

REGULAR BOARD MEETINGS OF THE BOARD OF DIRECTORS  
Of  
Alpha Charter of Excellence  
1223 SW 4 Street Miami, Florida 33135  
April 27, 2023

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**Minutes**

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**I. Call To Order and Roll Call** - meeting called to order at 2:09 p.m.

Present Board Members: Lisa Capote, Dr. Celia Suarez, Dr. Judith Stein  
Other Present: Isabel Navas, Principal Meeting ID: 985 6028 6532 Passcode: ace  
Absent: JC Fernandez

**II. Public Comment** (limited to agenda items only)\*

**III. Approval of Agenda**

Lisa Capote motioned to approve the agenda as presented second by Dr. Celia Suarez, unanimously voted.  
Motion Approved.

**IV. Approval of Minutes: February 9, 2023** - Lisa Capote motioned to approve the minutes as presented, second by Dr. Judith Stein, unanimously voted. Motion Approved.

**V. Budget: No Items Presented**

**VI. Old Business:**

Building Lease redline was reviewed by the board. Charter School Law was reviewed: 196.1983 Charter school exemption from ad valorem taxes.—Any facility, or portion thereof, used to house a charter school whose charter has been approved by the sponsor and the governing board pursuant to s. 1002.33(7) shall be exempt from ad valorem taxes. For leasehold properties, the landlord must certify by affidavit to the charter school that the required payments under the lease, whether paid to the landlord or on behalf of the landlord to a third party, will be reduced to the extent of the exemption received. The owner of the property shall disclose to a charter school the full amount of the benefit derived from the exemption and the method for ensuring that the charter school receives such benefit. The charter school shall receive the full benefit derived from the exemption.

Summary of Conference Call Between Martin, Thomas (Lawyer Jeff's office) and I. Navas. The landlord spoke about the requirement of ad valorem taxes. The landlord has made the ad valorem tax payments for the last number of years and has not applied for the exemption. With the new request of this lease being a triple net lease, that would shift the burden to pay ad valorem taxes to the Tenant. However, the landlord has agreed to carve out the last year of ad valorem taxes if it is not exempt. Thereafter, the Tenant shall submit the ad valorem tax exemption form each year to receive the benefit.

Lisa motioned to approve the lease with the following recommendations: The landlord will file the exemption from ad valorem taxes throughout the duration of the lease and wait for approval from Jeff Wood's office, second by Dr. Celia Suarez, unanimously voted.

## VII. New Business:

Stepping Contract was reviewed by the board. Motion to approve the contract by Lisa Capote, second by Dr. Stein, unanimously voted. Ms. Navas will sign the contract on behalf of the board.

Holistic Contract was reviewed by the board: One change Collaboration and Consultation will be added this year. Our ESE teacher Ms. Fernandez will be leaving us at the end of the year. She is moving to Cape Coral. Therefore, Holistic will be providing all ESE Services to the school. Lisa Capote motioned to approve the contract as presented, second by Dr. Judith Stein, unanimously voted. Ms. Navas will sign the contract on behalf of the board.

Teacher Contract: Reviewed by J. Wood's office the redline will be reviewed with the board. Lisa Capote would like to know why the 15 miles non-compete was reduce to 5 miles. In addition, would like to know if a reasonable flat fee would be \$1,800.00 for violation of the agreement. Lisa Capote motioned to approve the contract with clarifications on these two points, second by Dr. Judith Stein, unanimously voted. Ms. Navas will get an answer from Jeff Wood's office and email the board the clarifications.

Lunch RFP Update: RFP lunch Vendor was released. It is due on May 15<sup>th</sup>. Ms. Navas will complete the evaluation rubric and will decide on the vendor for next school year. We currently have three vendors that are interested. We had a taste day when the vendors provided samples to the school. Ms. Navas and Ms. Joan Walker from Building Hope will rate the proposals and determine who is selected for the next school year.

Lisa Capote motioned to approve the MDCPS Calendar 2023-2024 and first day of teachers coming back to work is August 10<sup>th</sup>, second by Dr. Celia Suarez, unanimously voted.

Updates Employees: Ms. Marta Castillo resigned in March 2023. She is leaving to a district school by her house. She worked at ACE since we opened the doors in 2012. Ms. Lagattola has been hired beginning Summer 2023. She will be teaching the 3<sup>rd</sup> grade students that have been retained. Ms. Fernandez ESE specialist is also leaving at the end of the school year. Ms. Fernandez has also been at ACE since we opened the doors in 2012. She will be moving to Cape Coral. Mr. Sanchez is also a new hire. He will be teaching 5<sup>th</sup> grade class next school year. Mr. Sanchez is a doctoral student completing his dissertation in Educational Leadership.

Update on MDCPS Contract: The contract between MDCPS and ACE has been fully executed. A copy of the 5-year contract is in our shared drive for your review.

SIP Continuous Improvement Plan was reviewed and discussed with the board. The Iready Data and FAST progress monitoring was also reviewed with the board. The SIP Goals haven't been accomplished yet. The strengths and weaknesses in the continuous improvement plans were discussed. The school is now testing FAST PM3.

School Principal and Management (Succession Planning): Dr. Stein wanted to have an update on this topic. Lisa Capote spoke to R. Moreno from Building Hope and have scheduled a conference meeting with him and Isabel Navas on Monday, May 1<sup>st</sup>. There are many ideas that will be presented during this meeting.

Theft Report (Police Report) was provided to the board. The damages were lost of technology devices (lap tops) and broken doors / locks. Insurance was contacted and they provided the following information:

Please note there is a \$2,500 deductible for any property damage claimed.

The laptops have a \$1,000 deductible.

The school has replaced all the broken locks and doors. Some doors might need to be replaced eventually but are functional for now. The total cost for fixing the doors is \$600.00. The laptops are \$700.00 each. Therefore, I do not feel we should do a claim in the insurance since the deductible are more. The board agrees. Extra Measurements in place: Fridays at 6:00 p.m. the elevator by 4<sup>th</sup> street is completely shut off. The Cafeteria Doors have in place a metal plate that will not allow anyone to open the door. The doors' security locks were replaced.

Summer School will be in session this year. We will be doing an academic intensive program for those 3<sup>rd</sup> students not passing to 4<sup>th</sup> grade (retention). June 20<sup>th</sup> – July 25<sup>th</sup> from 8:30 a.m. to 1:50 p.m.

**VIII. Extended Public Comment (non-agenda items only)**

**IX. Comments from the Board (non-agenda items only)\***

Lisa Capote stated the board needs to recruit new board members. Ms. Navas will write up roles and responsibilities for Lisa to approve. Social Media will be used to recruit new board members.

Charter School Governing board training

Dr. Celia Suarez 2 hours training 10/20/2024

Lisa Capote 2 hours training by 08/01/2023

Dr. Stein and J C need the four hours training ASAP

Next Board Meeting July 27<sup>th</sup>, 2023

**X. Reconfirmation of Next Board Meeting on July 27, 2023**

**XI. Adjournment:** Dr. Celia Suarez motioned to adjourn at 3:15 p.m., second by Lisa Capote, unanimously voted. Motion Approved.

*\*Individuals wishing to address the board of directors under Public Comments are requested to sign-up with the recording secretary prior to the start of the meeting. Individuals are limited to three minutes for their comments. \*The board will not respond to extended public comments during the meeting but will follow up in the most appropriate and time-effective manner.*

The undersigned hereby certifies that Lisa Capote is a Director and/or Officer of Alpha Charter of Excellence, a not-for-profit corporation organized and existing under the laws of the State of Florida, and that the above is a true and correct copy of the meeting minutes of the Board of Directors of said corporation & the individual charter schools sponsored by the said corporation. The minutes were adopted by the Board of Directors at a meeting held on July 27, 2023 that minutes were approved/adopted. Alpha Charter of Excellence, Inc. A Florida not-for-profit corporation

By: X  Lisa Capote, Board President