



Vision

Empowering students to explore global learning opportunities to promote and enrich their communities and the communities we serve.

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Purpose

Somerset Academy, Inc. promotes a transformational culture that maximizes student achievement and the development of accountable, global learners in a safe and enriching environment that fosters high-quality education.

Annual Meeting of the Board of Directors June 13, 2023

Board of Directors

Todd German (Board Chair / Treasurer) *(Present)*
Ana Diaz (Vice-Chair / Secretary / Parent) *(Present)*
David Concepcion *(Present)*
Matthew Cox (Texas) *(Present)*

Non-Voting Officers

Bernie Montero, President *(Present)*
Suzette Ruiz, Vice-President *(Present)*

Board Counsel

Charles Gibson, Esq. *(Present)*
Eleni Noble Zarbalas, Esq. *(Present)*

In an effort to allow greater public participation and to best accommodate stakeholders, this meeting was held via communications media technology with physical access sites at each of the individual school campuses throughout Dade, Broward, Palm Beach, St. Lucie, Duval and Monroe Counties.

Minutes

1. Opening Exercises

- a. Called to order at 11:01am
- b. A quorum was established
- c. Special Recognition - Somerset Academy City Arts Conservatory and Somerset Academy Oaks recently earned Leader in Me Lighthouse Certification — a prestigious designation that confirms that the school has implemented leadership practices and skills that positively impact the entire

school culture. Somerset Academy City Arts Conservatory, K-5, is the only school in Miami Dade County, and one of 650 schools worldwide, to have earned the Lighthouse Certification. – *See full article attached*

- d. Special Recognition – Bernie Montero named Time Person of the Year by his students – *See photo attached*

2. Public Comment

- a. Omoy Watson – Somerset Academy Canyons and Somerset Academy Parkland – Interested in free or discounted childcare for Somerset employees

3. Consent Agenda *(All items listed with letter designations were enacted by one motion.)*

- a. **APPROVED:** The Board approved the Minutes from the May 16, 2023 Board of Directors Meeting.
- b. **APPROVED:** The Board approved the Parent Involvement Representatives for the 2023-2024 school year; further approving to designate Jeanette Nunez as the Conflict Resolution Person, in the event the Parent Involvement Representative is unable to assist.
- c. **APPROVED:** The Board approved the Annual Ratification & Reapproval of Governing Board Policies (*Conflict of Interest (each Board Member is required to sign and return the written acceptance form), Ethics, Whistle Blower, Bylaws*).
- d. **APPROVED:** The Board approved the Annual Ratification & Reapproval of Student / School Policies (*Anti-Discrimination, Out of State and Country Field Trips, Student Enrollment / Lottery Policy, Internet Safety Policy, Bullying Policy and FHSAA*).
- e. **APPROVED:** The Board approved the Annual Ratification & Reapproval of School Safety Policies & Procedures (*Charter School Safe School Officer Policy, Florida Safe Schools Assessment Tool (FSSAT), Alyssa's Alert, FortifyFL, Active Assailant Policy, SESIR, Active Assailant Response / Stabbing Procedure, Hostage / Barricaded Situation, Emergency Evacuations / Lockdown Drills, Lockdown Procedures - Full Lockdown - Code Red, Lockdown Procedures / Partial Lockdown - Code Yellow, Family Reunification Plan, Critical Incident Response: Roles and Responsibilities, Bomb Procedures, Involuntary Examinations & Reporting Requirements, Tornado Watch*).
- f. **APPROVED:** The Board approved the adoption and submittal of “The Policy and Procedures for Charter School Compliance with School Safety and Security Requirements Set Forth in Florida Statutes and Rule GA-1.0018; and Florida Administrative Code”.
- g. **APPROVED:** The Board approved to authorize the Board Chair the ability to approve any year-end financial items which may be necessary to close the books.
- h. **APPROVED:** The Board approved the Preliminary Board of Directors Meeting Schedule for the 2023-2024 School Year.
- i. **APPROVED:** The Board approved to Accept the Annual Family Educational Rights and Privacy Act (FERPA) Notice for Directory Information.
- j. **APPROVED:** The Board approved to Ratify the 2023 Annual Report.
- k. **APPROVED:** The Board approved to authorize the school the option to develop and submit its own Mental Health Plan or to opt-in to their Sponsor’s Mental Health Plan.
- l. **APPROVED:** The Board approved to utilize Doral Leadership Institute Consortium of Public Charter Schools Instructional Personnel Evaluation System and School Administrator Evaluation System as the Teacher and Administrator Evaluation Tool.
- m. **APPROVED:** The Board approved to Renew the following Charter School Contract(s) (*expiring June 2024*) for a five-year or fifteen-year term (*based on school grade eligibility*):
 - 1. Miami-Dade
 - a. Somerset Gables Academy
 - b. Somerset Preparatory Academy High School (Homestead)

2. Palm Beach
 - a. Somerset Academy Wellington
- n. **APPROVED:** The Board approved to adopt the following policies of The School Board of Broward County for all Somerset Academy, Inc. schools located in Broward County:
 - i. Behavior Threat Assessment (BTA) trainings and intervention services (per Section 1006.07(7), Florida Statutes)
 - ii. Parent right to access school safety discipline incident (per Section 1006.07(9), Florida Statutes)
 - iii. Timely parent notification of threats, unlawful acts or significant emergencies (per Section 1006.07(4) and (7), Florida Statutes)
 - iv. School Safety Requirements and Monitoring (per Rule 6A-1.0018, Florida Administrative Code); Safe School Officer - must be assigned to a school facility for extracurricular activities and for school-sponsored event.
- o. **APPROVED:** The Board approved the submittal of the Teacher Salary Increase Allocation Plans.

Motion to approve the consent agenda by Ana Diaz; second by Matt Cox; motion passed unanimously

4. Action & Discussion Items

- a. Comments by the Board Chair (*Todd German*)
 - i. Special thanks to Adri and Lauren for an amazing EOY celebration
 - ii. Looking forward to the National Charter School Conference in Austin next week
 - iii. Discussed establishing a relationship with the ISCHS, Inc. schools; requested legal to review to see if a formal document, such as a MOU should or could be put in place.
- b. Executive Report by the President & Vice-President (*Bernie Montero & Suzette Ruiz*)
- c. School Updates
 - i. Academic/Data Reports
 1. Somerset Academy Eagle Elementary & Middle (*Tunji Williams*)
 2. Somerset Academy JFK (*Lisa Santiago*)
 3. Somerset Arizona (*Bernie, Victor, Marla*)
 4. Somerset Academy Texas (*Cory Oliver*)
 - ii. Others, if necessary
- d. Academica / Colegia Report
 - i. **APPROVED:** The Board reviewed & approved to Renew the ESP Agreement with Academica, further authorizing the Board Chair to continue negotiations (as necessary) and execute.
Motion to approve by Ana Diaz; second by David Concepcion;
Voting Results: 4 Yay / 0 Nay – Unanimous
 - ii. **APPROVED:** The Board reviewed & approved the Colegia Software License Agreement.
 - iii. **APPROVED:** The Board reviewed & approved the Virtual Educational Services and Support Agreement between Somerset Virtual Academy and Academica Virtual Education LLC.
Motion to approved items 4dii&iii by Matt Cox; second by Ana Diaz; motion passed unanimously
- e. Financial Report
 - i. **APPROVED:** The Board reviewed & approved the Final 2022-2023 Annual Budgets (*Alina Chester*)
Motion to approve by Ana Diaz; second by David Concepcion; motion passed unanimously

- ii. **APPROVED:** The Board reviewed & approved the Proposed 2023-2024 Annual Budgets
(Alina Chester)
Motion to approve by David Concepcion; second by Ana Diaz; motion passed unanimously

- f. Insurance Renewal / Risk Sharing Agreement *(Board Counsel, Charles Gibson)*
 - i. In summary, the schools form a cooperative risk-sharing pool via a Risk Sharing Agreement, funded by contributions made by each school on a pro rata basis (measured by insured values of each site) into a loss reserve account. Monies in the account are invested to be productive, in loss-risk financial assets. If a loss occurs at any site, the necessary funds for the retained portion of the loss are withdrawn from the loss reserve account. Ownership of the account stays with the schools, but the funds are deployed for losses, should they occur. The pool is annual, matching the term of the property insurance, but is expected to be renewed each year so long as the market conditions for property insurance warrant.
 - ii. Ana Martinez reviews the financial aspect of the proposal.
 - iii. **APPROVED:** The Board reviewed & approved the Risk Sharing Agreement; authorizing the Board Chair to execute pending final review by Board Counsel.
Motion to approve by Ana Diaz; second by Matt Cox; motion passed unanimously

- g. Somerset Academy JFK Field Lease *(Eleni Zarbalis)*
 - i. Lease expires in one year; the landlord duty has now passed from the father to the son; rent proposal to increase to \$500 with all other terms remaining the same.
 - ii. **APPROVED:** The Board approved to renew the Somerset Academy JFK Field Lease renewal, as discussed.
Motion to approve by Matt Cox; second by David Concepcion; motion passed unanimously

- h. Other Items by Board Members, Staff, or ESP

5. Announcements & Notifications

6. Adjourned Meeting at 12:32pm

The undersigned hereby certified that he/she is an Officer and/or Director of SOMERSET ACADEMY, INC., 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 minutes were adopted by the Board of Directors at a meeting held on July 11, 2023.

SOMERSET ACADEMY, INC.
A Florida not-for-profit corporation