

Advanced Science & Technology Charter Schools Board Meeting Minutes
Monday, June 24, 2019 @ 5:45 PM at ASTEC Central Offices

Board Members Present

D. Murray, E. Parker, C. Goldsby, M. Jones, G. Chandler, C. Griswold, A. Santiago

Board Members Absent

P. Nguyen, F. Hart

Staff and Guests Present

F. Deskin (CEO), S. Grimes (Superintendent), S. O'Neil (Board Clerk)

1. Call to Order

D. Murray called a meeting of the Board of Directors of Advanced Science & Technology Education Charter Schools to order on Monday, April 29, 2019 @ 5:49 PM at the ASTEC Central Office conference room.

Dr. Freda Deskin introduced new board member, Ms. Alba Santiago.

2. Approve Minutes

The minutes of the April 29, 2019, meeting were presented for discussion and approval by S. O'Neil, Board Clerk/Secretary.

- a. C. Goldsby made a motion to approve the minutes from the April 29, 2019 meeting.
- b. E. Parker seconded the motion.
- c. D. Murray asked for any discussion
- d. There being no discussion, the board unanimously approved the motion.

3. Treasurer's Report

Dr. Deskin reviewed the FY19 budget and asked the members to review the notes/comments attached to any line item that was over/under budget. She explained that the numbers were as of May 31, and that June and July payroll and expenses were remaining.

Purchase order amounts for the General Fund, the Activity Fund and Payroll were presented.

S. Grimes reviewed the Treasurer's Report for April and May, 2019. There are no issues or concerns regarding the financials.

- a. G. Chandler made a motion to approve the financials for April and May, 2019.
- b. C. Goldsby seconded the motion.
- c. D. Murray asked for any questions.
- d. The Board unanimously approved the motion.

4. Adjourn Regular Meeting and go into Executive Session

- a. E. Parker made a motion to adjourn the board meeting at 6:10 p.m.
- b. A. Santiago seconded the motion.
- c. The Board unanimously approved the motion
- d. Meeting was adjourned to enter into Executive Session

5. Executive Session

- a. Executive Session citing Ref.: 25 O.S. § 307 (B)(1) as the statutory authority for this executive session: Discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of an individual salaried public officer or employee (Ref.: 25 O.S. § 307 (B)(1)).

6. Adjournment from Executive Session

- a. E. Parker made a motion to approve the adjournment of Executive Session.
- b. A. Santiago seconded the motion.
- c. The Board unanimously approved the motion.

7. Call Back to Order

D. Murray called for a motion to resume the regular meeting of the Board of Directors of Advanced Science & Technology Education Charter Schools back to order at 7:58 PM.

- a. C. Griswold made a motion.
- b. C. Goldsby seconded the motion.
- c. The Board unanimously approved the motion.

8. Old Business

Dr. Deskin updated the Board on the building/financing of the new elementary school. She has been working with Glenn Short with Frankfurt, Short, Bruza on the necessary documentation for the FIF (Civic Builders) loan. When the underwriters reviewed our documents, they determined that the school qualified for \$9.185 million compared to their initial valuation of \$8.7 million.

Mr. Gene Rainbolt and Mr. Charles Holland with BancFirst has been meeting with Dr. Deskin and several community leaders to visit about helping ASTEC with donations. They first met with Kim Henry with the Sarkeys Foundation, Pat Potts with the Potts Family Foundation, and Jalal and Mohammad Farzenah with Home Creations. Each of these entities had reasons that they could not donate towards brick and mortar projects at this time. Pat Potts and the Farzenah brothers both agreed to make a personal donation to the project.

The elementary school construction project has a very tight timeframe in order to open the school by the fall of 2020. ASTEC's foundation, The Fund's, board met and narrowed a list of contractors down to 5 to bid on the project. The lender (FIF) requires their own construction manager to oversee the project and expenses on a monthly basis.

At the final loan settlement, ASTEC will have a shortfall of \$710,000. These monies will be needed at the end of the project. ASTEC will continue to fundraise. Dr. Deskin asked the governing board to consider allocating up to \$710,000 to bridge the shortfall should the money not be raised in time.

D. Murray called for a motion to allocated the use of up to \$710,000 from the school's carryover to cover any shortfalls for the loan with the understanding, it would be paid back with future fundraising..

- a. A. Santiago made the motion.
- b. C. Goldsby seconded the motion.
- c. D. Murray asked for any discussion
- d. After discussion, the Board unanimously approved the motion.

9. Adopting a School Calendar based on 1080 hours for the 2019-2020 school year and Extending the school day by 10 minutes.

S. Grimes reminded the board that ASTEC had the option of counting hours versus school year days to create the annual school calendar. He asked that the board approve the continuation of using hours vs days.

Students are required to have at least 1080 hours of instruction each year. Approval if the hours vs. days is required by the school's board of directors.

D. Murray asked for a motion for the school to continue use hours vs. days for the 2019-2010 school year.

- a. E. Parker made the motion.
- b. C. Griswold seconded the motion.
- c. D. Murray asked for any discussion
- d. The Board unanimously approved the motion.

S. Grimes recommended 10 minutes be added to the school day for the 2019/2020 school year. This is in the event of school closures due to bad weather. The 2018/2019 school year was extended past Memorial Day this year due to unforeseen closures. By adding an additional 10 minutes to each day, it will give the school the ability to have extra time already built in and not have to extend the year beyond Memorial Day.

D. Murray called for a motion to extend each school day by 10 minutes (release will be at 3:30 instead of 3:20)

- a. C. Griswold made the motion.
- b. E. Parker seconded the motion.
- c. D. Murray asked for any discussion
- d. The Board unanimously approved the motion.

10. New Contract for Treasury Services

S. Grimes submitted a new vendor to provide the school with Treasury Services. Currently the Treasury Services are being done offsite with an individual. S. Grimes recommended the services of Angel, Johnston, and Blasingame, a firm he has worked with in the past.

D. Murray called for a motion to contract the school's Treasury Services with the firm Angel, Johnston, and Blasingame for the 2019/2020 school year.

- a. C. Goldsby made the motion.
- b. E. Parker seconded the motion.
- c. D. Murray asked for any discussion
- d. The Board unanimously approved the motion.

11. School Activities

S. O'Neil reported the following school activities for the summer:

- *Summer School (June 3rd, 10th, and 17th)
- *School Offices Closed (July 1st - 5th)
- *Back to School - New Teacher Pre-Service (August 5th - 9th)
- *Back to School - Returning Teacher Pre-Service (August 12th - 16th)
- *First Day of School - Thursday, August 22nd

12. New Policy for the Selection of the Valedictorian and Salutatorian

Dr. Deskin presented new guidelines for the selection of the valedictorian/salutatorian. The new guidelines were taken from several other schools' criteria. These guidelines ensure students receive the proper weights for classes taken and for a more fair process in the selections.

D. Murray called for a motion to accept the new guidelines for the selection of the valedictorian/salutatorian for the upcoming school year (2019/2020).

- a. C. Griswold made the motion.
- b. A. Santiago seconded the motion.
- c. D. Murray asked for any discussion
- d. After discussion, the Board unanimously approved the motion.

13. Adjourn Meeting

- a. C. Griswold made a motion to adjourn the board meeting at 8:34 p.m.
- b. G. Chandler seconded the motion.
- c. The Board unanimously approved the motion and the board adjourned.

Respectfully submitted,

Sherri O'Neil
ASTE Board Clerk