

Boulware Springs Charter School
Governing Board Informational Meeting
Meeting was held via video conference and
at Boulware Springs Charter School
1303 NE 23rd Ave, Gainesville, FL
October 24, 2022
5:00 p.m.

Notification to the public via school's website
MINUTES

I. SESSION: 5:00 p.m.

A. Attendees

Board Members: Bruce Carroll, Steve Bradford, Audrey Sommer, Caroline Parker, Austin Young, Cassie Macias, Cindy Boulware
Others: Tiffany White, Kay Abbitt

B. Action Items

I. Motion to Approve September 19, 2022 Board Minutes

Audrey motioned to approve the September 19th board meeting minutes. Steve seconded and the motion was unanimously approved.

C. Items for Discussion Only (No Action)

I. Financial Update/Bank Balances

Tiffany reviewed the Truist, TIAA Money Market savings, and TIAA checking account balances. Tiffany discussed moving some of the money/savings into a savings account with a higher yield and asked the board to consider options for the future. She will look into different options and present them to the board at the next meeting.

II. 2021/2022 Audit

The audit is complete. The budget will need to be adjusted next year because the audit will cost more due to FRS. There was one finding when Truist in February switched from SunTrust, they inadvertently made an error in that the account moved from public deposit to a private account. This means that only up to \$250,000 of the funds were protected until the error was caught.

The error has been corrected. In the future, Tiffany will verify that all the funds in every account are public deposit and will share the information with the board at the beginning of each school year. The other things noted in the audit were verification that taxes are removed from accounts, conflict of interest hiring, and separate bank accounts for the new PTA.

III. Conflict of Interest Monitoring Plan

It was noted on the audit that due to a state law, Megan Lane cannot have anything to do with hiring, firing, monitoring, giving raises, evaluations, promotions, or compensation for Krista Lane or Brian Lane. A formal monitoring plan was put into place by Bruce Carroll on behalf of the board after the audit finding. The monitoring plan will be managed by the Boulware director who will provide an annual update to the board. The plan will be in effect on a perpetual basis.

Megan Lane has recused herself in the past from any decisions regarding Krista Lane and

Brian Lane and will continue to do so.

IV. FAST Testing Update

Progress monitoring is complete and according to the results, all of our students are performing above the state and district level. Tiffany met with parents via Zoom to explain the test results and answer any questions. Progress monitoring 2 will take place in January.

V. Construction Update

The refurbished fire panel that was installed has an error and does not function. The panel is covered by a warranty but has a lead-time of eight months. Tiffany has asked for a temporary CO, but there has been no response at this time. A thermostat was installed in the tech lab to help make the temperature in the tech lab and cafeteria moderate.

VI. Administrator Evaluations 2021/2022

Caroline discussed using the previous evaluation as a guide to complete administrator evaluations. The board discussed how to send out a survey to parents. Evaluations are needed before March of 2023.

VII. PTA and Fall Festival

Boulware has 16 paid PTA members. An official meeting will take place soon. The auditor recommended that the school receive monthly bank statements from the PTA.

The fall festival is on November 4th from 5:00-7:00 p.m. Safety Patrol parents will help run booths and teachers will be able to raise money for their classrooms.

VIII. New/Old Business Board

There is no new or old business.

ADJOURNMENT: 5:50 p.m.

The next board meeting is scheduled for 5:00 p.m. on November 14, 2022.

Respectfully Submitted:

Bruce Carroll, Board Chair

Date

Approved by Governing Board: _____
Date