



KID'S COMMUNITY COLLEGE® CHARTER SCHOOLS
"Dedicated to the well-being and educational success of every child."

Governing Board Meeting
Kid's Community College Charter Schools
June 18, 2020 at 6:00 PM
Zoom ID: 884 2802 4737 Password: 6rBeA4

MINUTES

1

BOARD MEMBERS

Todd Hammond, Chair/Treasurer
Shirley Bhat, Vice President/Secretary
Kenneth Scarborough, Board Member
Sweta Patel, Board Member
Robert Blount III, Board Member
Dr. Richard Rivas, Board Member

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I. CALL TO ORDER / ROLL CALL

T. Hammond called meeting to order @ 6:10pm. Board members present : T. Hammond, S. Bhat, R. Blount III, Dr. Rivas, K. Scarborough. Absent: S. Patel

II. APPROVAL OF AGENDA

Motion to remove Consent item "b" budget for 2020-2021 to action item "a", removal of employee chart to ATE extension under consent item "d", there are no ATE extension for KCC Prep High School, remove Election of board officers from Other Items "e" to action item "v" and add conflict of interest under other item "g" made by K. Scarborough; second by Dr. R. Rivas. Motion carried unanimously.

A Moment of silence was observed for our 6th grade.

III. APPROVAL OF MINUTES

a. 05/14/2020

Motion to approve minutes for 05/14/2020 as printed made by S. Bhat, 2nd by R. Blount. Motion carried unanimously.

IV. BOARD CHAIR REPORT: Delivered words of appreciation to all KCC Charter School professors, parents, students and all the district staff for their on-going support to KCC schools.

V. SUPERINTENDENT REPORT: Thanks to the team efforts not much difference was noticed in the month of May. State and county guidelines are being monitored on daily bases where there are a lot of uncertainty is present at state and local levels. Guidelines are available online at KCC.org and information is outlined. Campuses are open and operated at summer scheduled. Corvid 19 precautions are taken. Temp checking, providing mask, hand sanitizers are mandatory in each and every KCC Charter School buildings. Internally social distancing is priority. Financials and budget are updated and included on the agenda. To be determined are students coming back on campus or still online learning? We are waiting for guidance from the local and state governments. EDIO numbers will be discussed on budget.

VI. FINANCIAL REPORTS

a. KCC South Campus

Motion to approve May 2020 Financials for KCC South Campus made by S. Bhat; 2nd by R. Blount. Motion carried unanimously.

b. KCC Southeast Elementary Campus

Motion to approve May 2020 Financials for KCC Southeast Elementary Campus made by S. Bhat; 2nd by R. Blount. Motion carried unanimously.

- c. KCC SE Middle Campus

Motion to approve May 2020 Financials for KCC SE Middle Campus made by S. Bhat; 2nd by K. Scarborough. Motion carried unanimously.

- d. KCC Prep High Campus

Motion to approve May 2020 Financials for KCC Prep High Campus made by S. Bhat; 2nd by R. Blount. Motion carried unanimously.

VII. CAMPUS DIRECTOR REPORT(S)

- a. KCC South Campus: Grateful of the KCC Charter School board members. Spring break was spent on preparing for online learning. Students did well. Charter schools have been recognized for adapting towards online learning. Professors and staff have provided extra service, including the district staff. Thankful of KCC families for their support and efforts. Signs were delivered during drive thru celebrations. Zoom call for 8th graders have been scheduled. 98 percent students completed testing, reports cards will be mailed. Painting is 60 percent completed. Safety upgrades, security cameras have been installed from grant funds. The opening directions are general and board. Information is sent to parents through Friday focus and Wednesday writeup. Enrollment is at 99 percent. Kindergarten and information sessions are held by zoom. Professor of the Year for elementary school is Mr. Bruce Johnson and for Middle school is Ms. Rachel Napoli. Support Staff of the year is Ms. Mckenssie Regan-Haushalter. CPA news as follows: officer elections for next year are in progress. We are looking forward for the students to return to campus in Fall. Health issues students with preexisting conditions: final guidance are not in yet. Safety measures will be in place. Temp will be taken of all students when the school starts. 3 months of supply will be available. Donations are accepted.
- b. KCC Southeast Elementary Campus: eLearning had 98 percent participants. Staff, students and family did a tremendous job with eLearning and their flexibility. It is believed that everyone learned a thing or two about not only technology, but also the significant of communication and connection. Elementary school testing was completed at 95 percent. Middle school testing is completed at 59 percent. At Elementary school buzzer entry is being wired and we are getting all access points functional. These were access not previously connected. Waxing in elementary school is complete. At our middle school electric strike wiped out our access for entry-way buzzer system the repair is complete. Deep cleaning and sanitization of each facility is occurring daily. Painting of the interior of both buildings is scheduled to begin within the next two weeks. Waxing of middle school will be finished within the next two weeks. We have rather lengthy punch lists from walking the entire interior and exterior of both buildings. This work will all be complete before staff returns. Enrollment at Elementary school is 103 percent. For staffing two positions lost in 3rd grade due to certification issues. One new unit in third grade, (3) units total in 3rd grade, currently interviewing with one pending offer, one unit open in 4th grade. Middle school enrollment is at 96 percent. Staffing at middle school we have one open position for MY ELA, offer is pending HR approval and one open position for MY Science. Interviews are being scheduled. Plans for the upcoming year: At SE & SEM, we have a fully functional Leadership team. Last year, we lost our ESE Professor and our PYP Coordinator mid-way through the year. Additionally, Assistant Director went back into the classroom to support a vacancy because it was in the best interest of students to have consistency. We were down three paramount roles for the second half of the school year. We are delighted that we have selected our PYP Coordinator, Ms. Gonzalez, who was previously our Design Professor. We have selected an ESE Professor, Ms. Fells, who was previously a third grade professor for us and we are looking forward to an amazing 20-21 school year. Board Presentation is not required for SEM. IB Updates: Board Workshop is scheduled for next Thursday at 10:00 a.m. via Zoom. Links will go out to all board members who can attend. SEE school Support Staff of the year is Ms. Brandi McFail and Professor of the year is Ms Ashley Davis. Middle School Support Staff is Jennifer Cosme and Professor of the year is Joshua Evans.
- c. KCC SE Middle Campus: Included above with SE Elementary school.
- d. KCC Prep High Campus: 88% Enrolled; 265 of 300 seats filled, Marketing campaign going out this week, marketing campaign going out 10 days after that, Social media marketing, Virtual open houses, Attend as many community events as possible. Staffing 4 positions to be filled 2

filled, 2 remain open in Computer Science and English. Graduation for the inaugural class of 2020 is scheduled for July 17, 2020 @ 6:30 PM at Bell Shoals Baptist Church-Brandon Campus. Online learning was a challenge. Participation in online learning at beginning was 78% and at the end we were made to obtain 94 percent attendance. Lots of phone calls and letters were sent. Kiddos to everyone for their support and hard work. NWEA was completed @ 91 percent. Results were in line where we were before the break. End of the year celebration include celebrating Professor fo the year Ms. Cleao Martin and Support Staff of the year Misty Eiekeland. Cash award and trophies are in the mail. Maintenance has started. Planning for school to resume on campus where social distancing, temperature checks, one way traffic flow, increased sanitation, hand washing, cleanliness, groups managed by cohort and additional seating areas for lunch to include outside tables and classrooms are in process. Online sessions are hosted, brand new family interest sessions are conducted biweekly. Changed dates and mailers to go and dates added in June. District has provided an updated to the department of education no responses received yet.

VIII. CONSENT ITEMS

- a. Out of County Field Trips
 - i. KCC South Campus
 - ii. KCC South East Elementary School
 - iii. KCC South East Middle School
 - iv. KCC Prep High School
- b. ~~Budget 2020-2021 School Year (Moved as Action item "A")~~
 - i. ~~KCC South Campus~~
 - ii. ~~KCC Southeast Elementary School~~
 - iii. ~~KCC Southeast Middle School~~
 - iv. ~~KCC Prep HS~~
- c. ~~Employee Chart/Staffing Plan~~
 - i. ~~KCC South Campus~~
 - ii. ~~KCC Southeast Elementary School~~
 - iii. ~~KCC Southeast Middle School~~
 - iv. ~~KCC Prep HS~~
- d. ATE Extension
 - i. KCC Riverview South
 - ii. KCC Southeast Elementary School
 - iii. KCC Southeast Middle School
 - iv. ~~KCC Prep HS~~ (none for KCC Prep HS School)

Motion to approve all consent items as listed made by S. Bhat; 2nd by R. Blount. Motion carried unanimously.

IX. ACTION ITEMS

- a. Budget 2020-2021 School Year
 - i. KCC South Campus: Enrollment estimate is at 580. The amounts are based on first six months of the year. Payroll and rent are considered as the largest expenses. There is 17 percent increased in the benefits. There is a reduction in the amount by 40 percent in year one where the traditional plan was to increase. Adjustments are expected to be presented to the board before August.

Motion to approve KCC South Campus 2020-2021 budget was made by S. Bhat; 2nd by Dr. R. Rivas. Motion carried unanimously.

- ii. KCC South East Elementary School: Enrollment estimate is at 384. Currently the numbers are by 12 over. Academic and dues are paid on yearly bases through manages back software. Any substantial changes will be presented to the board for review and approval.

Motion to approve KCC South East Elementary School 2020-2021 budget was made by S. Bhat; 2nd by R. Blount. Motion carried unanimously.

- iii. KCC South East Middle School: Enrollment estimate is at 220. Currently the campus is 9 under the estimated goal. Recruitment mailers will go out Monday. The campus director is confident that they will meet the projected goal.

Motion to approve KCC South East Middle School 2020-2021 budget was made by S. Bhat; 2nd by Dr. R. Rivas. Motion carried unanimously.

- iv. KCC Prep High School: Enrollment estimate is at 300. The High school is significantly aggressive in marketing campaign. They do not have any other option but to meet the projected goal.

Motion to approve KCC Prep High School 2020-2021 budget was made by S. Bhat; 2nd by Dr. R. Rivas. Motion carried unanimously.

- v. Election of board officers: Shirley Bhat as Chair, Dr. Richard Rivas as Vice Chair, Robert Blount III as Secretary/Treasurer and Ken Scarborough as board member.

Motion to approve 2020-2021 board member slight as presented made by S. Bhat; 2nd by Dr. Rivas. Motion carried unanimously.

The KCC Charter School board is recruiting and accepting application for new and potential candidates. Parties interested must follow proper procedures for document submission.

X. OTHER ITEMS

- a. Policy Update
 - i. KCC Prep (none)
- b. Mental Health Plan Information Review: District.
Ms. Alvarez stated that State of FL has required to submit mental health plan with data. Few years ago KCC Charter Schools were provided the following options: either to utilize the plan provided by the county or to create and use our own plan. We took the option of creating our own plan that includes certified school counselor's at every single campus. Tier 1 to III where all staff and teachers are trained. KCC Social emotional learning transpires every week. This process is targeted through classroom audience, small group and individual counseling. We have partnered with Northside behavioral health for referral. There are no change in our mental health plan.
- c. Good News/Recognition: The chair showed gratitude towards all the staff of KCC Charter Schools. Mrs. Cook announced Valedictorian of KCC Prep High School Inaugural Class of 2020 Dante Applin with District GPA of 5.45 and Salutatorian as Harrison Lundy with District GPA of 5.24. Riverview South Campus and South east campus also announced their Valedictorian and Salutatorian of the school year.
- d. Resignations Governing Board Members
 - i. Sweta Patel
 - ii. Todd HammondResignation was excepted by the board.
- e. ~~Election and/or change of Board Officers~~ (**Moved to action item**)
- f. Governing Board Summer Workshop is scheduled for July 30th @ 5pm by zoom. Future meeting dates will be determined during the workshop. Workshop date can be converted to special session if required.
- g. Conflict of Interest Disclosure: Tim Kilpatrick reports that he is not a board member and discloses that two family members are employed at KCC Riverview South Campus and do not report directly to Tim. Campus nurse and cafeteria helper are identified as Tim's family members at KCC Riverview South Campus. Tim also reports that he is a sole property of KCC LLC and owns this Franchise where he does not benefit from its revenues.

XI. FLOOR DISCUSSIONS

Summer Enrichment Cares Act allows access to students and planning. The CARES Act provides education funding to state education agencies and local education agencies to support schools as they are dealing with the effects of the COVID-19 Pandemic. School districts are allowed to utilize funds for a wide-variety of Covid-19 related costs and to support long-term plans to reopen schools.

XII. ADJOURNMENT

Motion to adjourn the meeting at 8:12pm made by R. Blount; 2nd by S. Bhat. Motion carried unanimously.

Approved By

Date

Shirley Shelton Bhop

07/30/2020

DISTRICT STAFF MEMBERS

Timothy Kilpatrick (Superintendent)

Joy Smith-McCormick (Legal & Compliance)

Ternica Blackmon (Professional Standards and Compliance Administrator)

Patricia Alvarez (Director of School Counseling Services)

Annie Thomas (Human Resources and Office Administrator)

Jose Kuhn (Instructional Technology Coordinator)

Anne Tuff (Network Administrator and Technical Support)

Vickie Sanders (Procurement and Collections Manager)

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AGENDA - The Board agenda is set by the Board and is prepared, posted and distributed at least one (1) week before the meeting. At anytime before the meeting, a parent, guardian or a member of the Board can request to add an item to the agenda by contacting either the Secretary or Board President. The final agenda is approved at the start of the Board meeting. Parents and guardians are also allowed to introduce new items during the time of Floor Discussions and Announcements. Although the Board may not comment on the items introduced at that time, they can decide to act on it in a future meeting. Anyone requesting to have an item placed on the Governing Board agenda must submit the item using the Agenda Item Request form at this link: <http://apps.kidscc.org/view.php?id=51501>

PUBLIC COMMENT - The Board of Directors welcomes participation in meetings. The public is welcome to comment on matters appearing on the agenda at the time they are called. The public is also welcome to comment on matters, which are not on the agenda when the President calls for "Public Input for the Good of the District." This time is provided for the public to introduce any topic within the District's jurisdiction. Because these are non-agenda matters, generally no discussion or comment by the Board should be expected except to properly refer the matter for review as appropriate, but no action will be taken at this meeting. Public Comment will be limited to five minutes per speaker. If you wish to speak, please step up to the podium at the appropriate time & begin by stating your name & address.

CONSENT ITEMS - All items are approved by a single action. There will be no separate discussion of those items unless an item is removed at the request of any Director or member of the public. Those items removed will be considered at the end of the consent agenda or be placed on the action agenda for the next meeting.

CONFLICT RESOLUTION AND COMPLAINTS - The ultimate purpose of our internal complaint procedure is to encourage the healthy growth and development of Kid's Community College. Conflict is often a part of any organization and may arise in any community. An effective process for resolving conflict is therefore both consistent with the vision and mission of KCC, and an essential component of the communication model that our school has adopted. KCC recognizes that effective communication is paramount in effective conflict resolution and therefore strongly encourages students, parents, associates and the community to review and follow our conflict resolution process, which is found here: [KCC](#)

[Conflict Resolution Policy](#)