LEA/District Name

Reviewer

School Name

Date

Select all grades: PK ☐ K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11 ☐ 12 ☐

Yes No I. Public Involvement

☐ ☐ We encourage the following to participate in the development, implementation, and evaluation of our wellness policy:

☐ Administrators ☐ School Food Service Staff ☐ P.E. Teachers ☐ Parents
☐ School Board Members ☐ School Health Professionals ☐ Students ☐ Public

☐ ☐ We have a designee in charge of compliance.

Name/Title:

☐ ☐ We make our policy available to the public.

Please describe:

☐ ☐ We measure the implementation of our policy goals and communicate results to the public.

Please describe:

☐ ☐ Our district reviews the wellness policy at least annually.

Yes No II. Nutrition Education

☐ ☐ Our district's written wellness policy includes measurable goals for nutrition education.

☐ ☐ We offer standards based nutrition education in a variety of subjects (e.g. science, health, math, etc).

☐ ☐ We offer nutrition education to students in: ☐ Elementary School ☐ Middle School ☐ High School

Yes No III. Nutrition Promotion

☐ ☐ Our district's written wellness policy includes measurable goals for nutrition promotion.

☐ ☐ We promote healthy eating and nutrition education with signage, use of creative menus, posters, bulletin boards, etc.

☐ ☐ We have reviewed *Smarter Lunchroom* techniques and evaluated our ability to implement some of them.

☐ ☐ We place fruits and vegetables where they are easy to access (e.g. near the cafeteria cashier or near the front of the line).

☐ ☐ We ensure students have access to hand-washing facilities prior to meals.

☐ ☐ We annually evaluate how to market and promote our school meal program(s).

☐ ☐ We regularly share school meal nutrition, calorie, and sodium content information with students and families.

☐ ☐ We offer taste testing or menu planning opportunities to our students.

☐ ☐ We participate in Farm to School activities and/or have a school garden.

☐ ☐ We only advertise and promote nutritious foods and beverages on school grounds (e.g. buildings, playing fields, etc).

☐ ☐ We price nutritious foods and beverages lower than less nutritious foods and beverages.

☐ ☐ We offer fruits or non-fried vegetables in: ☐ Vending Machines ☐ School Stores ☐ Snack Bars ☐ à La Carte

☐ ☐ We have nutritional standards for foods/beverages served at school parties, celebrations, events, etc.

☐ ☐ We provide teachers with samples of alternative reward options other than food or beverages.

☐ ☐ We prohibit the use of food and beverages as a reward.

Yes No **IV. Nutrition Guidelines** (Cont. from page 1)

- ☐ ☐ Our district's written wellness policy addresses nutrition standards for USDA reimbursable meals.
- ☐ ☐ We operate the School Breakfast program: ☐ Before School ☐ In the Classroom ☐ Grab & Go
- ☐ ☐ We follow all nutrition regulations for the National School Lunch Program (NSLP).
- ☐ ☐ We operate an Afterschool Snack Program.
- ☐ ☐ We operate the Fresh Fruit and Vegetable Program.
- ☐ ☐ We have a Certified Food Handler as our Food Service Manager.
- ☐ ☐ We have adopted and implemented *Smart Snacks* nutrition standards for ALL items sold during school hours, including:
☐ as à La Carte Offerings ☐ in School Stores ☐ in Vending Machines ☐ as Fundraisers

Yes No **V. Physical Activity**

- ☐ ☐ Our district's written wellness policy includes measurable goals for physical activity.
- ☐ ☐ We provide physical education for elementary students on a weekly basis.
- ☐ ☐ We provide physical education for middle school during a term or semester.
- ☐ ☐ We require physical education classes for graduation (high schools only).
- ☐ ☐ We provide recess for elementary students on a daily basis.
- ☐ ☐ We provide opportunities for physical activity integrated throughout the day.
- ☐ ☐ We prohibit staff and teachers from keeping kids in from recess for punitive reasons.
- ☐ ☐ Teachers are allowed to offer physical activity as a reward for students.
- ☐ ☐ We offer before or after school physical activity: ☐ Competitive sports ☐ Non-competitive sports ☐ Other clubs

Yes No **VI. Other School Based Wellness Activities**

- ☐ ☐ Our district's written wellness policy includes measurable goals for other school-based activities that promote wellness.
- ☐ ☐ We provide training to staff on the importance of modeling healthy behaviors.
- ☐ ☐ We provide annual training to all staff on: ☐ Nutrition ☐ Physical Activity
- ☐ ☐ We have a staff wellness program.
- ☐ ☐ We have school district staff who are CPR certified (e.g. teachers, coaches, counselors, food service staff).
- ☐ ☐ We actively promote walk or bike to school for students with Safe Routes to School or other related programs.
- ☐ ☐ We have a recycling/environmental stewardship program.
- ☐ ☐ We have a recognition /reward program for students who exhibit healthy behaviors.
- ☐ ☐ We have community partnerships which support programs, projects, events, or activities.

VII. Progress Report: Indicate any additional wellness practices and/or future goals and describe progress made in attaining the goals of the local wellness policy

VIII. Contact Information:

For more information about this school's wellness policy/practices, or ways to get involved, contact the Wellness Committee Coordinator.

Name	<input type="text"/>	Position/Title	<input type="text"/>
Email	<input type="text"/>	Phone	<input type="text"/>

City of Cape Coral Charter School Authority's Wellness Policies on Physical Activity and Nutrition

Preamble

At the City of Cape Coral Charter School Authority, we believe that children need access to healthy foods and physical activity in order to grow, learn, and thrive because good health fosters student attendance and education.

We recognize that obesity rates have doubled in children and tripled in adolescents over the last two decades, and physical inactivity and excessive calorie intake are the predominant causes of obesity. In addition, heart disease, cancer, stroke, and diabetes are responsible for two-thirds of deaths in the United States. The major risk factors for those diseases, including unhealthy eating habits, physical inactivity, and obesity, often are established in childhood.

Despite the fact that school districts around the country are facing significant fiscal and scheduling constraints, we feel it is essential to develop and implement a successful school wellness policy to address these issues. We want to be proactive with community participation in the development and implementation of our plan.

Thus, the City of Cape Coral Charter School Authority is committed to providing school environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating and physical activity. Therefore, it is the policy of the City of Cape Coral Charter School Authority that:

- The school district will engage students, parents, teachers, food service professionals, health professionals, and other interested community members in developing, implementing, monitoring, and reviewing district-wide nutrition and physical activity policies.
- All students in grades K-12 will have opportunities, support, and encouragement to be physically active on a regular basis.
- Foods and beverages sold or served at school will meet the nutrition recommendations of the *U.S. Dietary Guidelines for Americans*.
- Qualified child nutrition professionals will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students; will accommodate the religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat.
- To the maximum extent practicable, all schools in our district will participate in available federal school meal programs (including the School Breakfast Program, and the National School Lunch Program).

- Schools will provide nutrition education and physical education to foster lifelong habits of healthy eating and physical activity, and will establish linkages between health education and school meal programs, and with related community services.

TO ACHIEVE THESE POLICY GOALS:

I. School Health Councils

The school district and/or individual schools within the district will create, strengthen, or work within existing school health councils to develop, implement, monitor, review, and, as necessary, revise school nutrition and physical activity policies. The councils also will serve as resources to school sites for implementing those policies.

II. Nutritional Quality of Foods and Beverages Sold and Served on Campus

School Meals

Meals served through the National School Lunch and Breakfast Programs will:

- be appealing and attractive to children;
- be served in clean and pleasant settings;
- meet, at a minimum, nutrition requirements established by local, state, and federal statutes and regulations including the Smart Snacks in School nutrition standards;
- offer a variety of fruits and vegetables;
- serve only low-fat (1%, 0.5%) and fat-free milk and nutritionally-equivalent non-dairy alternatives (to be defined by USDA); and
- ensure that half of the served grains are whole grain.

Breakfast. To ensure that all children have breakfast, either at home or at school, in order to meet their nutritional needs and enhance their ability to learn:

- Elementary, Middle and High Schools will operate the School Breakfast Program.
- Schools that serve breakfast to students will notify parents and students of the availability of the School Breakfast Program.

Free and Reduced-priced Meals. Schools will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price school meals. Toward this end, schools may utilize electronic identification and payment systems and promote the availability of school meals to all students. Provide training to new staff members on the importance of discretion when students go through the lunch line. Ensure to maintain, improve and upgrade cafeteria system when financially possible.

Meal Times and Scheduling. Schools:

- will provide students with at least 10 minutes to eat after sitting down for breakfast and 20 minutes after sitting down for lunch;
- should schedule meal periods at appropriate times
- should not schedule tutoring, club, or organizational meetings or activities during mealtimes, unless students may eat during such activities;
- will provide students access to hand washing or hand sanitizing before they eat meals or snacks; and
- should take reasonable steps to accommodate the tooth-brushing regimens of students with special oral health needs (e.g., orthodontia or high tooth decay risk).

Qualifications of School Food Service Staff. Qualified nutrition professionals will administer the school meal programs. As part of the school district's responsibility to operate a food service program, we will provide continuing professional development for all nutrition professionals in schools. Staff development programs should include appropriate certification and/or training programs for child nutrition directors, school nutrition managers, and cafeteria workers, according to their levels of responsibility.

Sharing of Foods and Beverages. Schools should discourage students from sharing their foods or beverages with one another during meal or snack times, given concerns about allergies and other restrictions on some children's diets.

Competitive Foods – All Foods and Beverages Sold Individually (i.e., foods sold outside of reimbursable school meals, such as through vending machines, cafeteria a la carte [snack] lines, fundraisers, school stores, etc.)

Competitive foods are defined as all foods and beverages other than meals reimbursed under programs authorized by the National Schools Lunch Act offered for sale to students during the school on school campus. The school day is from midnight before to 30 minutes after school officially ends. Competitive foods are also divided between meeting or not meeting the nutritional standards of the Smart Snacks in Schools Regulations.

The sale of competitive food shall not be allowed to be sold during meal periods in the same area as reimbursable meals except for items sold by the food service department that meets Smart Snacks in Schools Regulations.

The sale of competitive foods that do not meet the nutritional standards established in the Smart Snacks in Schools Regulations can only be permitted if approved by principal 30 minutes after the end of the official day until midnight of that day.

Elementary Schools. The school food service program will approve and provide all food and beverage sales to students in elementary schools. Given young children's limited nutrition skills, food in elementary schools should be sold as balanced meals. If available, foods and beverages sold individually should be limited to three times a week and follow the food guidelines listed below. Only water, low-fat and non-fat milk, and soy milk will be provided as beverages.

Middle/Junior High and High Schools. In middle/junior high and high schools, all foods and beverages sold individually outside the reimbursable school meal programs (including those sold through a la carte [snack] lines, vending machines) during the school day, or through programs for students after the school day, will meet the following nutrition and portion size standards:

General nutrition requirements:

- Be a grain product that contains 50 percent or more whole grains by weight or have as the first ingredient a whole grain; or
- Have as the first ingredient one of the nongrain major food groups: fruits, vegetables, dairy or protein foods (meat, beans, poultry, seafood, eggs, nuts, seeds, etc.); or
- Be a combination food that contains 1/4 cup of fruit and/or vegetable; or
- Contain 10 percent of the daily value of a nutrient of public health concern based on the most recent Dietary Guidelines for Americans (i.e., calcium, potassium, vitamin D or dietary fiber). Effective July 1, 2016, this criterion is obsolete.

Nutrient standards:

Nutrient standards	Snack Item	Entrée Item
Calories	200 calories or less	350 calories or less
Sodium Limits	200 mg or less	480 mg or less
Total Fat Limits	35% or less of total calories	35% or less of total calories
Saturated fat	10% or less of total calories	10% or less of total calories
Sugar Limits	35% or less of weight	35% or less of weight

	from total sugars	from total sugars
--	-------------------	-------------------

Exemptions:

- o Entrées served in the NSLP/SBP on the day of service and the following school day.
- o Fresh, frozen or canned fruits and vegetables with no added ingredients, except water, which are packed in 100 percent juice, extra light syrup or light syrup

**Refer to 7 CFR 210.11 competitive food service standards for additional exemptions.*

Nutrition standards for beverages: Portion sizes listed are the maximum that can be offered.

Beverages	Elementary	Middle	High
Plain water	unlimited	unlimited	unlimited
Unflavored low-fat milk	8 fl. oz.	12 fl. oz.	12 fl. oz.
Unflavored or flavored fat-free milk	8 fl. oz.	12 fl. oz.	12 fl. oz.
100% fruit or vegetable juice	8 fl. oz.	12 fl. oz.	12 fl. oz.
100% fruit or vegetable juice diluted with water but no added sweeteners	8 fl. oz.	12 fl. oz.	12 fl. oz.
Calorie-free, flavored water and other flavored drinks	Not allowed	Not allowed	20 fl. oz.
Low-calorie (5 calories or less per 8 fl. oz.)	Not allowed	Not allowed	20 fl. oz.
Low-calorie (40 calorie or less per 8 fl. oz.)	Not allowed	Not allowed	12 l. oz.

Vending:

Elementary Schools – no beverage/snack vending machines may be in operation where students may purchase items during the school day.

Middle Schools – no soft drinks will be allowed to be sold at any time. Items sold must meet the nutritional guidelines but must not be allowed to be sold during the food service.

High Schools – no soft drinks will be allowed to be sold before or during school hours. Vending machines with soft drinks will be allowed after 8th period until 10:00pm. Items sold must meet the nutritional guidelines but must not be allowed to be sold until after the last school bell.

Fundraising Activities. To support children's health and school nutrition-education efforts, it is highly recommended that school fundraising activities should not involve food or will use only foods that meet the above nutrition and portion size standards for foods and beverages sold individually. No fundraisers that include the sale of food items will occur until thirty (30) minutes after the conclusion of the school day until midnight of that day and approved by the principal.

The school board is permitted to grant a special exemption from the standards for competitive foods as specified above for the purpose of conducting infrequent school sponsored fundraisers, not to exceed to maximum number of school days per school campus each school year:

School Type	Maximum Number of School Days to Conduct Exempted Fundraisers
Elementary Schools	5 days
Middle School/Junior High Schools	10 days
Senior High Schools	15 days
Combination Schools	10 days

Schools will encourage fundraising activities that promote physical activity such as jog-a-thons and 5K runs. The school district will make available a list of ideas for acceptable fundraising activities.

Snacks. It is recommended that snacks served during the school day or in after-school care or enrichment programs will make a positive contribution to children's diets and health, with an emphasis on serving fruits and vegetables as the primary snacks and water as the primary beverage. Schools will assess if and when to offer snacks based on timing of school meals, children's nutritional needs, children's ages, and other considerations. The district will disseminate a list of healthful snack items to teachers, after-school program personnel, and parents.

- If eligible, schools that provide snacks through after-school programs will pursue receiving reimbursements through the National School Lunch Program.

Rewards. It is suggested that schools will not use foods or beverages, especially those that do not meet the nutrition standards for foods and beverages sold individually (above), as rewards for academic performance or good behavior, and will not withhold food or beverages (including food served through school meals) as a punishment.

Celebrations. We encourage parents to bring in healthy store-bought items for celebrations. It should be recommended that each party should try to include no more than one food or beverage that does not meet nutrition standards for foods and beverages sold individually (above). The district will disseminate a list of healthy party ideas to parents and teachers.

School-sponsored Events (such as, but not limited to, athletic events, dances, or performances). Foods and beverages offered or sold at school-sponsored events outside the school day should meet the nutrition standards for meals or for foods and beverages sold individually (above). No soda will be used in elementary or middle school activities. High School events will be allowed to provide soda but must also include one fruit juice option available.

Food and Beverage Marketing

School-based marketing will be consistent with policies for nutrition education and health promotion. As such, the following guidelines apply:

Schools will only be allowed to market and advertise those foods and beverages that meet or exceed USDA's Smart Snacks in School nutrition standards. Marketing activities that promote healthful behaviors (and are therefore encouraged) include: vending machine covers promoting water, pricing structures that promote healthy options in a la carte lines or vending machines, sales of fruit for fundraisers and coupons for discounted gym memberships.

III. Nutrition and Physical Activity Promotion and Food Marketing

Nutrition Education and Promotion. The City of Cape Coral Charter School Authority aims to teach, encourage, and support healthy eating by students. Schools should provide nutrition education and engage in nutrition promotion that:

- is offered at both elementary schools for each grade level as part of their physical education curriculum. It will include gaining knowledge of the myplate making healthy choices to promote and protect their health;
- is an integral part of our 6th grade health class in our Oasis middle school and our Health Opportunities in Physical Education (H.O.P.E.) program in our Oasis High School;
- promotes fruits, vegetables, whole grain products, low-fat and fat-free dairy products, healthy food preparation methods, and health-enhancing nutrition practices;
- emphasizes caloric balance between food intake and energy expenditure (physical activity/exercise);

- links with school meal programs, other school foods, and nutrition-related community services;
- Will provide posters and/or brochures on the importance of healthy eating;

Communications with Parents. The district/school will support parents' efforts to provide a healthy diet and daily physical activity for their children. Schools should encourage parents to pack healthy lunches and snacks and to refrain from including beverages and foods that do not meet the above nutrition standards for individual foods and beverages. The district/school will provide parents a list of foods that meet the district's snack standards and ideas for healthy celebrations/parties, rewards, and fundraising activities.

The school district will provide a monthly nutritional fact on menus and the school website to enhance nutritional communication with parents. In addition, the school district will feature a fruit and vegetable flyer on the website which will provide recipes and nutritional facts.

The school district will provide parents/guardians the ability to view the food and beverage items their student is buying using a District approved online meal account/payment system.

The district/school will provide information about physical education and other school-based physical activity opportunities before, during, and after the school day; and support parents' efforts to provide their children with opportunities to be physically active outside of school. Such supports will include sharing information about physical activity and physical education through a website, newsletter, or other take-home materials, special events, or physical education homework.

Student Evaluations. Any students in grades 1st, 3rd, 6th and new to Lee County, (per state mandate) will have their height, weight and Body Mass Index taken. Once the students' Body Mass Index is calculated and graphed using the CDC table for Calculated Body Mass Index Values, any students outside the 3rd and 97th percentile or failure of the student to grow heavier or taller will be sent a letter of referral for the student to be evaluated by a medical doctor. BMI is monitored throughout the 6th grade and any follow up regarding students' health care visit is documented, BMI findings and referrals are reported to the Lee County Health Department yearly.

If a medical referral is not indicated, but a teacher or the nurse observes signs of nutritional problems or poor eating habits that may lead to future health problems, a nutritional screening may be done from grades K through 12 with the parent's approval. The students' Body Mass Index is calculated, graphed and monitored using present and previous BMI findings. A Health History for Nutritional Assessment is done. Findings are recorded and health care provider follow up is suggested in the form of a letter sent home. These students' BMI is monitored and any findings of BMI issues are reported to the Lee County Health Department. Any follow up regarding students health care visit are documented.

IV. Physical Activity Opportunities and Physical Education

Daily Physical Education (P.E.) K-12. All students in grades K-12, including students with disabilities, special health-care needs, and in alternative educational settings will have the opportunity to take a physical education course that has been reviewed by a certified physical education teacher.

Each elementary school will provide 150 minutes of physical education each week for students in kindergarten through 5th grade. Any day that physical education is provided there should be at least 30 consecutive minutes per day.

For middle school students, the equivalent of one class period per day of physical education for one semester of each year is required for students enrolled in grades 6 through 8.

The high school requirement is one credit of physical education which must include the integration of health.

Exceptions to this requirements would be if a student is enrolled in remedial courses or a parent provides in writing that they want their student to take other courses or that their student participates in physical activities outside of the school day that equal or are in excess of that requirement.

Physical Activity Opportunities Before and After School. All elementary, middle, and high schools will attempt to offer extracurricular physical activity programs, such as physical activity clubs or intramural programs. All high schools, and middle schools as appropriate, will offer interscholastic sports programs. Schools will offer a range of activities that meet the needs, interests, and abilities of all students, including boys, girls, students with disabilities, and students with special health-care needs.

After-school child care and enrichment programs will provide and encourage – verbally and through the provision of space, equipment, and activities – daily periods of moderate to vigorous physical activity for all participants.

Teachers are strongly encouraged to allow students at least 15 minutes a day of physical activity through recess or P.E.

Use of School Facilities Outside of School Hours. School spaces and facilities should be available to supervised students and staff before, during, and after the school day. School policies concerning safety will apply at all times.

Other-School Based Activities

The school district will integrate wellness activities across the entire school setting. These initiatives will include nutrition, physical activity and other wellness components so that all efforts work towards the same set of goals and objectives used to promote student well-being, optimal development and strong educational outcomes.

General Guidelines

- The goals outlined by the wellness policy will be considered in planning all school-based activities (such as school events, field trips, dances and assemblies).
- Afterschool programs will encourage healthy snacking and physical activity.
- Each school shall actively develop and support the engagement of students, families and staff in community health-enhancing activities and events at the school or throughout the community such as 5K runs.
- Each school within the Authority shall be in compliance with drug, alcohol and tobacco-free polices.

Convenient and Safe Drinking Water

- Students will have access to free, quality drinking water in all areas of each school.

Eating Environment

- Students will be provided an adequate amount of time to consume their meal with a minimum of 20 minutes after receiving their food from the line.
- Convenient access to facilities for hand washing and oral hygiene will be available during meal periods.

Employee Wellness

- The Authority Wellness committee will coordinate with human resources staff and ensure staff is aware and available for wellness programs like healthy screenings and subsidized gym membership.

Health Services

- A coordinated program of accessible health services shall be provided to staff and shall include, but not be limited to, violence prevention, school safety, communicable disease prevention, health screening, including body mass index, community health referrals, immunizations, parenting skills and first aid/CPR training.

Recycling

- Each school shall maximize the reduction of waste by recycling, reusing, composting and purchasing recycled products when economically feasible.

V. Monitoring and Policy Review

Monitoring. The administrator or food services supervisor will ensure compliance with established district-wide nutrition and physical activity wellness policies. In each school, the

principal or designee will ensure compliance with those policies in his/her school and will report on the school's compliance to the school district administrator or food services director.

School food service staff, at the school or district level, will ensure compliance with nutrition policies within school food service areas and will report on this matter to the superintendent (or if done at the school level, to the school principal). In addition, the school district will report on the most recent USDA School Meals Initiative (SMI) review findings and any resulting changes. If the district has not received a SMI review from the state agency within the past five years, the district will request from the state agency that a SMI review be scheduled as soon as possible.

The administrator or food services supervisor will develop a summary report every year on district-wide compliance with the district's established nutrition and physical activity wellness policies, based on input from schools within the district. That report will be provided to the school board and also distributed to all school health councils, parent/teacher organizations, school principals, and school health services personnel in the district.

Policy Review. Assessments will be repeated every year to help review policy compliance, assess progress, and determine areas in need of improvement. As part of that review, the school district will review our nutrition and physical activity policies; provision of an environment that supports healthy eating and physical activity; and nutrition and physical education policies and program elements. The district, and individual schools within the district, will, as necessary, revise the wellness policies and develop work plans to facilitate their implementation.

Triennial Progress Assessments

The Cape Coral Charter School Authority will develop a triennial assessment to measure compliance with our wellness policy. This assessment will include, but is not limited to the following:

- The extent to which schools under the jurisdiction of the Cape Coral Charter School Authority are in compliance with the local school wellness policy;
- The extent to which the local school wellness policy compares to model wellness policies; and
- A description of the progress made in attaining the goals of the local school wellness policy.
- The assessment tool will consider evidence-based strategies in establishing our nutrition promotion and education, physical activity and other-school based activities that promote student wellness. Will evaluate strategies and at a minimum look at smarter lunchroom tools and techniques.

Informing the Public

The Cape Coral Charter School Authority will ensure the wellness policy, information and updates to and about the wellness policy, the progress report and triennial assessment are available to the public at all times and are updated at least annually.

- To ensure the public has access and is aware of the annual results, the report will be presented annually at our recorded school board meeting and will be approved by the school board each year.
- The Cape Coral Charter School Authority will ensure the most updated version of the wellness policy, the progress report and the triennial assessment are always available on the school website for the public to view.
- Each school will inform all parents that a complete copy of the local school wellness policy at the beginning of the school year and make the policy available to the public by posting it on our website.

Assurance:

We assure that the guidelines for reimbursable school meals shall not be less restrictive than regulations and guidance issued by USDA.

Wellness Policy Committee – This committee has assessed the school's nutrition and physical activity needs and developed this Policy based on those needs.

The committee is composed of the following representatives:

Area Represented	Committee Member Name
Parent	Mary Ossichak, Luz Llerena
Student	Mia Ossichak, Madison Chaney, Trent Raymond,
School Food Service Personnel	Danielle Jensen, Caroline Sterling, Maria Thomas
School Administrator	Jacquelin Collins, Donnie Hopper, Chris Fennell, Elisa Collins
School Nurse	Melanie Klages

Website Address for the Wellness Policy (if Public or Charter School):

<http://www.capecharterschools.org>

Cape Coral Charter School Authority
Administration Division

TO: Cape Coral Charter School Authority Governing Board
THRU: Jacquelin Collins, Superintendent
FROM: Danielle Jensen, Director of Procurement and Food Services
DATE: May 21, 2018
SUBJECT: Wellness Policy Update

One of the requirements of the National School Lunch Program is to annually review and implement a wellness policy. The policy was last modified in June of 2017. The state reviewed the policy and has requested some changes. Some things we were already doing but it was not written in the policy and some things need to be changed. Here is a status update of what we have completed and what we are planning to implement for next year.

The first area is nutrition. We remain in compliance with offering the strict requirements as outlined by the National School Lunch Program (NSLP). This included a maximum calorie and sodium range for both breakfast and lunch. We are also in compliance with portions of each menu component which includes milk, grain, meat, fruit and vegetables. Despite a decrease in student enrollment, our lunch participation increased this year and we saw an increase of 24% in our NSLP claims over last year. This was primarily driven by the hurricane relief for two and half months for Irma. We do expect that number to decrease next year.

We have had continued success in our breakfast program. While it is required to offer breakfast in our elementary schools, we feel it is equally important to offer it to our middle and high school students. Our numbers have been consistent and even grown in the middle school so we feel it is important to continue this part of the program next year.

Another area that is emphasized is qualifications of school food service staff. At the beginning of the year, we have food handling training for the entire staff. Annually, we conduct a food safety training session that will be a review for the returning staff after the summer break and ensure any new hires are trained properly.

Beverages	Elementary	Middle	High
Plain water	unlimited	unlimited	unlimited
Unflavored low-fat milk	8 fl. oz.	12 fl. oz.	12 fl. oz.
Unflavored or flavored fat-free milk	8 fl. oz.	12 fl. oz.	12 fl. oz.
100% fruit or vegetable juice	8 fl. oz.	12 fl. oz.	12 fl. oz.
100% fruit or vegetable juice diluted with water but no added sweeteners	8 fl. oz.	12 fl. oz.	12 fl. oz.
Calorie-free, flavored water and other flavored drinks	Not allowed	Not allowed	20 fl. oz.
Low-calorie (5 calories or less per 8 fl. oz.)	Not allowed	Not allowed	20 fl. oz.
Low-calorie (40 calorie or less per 8 fl. oz.)	Not allowed	Not allowed	12 l. oz.

The second major area is nutrition and promotion of physical activity. An important part is the nutrition education of our students. At the elementary level, our physical education classes spend part of their class time teaching students about the myplate.gov and making healthy choices. At the middle school, students take health class that promotes healthy choices and good nutrition. Our high school has the Health Opportunities in Physical Education (H.O.P.E) that promotes physical activity and nutrition education. While these classes are required, we need to promote the importance of these classes annually.

A goal we would like to continue is to promote nutritional education communication with the parents. We provided a nutritional fact each month that we placed on our menus and websites for the parent's benefits. We also expanded the nutritional education by providing information that featured a fruit and vegetable and is available on our websites for families to view.

A minor change to the policy is that we needed to state in the policy that we will only market and advertise foods and beverages that meet or exceed USDA Smart Snacks standards. We currently do this on our campuses but we did not state it in the policy.

Another goal is to complete student evaluations for all 1st, 3rd, 6th, and new to Lee County students. This process includes taking a student's height, weight, and body mass index (BMI). Any students that are outside the 3rd and 97th percentile were referred to a medical doctor. We accomplished this and must continue this process next year.



SMARTER LUNCHROOMS SCORECARD

Date _____ School Name _____ Completed by _____

The Smarter Lunchrooms Scorecard is a list of simple, no-cost or low-cost strategies that can increase participation, reduce food waste, and increase selection and consumption of healthy school food.

INSTRUCTIONS

1. Review the scorecard before beginning.
2. Observe a lunch period. Check off statements that reflect the lunchroom.
3. Ask other school nutrition staff, teachers, or administration about items that have an asterisk.*



4. Tally the score.
5. Discuss the results with stakeholders. Choose unchecked strategies to implement in the lunchroom.

SmarterLunchrooms.org

FOCUS ON FRUIT

- ☐ At least two kinds of fruit are offered.
- ☐ Sliced or cut fruit is offered.
- ☐ A variety of mixed whole fruits are displayed in attractive bowls or baskets (instead of stainless steel pans).
- ☐ Fruit is offered in at least two locations on all service lines, one of which is right before each point of sale.

- ☐ At least one fruit is identified as the featured fruit-of-the-day and is labeled with a creative, descriptive name at the point of selection.
- ☐ A fruit taste test is offered at least once a year.*

Focus on Fruit Subtotal _____ of 6

VARY THE VEGETABLES

- ☐ At least two kinds of vegetables are offered.
- ☐ Vegetables are offered on all service lines.
- ☐ Both hot and cold vegetables are offered.
- ☐ When cut, raw vegetables are offered, they are paired with a low-fat dip such as ranch, hummus, or salsa.*
- ☐ A serving of vegetables is incorporated into an entrée item at least once a month (e.g., beef and broccoli bowl, spaghetti, black bean burrito).*



- ☐ Self-serve spices and seasonings are available for students to add flavor to vegetables.
- ☐ At least one vegetable is identified as the featured vegetable-of-the-day and is labeled with a creative, descriptive name at the point of selection.
- ☐ A vegetable taste test is offered at least once a year.*

Vary the Vegetables Subtotal _____ of 8

HIGHLIGHT THE SALAD

- ☐ Pre-packaged salads or a salad bar is available to all students.
- ☐ Pre-packaged salads or a salad bar is in a high traffic area.
- ☐ Self-serve salad bar tongs, scoops, and containers are larger for vegetables and smaller for croutons, dressing, and other non-produce items.

- ☐ Pre-packaged salads or salad bar choices are labeled with creative, descriptive names and displayed next to each choice.

Highlight the Salad Subtotal _____ of 4

MOVE MORE WHITE MILK

- ☐ Milk cases/coolers are kept full throughout meal service.
- ☐ White milk is offered in all beverage coolers.
- ☐ White milk is organized and represents at least 1/3 of all milk in each designated milk cooler.
- ☐ White milk is displayed in front of other beverages in all coolers.



- ☐ 1% or non-fat white milk is identified as the featured milk and is labeled with a creative, descriptive name.

Move More White Milk Subtotal _____ of 5

BOOST REIMBURSABLE MEALS

- ☐ Cafeteria staff politely prompt students who do not have a full reimbursable meal to select a fruit or vegetable.
- ☐ One entrée is identified as the featured entrée-of-the-day, is labeled with a creative name next to the point of selection, and is the first entrée offered.
- ☐ Creative, descriptive names are used for featured items on the monthly menu.
- ☐ One reimbursable meal is identified as the featured combo meal and is labeled with a creative name.
- ☐ The combo meal of the day or featured entrée-of-the-day is displayed on a sample tray or photograph.

- ☐ A (reimbursable) combo meal is offered as a grab-and-go meal.
- ☐ Signs show students how to make a reimbursable meal on any service line (e.g., a sign that says "Add a milk, fruit and carrots to your pizza for the Power Pizza Meal Deal!")
- ☐ Students can pre-order lunch in the morning or day before.*
- ☐ Students must use cash to purchase à la carte snack items if available.
- ☐ Students have to ask a food service worker to select à la carte snack items if available.*
- ☐ Students are offered a taste test of a new entrée at least once a year.*

Reimbursable Meals Subtotal _____ of 11

Wellness Policy Assessment Tool

Form 357 Rev 12/15

This template provides information on wellness policy goals and practices within the LEA. Use this tool to track progress and gather ideas on ways to create a healthier school environment. A separate assessment should be completed for each school or at a minimum, each school level. The wellness policy and completed assessment must be available to the public.

LEA/District Name

Reviewer

School Name

Date

Select all grades: PK ☐ K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11 ☐ 12 ☐

Yes No I. Public Involvement

☐ ☐ We encourage the following to participate in the development, implementation, and evaluation of our wellness policy:

☐ Administrators

☐ School Food Service Staff

☐ P.E. Teachers

☐ Parents

☐ School Board Members

☐ School Health Professionals

☐ Students

☐ Public

☐ ☐ We have a designee in charge of compliance.

Name/Title:

☐ ☐ We make our policy available to the public.

Please describe:

☐ ☐ We measure the implementation of our policy goals and communicate results to the public.

Please describe:

☐ ☐ Our district reviews the wellness policy at least annually.

Yes No II. Nutrition Education

☐ ☐ Our district's written wellness policy includes measurable goals for nutrition education.

☐ ☐ We offer standards based nutrition education in a variety of subjects (e.g. science, health, math, etc).

☐ ☐ We offer nutrition education to students in: ☐ Elementary School ☐ Middle School ☐ High School

Yes No III. Nutrition Promotion

☐ ☐ Our district's written wellness policy includes measurable goals for nutrition promotion.

☐ ☐ We promote healthy eating and nutrition education with signage, use of creative menus, posters, bulletin boards, etc.

☐ ☐ We have reviewed *Smarter Lunchroom* techniques and evaluated our ability to implement some of them.

☐ ☐ We place fruits and vegetables where they are easy to access (e.g. near the cafeteria cashier or near the front of the line).

☐ ☐ We ensure students have access to hand-washing facilities prior to meals.

☐ ☐ We annually evaluate how to market and promote our school meal program(s).

☐ ☐ We regularly share school meal nutrition, calorie, and sodium content information with students and families.

☐ ☐ We offer taste testing or menu planning opportunities to our students.

☐ ☐ We participate in Farm to School activities and/or have a school garden.

☐ ☐ We only advertise and promote nutritious foods and beverages on school grounds (e.g. buildings, playing fields, etc).

☐ ☐ We price nutritious foods and beverages lower than less nutritious foods and beverages.

☐ ☐ We offer fruits or non-fried vegetables in: ☐ Vending Machines ☐ School Stores ☐ Snack Bars ☐ à La Carte

☐ ☐ We have nutritional standards for foods/beverages served at school parties, celebrations, events, etc.

☐ ☐ We provide teachers with samples of alternative reward options other than food or beverages.

☐ ☐ We prohibit the use of food and beverages as a reward.

City of Cape Coral Charter School Authority's Wellness Policies on Physical Activity and Nutrition

Preamble

At the City of Cape Coral Charter School Authority, we believe that children need access to healthy foods and physical activity in order to grow, learn, and thrive because good health fosters student attendance and education.

We recognize that obesity rates have doubled in children and tripled in adolescents over the last two decades, and physical inactivity and excessive calorie intake are the predominant causes of obesity. In addition, heart disease, cancer, stroke, and diabetes are responsible for two-thirds of deaths in the United States. The major risk factors for those diseases, including unhealthy eating habits, physical inactivity, and obesity, often are established in childhood.

Despite the fact that school districts around the country are facing significant fiscal and scheduling constraints, we feel it is essential to develop and implement a successful school wellness policy to address these issues. We want to be proactive with community participation in the development and implementation of our plan.

Thus, the City of Cape Coral Charter School Authority is committed to providing school environments that promote and protect children's health, well-being, and ability to learn by supporting healthy eating and physical activity. Therefore, it is the policy of the City of Cape Coral Charter School Authority that:

- The school district will engage students, parents, teachers, food service professionals, health professionals, and other interested community members in developing, implementing, monitoring, and reviewing district-wide nutrition and physical activity policies.
- All students in grades K-12 will have opportunities, support, and encouragement to be physically active on a regular basis.
- Foods and beverages sold or served at school will meet the nutrition recommendations of the *U.S. Dietary Guidelines for Americans*.
- Qualified child nutrition professionals will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students; will accommodate the religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat.
- To the maximum extent practicable, all schools in our district will participate in available federal school meal programs (including the School Breakfast Program, and the National School Lunch Program).

Free and Reduced-priced Meals. Schools will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price school meals. Toward this end, schools may utilize electronic identification and payment systems and promote the availability of school meals to all students. Provide training to new staff members on the importance of discretion when students go through the lunch line. Ensure to maintain, improve and upgrade cafeteria system when financially possible.

Meal Times and Scheduling. Schools:

- will provide students with at least 10 minutes to eat after sitting down for breakfast and 20 minutes after sitting down for lunch;
- should schedule meal periods at appropriate times
- should not schedule tutoring, club, or organizational meetings or activities during mealtimes, unless students may eat during such activities;
- will provide students access to hand washing or hand sanitizing before they eat meals or snacks; and
- should take reasonable steps to accommodate the tooth-brushing regimens of students with special oral health needs (e.g., orthodontia or high tooth decay risk).

Qualifications of School Food Service Staff. Qualified nutrition professionals will administer the school meal programs. As part of the school district's responsibility to operate a food service program, we will provide continuing professional development for all nutrition professionals in schools. Staff development programs should include appropriate certification and/or training programs for child nutrition directors, school nutrition managers, and cafeteria workers, according to their levels of responsibility.

Sharing of Foods and Beverages. Schools should discourage students from sharing their foods or beverages with one another during meal or snack times, given concerns about allergies and other restrictions on some children's diets.

Competitive Foods – All Foods and Beverages Sold Individually (*i.e.*, foods sold outside of reimbursable school meals, such as through vending machines, cafeteria a la carte [snack] lines, fundraisers, school stores, etc.)

Competitive foods are defined as all foods and beverages other than meals reimbursed under programs authorized by the National Schools Lunch Act offered for sale to students during the school on school campus. The school day is from midnight before to 30 minutes after school officially ends. Competitive foods are also divided between meeting or not meeting the nutritional standards of the Smart Snacks in Schools Regulations.

	from total sugars	from total sugars
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Exemptions:

- o Entrées served in the NSLP/SBP on the day of service and the following school day.
- o Fresh, frozen or canned fruits and vegetables with no added ingredients, except water, which are packed in 100 percent juice, extra light syrup or light syrup

**Refer to 7 CFR 210.11 competitive food service standards for additional exemptions.*

Nutrition standards for beverages: Portion sizes listed are the maximum that can be offered.

Beverages	Elementary	Middle	High
Plain water	unlimited	unlimited	unlimited
Unflavored low-fat milk	8 fl. oz.	12 fl. oz.	12 fl. oz.
Unflavored or flavored fat-free milk	8 fl. oz.	12 fl. oz.	12 fl. oz.
100% fruit or vegetable juice	8 fl. oz.	12 fl. oz.	12 fl. oz.
100% fruit or vegetable juice diluted with water but no added sweeteners	8 fl. oz.	12 fl. oz.	12 fl. oz.
Calorie-free, flavored water and other flavored drinks	Not allowed	Not allowed	20 fl. oz.
Low-calorie (5 calories or less per 8 fl. oz.)	Not allowed	Not allowed	20 fl. oz.
Low-calorie (40 calorie or less per 8 fl. oz.)	Not allowed	Not allowed	12 l. oz.

Vending:

Elementary Schools – no beverage/snack vending machines may be in operation where students may purchase items during the school day.

Middle Schools – no soft drinks will be allowed to be sold at any time. Items sold must meet the nutritional guidelines but must not be allowed to be sold during the food service.

Celebrations. We encourage parents to bring in healthy store-bought items for celebrations. It should be recommended that each party should try to include no more than one food or beverage that does not meet nutrition standards for foods and beverages sold individually (above). The district will disseminate a list of healthy party ideas to parents and teachers.

School-sponsored Events (such as, but not limited to, athletic events, dances, or performances). Foods and beverages offered or sold at school-sponsored events outside the school day should meet the nutrition standards for meals or for foods and beverages sold individually (above). No soda will be used in elementary or middle school activities. High School events will be allowed to provide soda but must also include one fruit juice option available.

Food and Beverage Marketing

School-based marketing will be consistent with policies for nutrition education and health promotion. As such, the following guidelines apply:

Schools will only be allowed to market and advertise those foods and beverages that meet or exceed USDA's Smart Snacks in School nutrition standards. Marketing activities that promote healthful behaviors (and are therefore encouraged) include: vending machine covers promoting water, pricing structures that promote healthy options in a la carte lines or vending machines, sales of fruit for fundraisers and coupons for discounted gym memberships.

III. Nutrition and Physical Activity Promotion and Food Marketing

Nutrition Education and Promotion. The City of Cape Coral Charter School Authority aims to teach, encourage, and support healthy eating by students. Schools should provide nutrition education and engage in nutrition promotion that:

- is offered at both elementary schools for each grade level as part of their physical education curriculum. It will include gaining knowledge of the myplate making healthy choices to promote and protect their health;
- is an integral part of our 6th grade health class in our Oasis middle school and our Health Opportunities in Physical Education (H.O.P.E.) program in our Oasis High School;
- promotes fruits, vegetables, whole grain products, low-fat and fat-free dairy products, healthy food preparation methods, and health-enhancing nutrition practices;
- emphasizes caloric balance between food intake and energy expenditure (physical activity/exercise);

IV. Physical Activity Opportunities and Physical Education

Daily Physical Education (P.E.) K-12. All students in grades K-12, including students with disabilities, special health-care needs, and in alternative educational settings will have the opportunity to take a physical education course that has been reviewed by a certified physical education teacher.

Each elementary school will provide 150 minutes of physical education each week for students in kindergarten through 5th grade. Any day that physical education is provided there should be at least 30 consecutive minutes per day.

For middle school students, the equivalent of one class period per day of physical education for one semester of each year is required for students enrolled in grades 6 through 8.

The high school requirement is one credit of physical education which must include the integration of health.

Exceptions to this requirements would be if a student is enrolled in remedial courses or a parent provides in writing that they want their student to take other courses or that their student participates in physical activities outside of the school day that equal or are in excess of that requirement.

Physical Activity Opportunities Before and After School. All elementary, middle, and high schools will attempt to offer extracurricular physical activity programs, such as physical activity clubs or intramural programs. All high schools, and middle schools as appropriate, will offer interscholastic sports programs. Schools will offer a range of activities that meet the needs, interests, and abilities of all students, including boys, girls, students with disabilities, and students with special health-care needs.

After-school child care and enrichment programs will provide and encourage – verbally and through the provision of space, equipment, and activities – daily periods of moderate to vigorous physical activity for all participants.

Teachers are strongly encouraged to allow students at least 15 minutes a day of physical activity through recess or P.E.

Use of School Facilities Outside of School Hours. School spaces and facilities should be available to supervised students and staff before, during, and after the school day. School policies concerning safety will apply at all times.

Other-School Based Activities

The school district will integrate wellness activities across the entire school setting. These initiatives will include nutrition, physical activity and other wellness components so that all efforts work towards the same set of goals and objectives used to promote student well-being, optimal development and strong educational outcomes.

principal or designee will ensure compliance with those policies in his/her school and will report on the school's compliance to the school district administrator or food services director.

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Policy Review. Assessments will be repeated every year to help review policy compliance, assess progress, and determine areas in need of improvement. As part of that review, the school district will review our nutrition and physical activity policies; provision of an environment that supports healthy eating and physical activity; and nutrition and physical education policies and program elements. The district, and individual schools within the district, will, as necessary, revise the wellness policies and develop work plans to facilitate their implementation.

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-

Informing the Public

The Cape Coral Charter School Authority will ensure the wellness policy, information and updates to and about the wellness policy, the progress report and triennial assessment are available to the public at all times and are updated at least annually.

Item Number:	14.F.
Meeting Date:	6/12/2018
Item Type:	NEW BUSINESS:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Approval of NJPA Chromebook Purchase for Oasis High School - Danielle Jensen, Director of Procurement and Food Services

SUMMARY:

ADDITIONAL INFORMATION:

ATTACHMENTS:

	Description	Type
▣	Approval of Chromebook Purchase Order for OHS MAY 2018	Backup Material

Cape Coral Charter School Authority

Administration Division

TO: Cape Coral Charter School Authority Governing Board
THRU: Jacquelin Collins, Superintendent
FROM: Danielle Jensen, Director of Procurement and Food Services
DATE: May 22, 2018
SUBJECT: Chromebook purchase recommendation

As a part of the Summit program and to continue reaching our goal of one to one on electronic devices for each student, we would like to make another purchase of Chromebooks for Oasis High School. This is an essential goal to meet our students' academic needs and to continue to attract the top students in Lee County. Budget reallocations will allow us to make this purchase.

We currently have a NJPA contract with our vendor Staples. This contract allows us to purchase items at already competitively bid prices. Oasis High School will purchase 200 HP Chromebooks with software for \$54,770. In addition, we compared these prices to the Florida State contract which is also a competitively bid contract. We have provided the analysis so you can see we save \$1252.50 by using the NJPA contract versus the state contract.

We are requesting your approval to allow our superintendent, Jacquelin Collins to approve the purchase order for the entire amount which requires your approval since it is over fifty thousand. With your approval, a purchase order will be issued in June and Chromebooks will be on site by the end of June and our current year-end.

2018-19 Chromebook - Cape Coral Charter School Authority

2018-19 Budget needs	OES	OMS	OHS	CME	Total	Staples NJPA through 6/30/2018	State Contract	State Contract Names
Google Chrome	0	0	250	0	250	23.71	24.1	Florida NVP Software 43230000-NASPO-16-ACS-SVAR
New Item for OHS, not quoted out in 2017-18								
HP Chromebook 11 G5 - Education Edition-11.6" Celeron N 3060 4GB	0	0	250	0	250	195.37	199.99	Florida HP Inc NVP Computer Equip MnnVP-133
EXTENDED COSTS - OHS								
HP Chromebook 11 G5 - Education Edition-11.6" Celeron N 3060 4GB	250					48,842.50	49,997.50	
Google Chrome	250					5,927.50	6,025.00	
						<u>54,770.00</u>	<u>56,022.50</u>	
						1,252.50		

Item Number:	14.G.
Meeting Date:	6/12/2018
Item Type:	NEW BUSINESS:

AGENDA REQUEST FORM
City Of Cape Coral Charter School Authority

TITLE:

Discussion and Approval of Proposed Regular Governing Board Meeting Place and Time Change
- Member Ticich

SUMMARY:

1. Members must first vote to cancel all remaining 2018 Regular Governing Board Meeting dates and times, including the January 8, 2019 meeting.

July - RECESS

August 14, 2018

September 11, 2018

October 9, 2018

November 13, 2018 - **Oasis Elementary School - Cafeteria, 6:00p.m.**

December 11, 2018

January 8, 2019

2. Board Members must vote to approve a different place and time for all Regular Governing Board meetings:

All Regular Charter School Authority Governing Board Meetings will take place at City Council Chambers at 5:30 p.m. The balance of the 2018 meetings, including January 8, 2019 are:

JULY - RECESS

August 14, 2018

September 11, 2018

October 9, 2018

November 13, 2018

December 11, 2018

January 8, 2019

ADDITIONAL INFORMATION:

Item Number:	16.A.
Meeting Date:	6/12/2018
Item Type:	TIME AND DATE OF NEXT MEETING

AGENDA REQUEST FORM
City Of Cape Coral Charter School
Authority

TITLE:

The next Regular Governing Board Meeting will be held on Tuesday, August 14, 2018 at 9:00 a.m. in Council Chambers.

SUMMARY:

ADDITIONAL INFORMATION: