



*The Vision of Pinecrest Academy, Inc. is to empower lifelong learners with knowledge and values required for productive global leadership.*

### **Board of Directors**

Carlos Alvarez, *President & Board Chair (Present)*  
Juan Molina, *Director & Secretary (Present)*  
Shannie Sadesky, *Director & Treasurer (Present)*  
Erin Demirjian, *Director (Present)*  
Albert Maillo, *Director & Student Alumnus (Present)*  
Sheila Gonzalez, *Director & Parent Representative (Present)*

Charles Gibson, Esq., Board Attorney (*Absent*)

### **Meeting of the Board of Directors September 15, 2022**

*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 Miami-Dade, Orange, Lake, Pasco and Brevard Counties.*

### **MINUTES**

---

#### **1. OPENING EXERCISES**

- a. Called to Order at 11:26am
- b. Established a Quorum
- c. Congratulations to all of the new schools designated as a High-Performing Charter School
  - i. Pinecrest Academy Space Coast
  - ii. Pinecrest Academy Tavares
  - iii. Pinecrest Academy Avalon
  - iv. Pinecrest Creek Academy
  - v. Pinecrest Academy North Prep Fontainebleau

#### **2. PUBLIC COMMENT**

- a. Alyssa Scarborough, parent from Pinecrest Wesley Chapel submitted written comment; it has been filed in today's meeting folder for the Board's review. Staff will follow up with the parent.

#### **3. CONSENT AGENDA**

- a. **APPROVED:** The Board approved to adopt the minutes from the June 7, 2022 Board of Director's Meetings.
- b. **APPROVED:** The Board approved the Board Resolutions for Out of Field Waiver Assignments for the 2022-2023 school year; further authorizing the Board Chair to review and make necessary changes and execute for submission.
- c. **APPROVED:** The Board approved the Teacher Salary Increase Allocation Plans; further authorizing the Board Chair to execute for submission.
- d. **APPROVED:** The Board approved to authorize the Board Chair to approve to submit the Financial Statements and Independent Auditors' Reports for the period ending June 30, 2022.



- e. **APPROVED:** The Board approved to Renew the following Charter School Contract(s):
  - i. Lake County: Pinecrest Academy Four Corners #9027
- f. **APPROVED:** The Board approved to Ratify the Resolutions by the Board Chair:
  - i. Approved to request to receive a modification, as allowable per State Statute 1002.331 High-Performing Charter Schools, to the following charter school contracts:
    - 1. As newly designated High-Performing Charter Schools (designation letters attached), we hereby request the following contract terms be extended as described:
      - a. Miami-Dade County: Pinecrest North Preparatory (Fontainebleau Campus) #5004 – Extension of first renewal 5-year term to a 15-year term (*currently expires in 2027 | new expiration date 2037*).
      - b. Orange County: (1) Pinecrest Academy Avalon (*pka Pinecrest Collegiate Academy*) #0238 – Extension of the initial 5-year term to a 15-year term (*currently expires in 2023 | new expiration date 2033*) and (2) Pinecrest Collegiate Academy Middle High School Charter #0283 – Extension of the initial 5-year term to a 15-year term (*currently expires in 2024 | new expiration date 2034*)
      - c. Lake County: Pinecrest Academy Tavares #9039 – Extension of the initial 5-year term to a 15-year term (*currently expires in 2023 | new expiration date 2033*).
      - d. Brevard County: Pinecrest Academy Space Coast #6558 – Extension of the initial 5-year term to a 15-year term (*currently expires in 2025 | new expiration date 2035*)
- g. **APPROVED:** The Board approved to submit the following new charter school application(s); further approving the Board Chair the ability to authorize the submittal of any additional applications, as necessary:
  - i. Pinecrest South Pasco Middle- Pasco
  - ii. Pinecrest Wesley Chapel High School- Pasco
- h. **APPROVED:** The Board approved the GASP Charter Schools Engagement Letter with HLB Gravier, LLP.
- i. **APPROVED:** The Board approved the School Projects:
  - i. Pinecrest Academy Middle-High (PPMH) – Principal Estrada
    - 1. Requesting approval of Media Center Retrofit Project for an amount not to exceed \$112,000 (operating expense)
- j. **APPROVED:** The Board approved for the schools located in Lake County to adopt and follow the following district policies:
  - i. Code of conduct
  - ii. Pupil Progression Plan
  - iii. K-12 reading Plan
  - iv. 2023-2023 School Year Calendar
  - v. SP&P
- k. **APPROVED:** The Board approved for Pinecrest Academy Wesley Chapel:
  - i. to follow the Pasco Schools Site Threat Continuum;
  - ii. to adopt the Pasco County School District's Crisis Management Plan for the 2022-2023 School Year.
- l. **APPROVED:** The Board approved the 2022-2023 Active Assailant Response and Stabbing Procedures.
- m. **APPROVED:** The Board approved the 2022-2023 Family Reunification Plan.

*Motion to approve the consent agenda by Erin Demirjian; second by Shannie Sadesky; motion passed unanimously*



#### 4. ACTION & DISCUSSION ITEMS

- a. Items by the Board Chair (*Carlos Alvarez*)
  - i. 2021-2022 School Grades
- b. CIVICA Report
  - i. **APPROVED:** The Board reviewed and approved the Architectural, Engineering and Facilities Support Services Consulting Services from 7/1/2022 – 7/1/2023.  
*Motion to approve by Erin Demirjian; second by Shannie Sadesky; motion passed unanimously*
  - ii. Misc. Facility Updates
  - iii. Transmission Line Easement Area / SW 44th Street and 107 Ave
- c. Teacher Retention / Recruitment
  - i. Presentation by Ryan Shook
- d. Update by Doral College and the Doral Leadership Institute on Professional Development and Leadership Development by Judy Marty.
- e. Other Items by the Board, Staff, or ESP

#### 5. ANNOUNCEMENTS & NOTIFICATIONS

- a. Next Board Meeting: November 4<sup>th</sup> – Physical Location TBD. We highly encourage all Board Members and Staff to attend in person.

#### 6. ADJOURN MEETING

The undersigned hereby certifies that he/she is a Director and/or Officer of **PINECREST 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 individual charter schools sponsored by the said corporation.

The minutes were adopted by the Board of Directors at a meeting held on November 4, 2022.

**PINECREST ACADEMY, INC.**

A Florida not-for-profit corporation



*The Vision of Pinecrest Academy, Inc. is to empower lifelong learners with knowledge and values required for productive global leadership.*

### **Board of Directors**

Carlos Alvarez, *President & Board Chair (Present)*  
Juan Molina, *Director & Secretary (Present)*  
Shannie Sadesky, *Director & Treasurer (Present)*  
Erin Demirjian, *Director (Absent)*  
Albert Maillo, *Director & Student Alumnus (Present)*  
Sheila Gonzalez, *Director & Parent Representative (Present)*

Charles Gibson, Esq., Board Attorney *(Present)*

### **Meeting of the Board of Directors November 4, 2022**

*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 Miami-Dade, Orange, Lake, Pasco and Brevard Counties.*

### **MINUTES**

---

#### **1. OPENING EXERCISES**

- a. Call to Order at 11:18am
- b. A quorum was established

#### **2. PUBLIC COMMENT**

- a. Statement provided by Richard Blystone (Pinecrest Lakes in Claremont, Parent) is filed in the Board files for the Board's review.

#### **3. CONSENT AGENDA**

- a. **APPROVED:** The Board approved to adopt the minutes from the September 15, 2022 Board of Director's Meeting.
- b. **APPROVED:** The Board approved the Board Resolutions for Out of Field Waiver Assignments for the 2022-2023 school year; further authorizing the Board Chair to review and make necessary changes and execute for submission.

*Motion to approve the consent agenda by Albert Maillo; second by Sheila Gonzalez; motion passed unanimously*

#### **4. ACTION & DISCUSSION ITEMS**

- a. Items by the Board Chair (*Carlos Alvarez*)
  - i. Progress Monitoring Data for Pinecrest Academy Inc. (Florida) by Jessica Barr
  - ii. Overview of Pinecrest Orlando Summit
  - iii. Updating of Pinecrest Academy Inc. Corporate Improvement Plan
  - iv. **APPROVED:** The Board approved to designate Toni Ruperez as the Principal of Pinecrest Academy Four Corners, effective immediately.

*Motion to approve by Sheila Gonzalez; second by Shannie Sadesky; motion passed unanimously*



- b. Financial Report
  - i. **APPROVED:** The Board reviewed & approved the Revised 2022-2023 Annual Budgets.  
*Motion to approve by Sheila Gonzalez; second by Juan Molina; motion passed unanimously*
  - ii. Amy Nunez discusses teacher salaries, supplements, recognition funds and timelines.
  
- c. Discuss & Approval: Pinecrest Academy Glades Building 3 Extension of Terrace Project
  - i. Back up of the following have been provided:
    - 1. CM Team Project Budget
    - 2. GC Bids comparison is a PDF binder with GC proposals behind comparison.
    - 3. Project permit plans
  - ii. Project Description:
    - 1. This project is an extension of the existing terrace used for cafeteria spill out seating. This terrace extension will add 1,250 SF of additional seating area, and materials used will match the existing terrace.
  - iii. Project Status and Requests:
    - 1. The plans are being reviewed by Dade County building department and expect a permit within two weeks.
    - 2. It is important to approve the attached buildout budget.
    - 3. It is important to select a GC so the agreement can be prepared and be ready to start construction as soon as a permit is in hand. The GC's that provided bids are qualified to perform this work and have performed well on other schools.
    - 4. The completion of the work from start date to completion is estimated at 16 weeks. The reason I state estimated is due to the impact of the worldwide material shortage crisis's affecting materials on various industries and construction being on top of affected industries. An example of the crisis is that we are still waiting on AC RTU's on various schools that opened this year. We had to provide temporary solutions to building officials to allow schools to open on time.
    - 5. Once you provide the GC for the project, we request approval to work with GC to release the steel truss shop drawings before the owner and contractor agreement is executed. This approval will allow us to get a jump start on steel trusses shop drawing approval process and release the steel trusses for fabrication as fast as possible. By doing this process hopefully we can obtain a better delivery date from the manufacturer.
  - iv. **APPROVED:** The Board approved the Pinecrest Academy Glades Building 3 Extension of Terrace Project and further to award the project to Link Construction for approximately \$216,324.00.  
*Motion to approve by Sheila Gonzalez; second by Albert Maillo; motion passed unanimously*
  
- d. Other Items by the Board, Staff, or ESP
  - i. Review of Misc. Facility Projects by Rolando Llanes

## 5. ANNOUNCEMENTS & NOTIFICATIONS

- a. Next Board Meeting: February 9<sup>th</sup>

## 6. ADJOURNED MEETING AT 12:20PM

SIGNATURE SHEET ATTACHED



The undersigned hereby certifies that he/she is a Director and/or Officer of **PINECREST 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 individual charter schools sponsored by the said corporation.

The minutes were adopted by the Board of Directors at a meeting held on February 9, 2023.

**PINECREST ACADEMY, INC.**

A Florida not-for-profit corporation



*The Vision of Pinecrest Academy, Inc. is to empower lifelong learners with knowledge and values required for productive global leadership.*

### **Board of Directors**

Carlos Alvarez, *President & Board Chair (Present)*  
Juan Molina, *Director & Secretary (Present)*  
Shannie Sadesky, *Director & Treasurer (Present)*  
Erin Demirjian, *Director (Present)*  
Albert Maillo, *Director & Student Alumnus (Present)*  
Sheila Gonzalez, *Director & Parent Representative (Present)*

Charles Gibson, Esq., Board Attorney (*Absent*)

### **Meeting of the Board of Directors February 9, 2023**

*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 Miami-Dade, Orange, Lake, Pasco and Brevard Counties.*

### **MINUTES**

---

#### **1. OPENING EXERCISES**

- a. Called to Order at 11:24am
- b. Established a Quorum

#### **2. PUBLIC COMMENT**

- a. None

#### **3. CONSENT AGENDA**

- a. **APPROVED:** The Board approved the minutes from the November 4, 2022 Board of Director's Meetings.
- b. **APPROVED:** The Board approved the Board Resolutions for Out of Field Waiver Assignments for the 2022-2023 school year; further authorizing the Board Chair to review and make necessary changes and execute for submission.
- c. **APPROVED:** The Board approved to adopt the 2022-2023 Instructional Continuity Plan (ICP); public wishing to provide feedback are encouraged to do so, as stated on the cover page of the plan. Further directing all schools to post the adopted plan on their individual websites and to place a request for public feedback on their upcoming parent meeting agendas.
- d. **APPROVED:** The Board approved to Ratify the Amended and Restated Lease Agreement between Kendall Greens Property, LLC and Pinecrest Academy, Inc. (for the facility located at 15130 SW 80<sup>th</sup> Street, Miami, FL 33177).
- e. **APPROVED:** The Board approved the Out of State and/or Country Field Trip(s):
  - i. Pinecrest Academy Cove – Close Up, Washington D.C.



- f. **APPROVED:** The Board approved to Ratify the Resolutions and/or Actions by the Board Chair:
  - i. Approved the Line of Credit in the amount of \$3,000,000 with Regions Bank.
- g. **APPROVED:** The Board approved to authorize the Board Chair the ability to submit all necessary charter school contract amendment requests to their respective Sponsors for ratification at the next regular board meeting.
  - i. Amendment requests may include, but are not limited to, student contract capacity changes, name changes, change in location, change in grade levels and/or change in term.
- h. **APPROVED:** The Board approved to Receive and File the Financial Statements for the period ending December 31, 2022.

*Motion to approve the consent agenda by Sheila Gonzalez; second by Albert Maillo; motion passed unanimously*

#### 4. ACTION & DISCUSSION ITEMS

- a. Items by the Board Chair (*Carlos Alvarez*)
  - i. Pinecrest Academy Inc. Mid-Year Data Review
  - ii. Pinecrest Lakes High School- One year extension at Lake Sumter State College
  - iii. DLI Updates
    - 1. Audit guidance and future offerings on how to prepare for an audit
  - iv. Pinecrest West Summit Overview- Susie Dopico, Elaine Clemente
  - v. Cognia Accreditation- Corporate Improvement Plan/ Strategic Plan – System Objectives, Critical Initiatives Update- Christine McGuinn
  - vi. Updates on Central Florida schools and facility items by Fernando Barroso
- b. Financial Report (*Ana Martinez*)
  - i. **APPROVED:** The Board reviewed and approved the Financial Statements and Independent Auditors' Reports for the period ending June 30, 2022.  
*Motion to approve by Juan Molina; second by Albert Maillo; motion passed unanimously*
  - ii. **APPROVED:** The Board reviewed and approved the Year End Grants / Loans.  
*Motion to approve by Juan Molina; second by Albert Maillo; motion passed unanimously*
  - iii. **APPROVED:** The Board reviewed and approved the Financial Policy Manual.  
*Motion to approve by Sheila Gonzalez; second by Albert Maillo; motion passed unanimously*
- c. PPMH Gym Project
  - i. This gym addition is two story building with ground floor of 12,651 SF with ground floor parking area, stair access points and storage room and the 2<sup>nd</sup> floor with 12,651 SF of AC space for basketball court, training room, weight room, boys' and girls' bathrooms and lockers.
  - ii. The plans have been submitted to the building department using private provide for building department plan review and for inspections services required by county during construction. The team expects an approved permit in about 60 to 90 days which will allow for a May 1<sup>st</sup> start of construction with an estimated completion of December 2023.
  - iii. The permit submission plans were used by CamCon to obtain the current market construction hard and site work costs of 6,683,086 which include 533,505 for material escalation due to shortages worldwide, payment and performance bond cost of 115,074, and cost to provide soils remediation at 253,000. In addition to CamCon cost are items paid by owner such as Daikin AC equipment, PA system finishes, athletic equipment and exterior building sign for \$908,808 for total construction costs of \$7,591,894; budget reflects \$8,404,306.
  - iv. In addition to construction cost there are developer cost that the owner pays for items such as architectural and CIVIL engineering fees, permit fees and expediting permit fees, testing and inspections, development management fees, soft and hard cost contingency. See attached project buildout budget which includes all project costs except for land and legal fees.
  - v. Included in the board packet, are the floor plans and elevations for reference.
  - vi. Alina states that she has met with administration and the school is prepared to make budget cuts, as necessary, due to the additional costs. It is discussed to possibly request a higher zoning student limit with the county in the future.





- vii. **APPROVED:** The Board approved the Pinecrest Preparatory Middle High Gym Build-Out Project for approx. \$8,400,000 (\$8,404,306).
1. Agenda reflected \$7,600,000 based on item 4ciii. However, this amount was updated to \$8,404,306 per the attached budget.

*Motion to approve by Sheila Gonzalez; second by Albert Maillo; motion passed unanimously*

- d. Other Items by the Board, Staff, or ESP

## 5. ANNOUNCEMENTS & NOTIFICATIONS

- a. Next Board Meeting: April 13<sup>th</sup>

## 6. ADJOURNED MEETING AT 12:23PM

The undersigned hereby certifies that he/she is a Director and/or Officer of **PINECREST 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 individual charter schools sponsored by the said corporation.

The minutes were adopted by the Board of Directors at a meeting held on April 25, 2023.

**PINECREST ACADEMY, INC.**

A Florida not-for-profit corporation



*The Vision of Pinecrest Academy, Inc. is to empower lifelong learners with knowledge and values required for productive global leadership.*

### **Board of Directors**

Carlos Alvarez, *President & Board Chair (Present)*  
Juan Molina, *Director & Secretary (Absent)*  
Shannie Sadesky, *Director & Treasurer (Absent)*  
Erin Demirjian, *Director (Present)*  
Albert Maillo, *Director & Student Alumnus (Present)*  
Sheila Gonzalez, *Director & Parent Representative (Present)*

Charles Gibson, Esq., Board Attorney (*Absent*)

### **Meeting of the Board of Directors April 25, 2023**

*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 Miami-Dade, Orange, Lake, Pasco and Brevard Counties.*

### **MINUTES**

---

#### **1. OPENING EXERCISES**

- a. Meeting Called to Order at 11:15am
- b. Established a Quorum
- c. Motion to move items 4b and 4d

#### **2. PUBLIC COMMENT**

- a. None

#### **3. CONSENT AGENDA** - *All items listed were enacted by one motion.*

- a. **APPROVED:** The Board approved to adopt the minutes from the February 9, 2023 Board of Director's Meetings.
- b. **APPROVED:** The Board approved the Board Resolutions for Out of Field Waiver Assignments for the 2022-2023 school year; further authorizing the Board Chair to review and make necessary changes and execute for submission.
- c. **APPROVED:** The Board approved the Out of State and/or Country Field Trip(s):
  - i. VEX Robotic IQ World Championships in Dallas
  - ii. Pinecrest Academy South - May 1-5. We are taking 10 (3 teams) students.
  - iii. Pinecrest Academy Glades - High School 4/24/23-4/28/23 | Middle School 4/26/23 – 4/30/23.
  - iv. PPMH – 4/26 – 4/39; 3 students will be attending.
  - v. Pinecrest Academy Lakes – 4 middle school students attending
  - vi. Pinecrest North Prep – 4 students
- d. **APPROVED:** The Board approved to Receive and File the Financial Statements for the period ending December 31, 2022.
- e. **APPROVED:** The Board approved to Ratify the CPI Adjustments to Fixed Rents Under Various Charter School Facility Leases with misc. Landlords.



- f. **APPROVED:** The Board approved to Ratify the Subordination, Non-Disturbance, and Attornment Agreement between:
  - i. Avalon Park School Initiative IV JV, LLC and Pinecrest Academy, Inc. and EB-5 Charter School Florida VI, LP
  - ii. Avalon Park School Initiative IV JV, LLC and Pinecrest Academy, Inc. and EB-5 Charter School Redeployment Fund, LLC
- g. **APPROVED:** The Board approved to Ratify the Resolutions and/or Actions by the Board Chair:
  - i. Approved to request an amendment to the charter school contract for Pinecrest Cove Academy (#5049) to increase student contract capacity, as a High- Performing Charter School.
  - ii. Approved to request an amendment to the charter school contract of Pinecrest Academy Wesley Chapel #4332 to increase the student contract capacity to 1400 students, effective the 2023-2024 school year.
- h. **APPROVED:** The Board approved to Ratify the 2023 Annual Report.
- i. **APPROVED:** The Board approved the Teacher Certificate Extension Requests, as submitted.

*Motion to approve the consent agenda by Erin Demirjian; second by Sheila Gonzalez; motion passed unanimously*

#### 4. ACTION & DISCUSSION ITEMS

- a. Items by the Board Chair (*Carlos Alvarez*)
  - i. Would like to implement principal reports at meetings next year, so principals can share highlights of their schools; they can rotate for each meeting.
- b. Legislative Update (*Julio Robaina*)
  - i. 2 weeks away from the end of session; budget conference started this week; anticipating an increase in funding; HB1 passed and now discussions taking place regarding funding; discussed cross district funding; PK articulation to Kinder.
- c. Colegia Report (*Antonio Roca*)
- d. Facilities Report (*Rolando Llanes*)
  - i. Ryan Reeves from Nevada was present to report on new school openings.
  - ii. Pinecrest Middle High gymnasium should be permitted within the next week; approx. 11 month construction project
  - iii. Pinecrest Space Coast Phase 2
  - iv. Pinecrest North Fontainebleau Phase 3 – addition of classroom wing and gymnasium; bids under review; permit with the next few months.
  - v. Pinecrest Glades turf installation; working on construction plans for phase 4 which includes a gymnasium and lecture hall.
  - vi. Pinecrest Cove – Site plan approval process in the county now under review; hearing date unknown but should be within the next couple of months; will need support to attend the hearing.
  - vii. Pinecrest Wesley Chapel – future phase of high school which will be adjacent to existing building
  - viii. 2 school projects were requested for approval
    - 1. **APPROVED:** The Board approved the Pinecrest Academy Cove Office Project for approximately \$42,750.
      - a. Confirmation received that this would not impede the master expansion plan of the campus.  
*Motion to approve by Sheila Gonzalez; second by Alberto Maillo; motion passed unanimously*
    - 2. **APPROVED:** The Board approved the Pinecrest North Prep Fontainebleau Courtyard Project (synthetic grass) subject to the verification that it does not affect the master plan.
      - a. Gema Martin would like to further review to ensure that this project will not impede the expansion approvals underway; she would like to discuss with the scope of the work with the contractors; it is noted that there is still an open TCO for this site.  
*Motion to approve by Alberto Maillo; second by Sheila Gonzalez; motion passed unanimously*



- e. Financial Report (*Alina Chester / Ana Martinez*)
  - i. Alina reports on the ongoing budget meetings with Principals; a retrofit is needed at Pinecrest Creek which will allow additional students; the Board had originally approved the project via the approved budget for \$40, however we are awaiting updated, current project budget.
- f. Other Items by the Board, Staff, or ESP
  - i. CRC for Pinecrest North Prep High School on Friday 4/28 (see attached)

## 5. ANNOUNCEMENTS & NOTIFICATIONS

- a. Next Board Meeting: June 6<sup>th</sup> (Annual Meeting)

## 6. ADJOURNED MEETING AT 12:18PM

The undersigned hereby certifies that he/she is a Director and/or Officer of **PINECREST 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 individual charter schools sponsored by the said corporation.

The minutes were adopted by the Board of Directors at a meeting held on June 6, 2023.

**PINECREST ACADEMY, INC.**

A Florida not-for-profit corporation



*The Vision of Pinecrest Academy, Inc. is to empower lifelong learners with knowledge and values required for productive global leadership.*

### **Board of Directors**

Carlos Alvarez, *President & Board Chair (Present)*  
Juan Molina, *Director & Secretary (Absent)*  
Shannie Sadesky, *Director & Treasurer (Absent)*  
Erin Demirjian, *Director (Present)*  
Albert Maillo, *Director & Student Alumnus (Present)*  
Sheila Gonzalez, *Director & Parent Representative (Present)*

Charles Gibson, Esq., Board Attorney *(Present)*

### **Meeting of the Board of Directors June 6, 2023**

*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 Miami-Dade, Orange, Lake, Pasco and Brevard Counties.*

### **MINUTES**

---

#### **1. OPENING EXERCISES**

- a. Called to Order at 11:14am
- b. A quorum was established

#### **2. PUBLIC COMMENT**

- a. Written Public Comment - Michelle Juarbe - Pinecrest Space Coast

#### **3. CONSENT AGENDA**

- a. **APPROVED:** The Board approved to adopt the minutes from the April 25, 2023 Board of Director's Meetings.
- b. **APPROVED:** The Board approved to Receive and File the Financial Statements for the period ending March 31, 2023.
- c. **APPROVED:** The Board approved to Ratify the Resolutions and/or Actions by the Board Chair:
  - i. Approved to appoint Victoria Larrauri as the Principal of Pinecrest Academy North Preparatory High School #7079.
  - ii. Approved to amend the name of Pinecrest Academy South Pasco to Pinecrest Academy Connerton.
- d. School Project(s) – None on consent.
- e. **APPROVED:** The Board approved the Annual Ratification & Reapproval of Board Governance Policies (*Conflict of Interest (each Board Member is required to sign and return the written acceptance form), Ethics, Whistle Blower, Bylaws*).
- f. **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*).



- g. **APPROVED:** The Board approved the Annual Ratification & Reapproval of School Safety Policies & Procedures, including: (*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*).
- h. **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”.
- i. **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.
- j. **APPROVED:** The Board approved the Board Members and Officers for the 2023-2024 School Year:
- i. Carlos Alvarez, *President & Board Chair*
  - ii. Juan Molina, *Director & Secretary*
  - iii. Shannie Sadesky, *Director & Treasurer*
  - iv. Erin Demirjian, *Director (Present)*
  - v. Albert Maillo, *Director & Student Alumnus*
  - vi. Sheila Gonzalez, *Director & Parent Representative*
- k. **APPROVED:** The Board approved to Accept the Annual Family Educational Rights and Privacy Act (FERPA) Notice for Directory Information.
- l. **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.
- m. **APPROVED:** The Board approved the Wellness Policy.
- n. **APPROVED:** The Board approved the 2023-2024 Parent Involvement Representatives.
- i. Further approving to designate Jeanette Nunez or Fernando Barroso (respectively) as the Conflict Resolution Person, in the event the Parent Involvement Representative is unable to assist.
- o. **APPROVED:** The Board approved to utilize the Doral Leadership Institute Consortium of Public Charter Schools Instructional Personnel Evaluation System and School Administrator Evaluation System for the 2023-2024 school year.
- p. **APPROVED:** The Board approved to Renew the following charter school contract(s):
- i. Pinecrest Collegiate Academy Middle High School Charter #0283 (Orange County)
- q. **APPROVED:** The Board approved the Preliminary Board of Directors Meeting Schedule for the 2022-2023 School Year.
- r. **APPROVED:** The Board approved the expenditure (by Pinecrest Academy Lakes) to Llopiz Wizel Law Firm in an amount not to exceed \$33,000 for representation related to Case No.: 23-1105E, Division of Administrative Hearings, State of Florida (DOAH) (see attached budget in anticipation of the legal activities in the DOAH proceeding)
- s. **APPROVED:** The Board approved to adopt the Pinecrest Academy Wesley Chapel K-12 2023-2024 Comprehensive Evidence-Based Reading Plan Template.
- t. **APPROVED:** The Board approved the submittal of the Teacher Salary Increase Allocation Plans.

*Motion to approve the consent agenda by Albert Maillo; second by Sheila Gonzalez; motion passed unanimously*



#### 4. ACTION & DISCUSSION ITEMS

- a. Items by the Board Chair (*Carlos Alvarez*)
  - i. **APPROVED:** The Board approved the following new Principal Positions:
    1. Pinecrest Academy (North Campus) – Ailin Marrero
    2. Pinecrest Academy Avalon & Pinecrest Collegiate Academy Middle High School Charter – Jessica Brown
    3. Pinecrest Academy Space Coast – Heather Barringer
    4. Pinecrest Academy Wesley Chapel High School – Aimee Mielke

*Motion to approve by Sheila Gonzalez; second by Albert Maillo; motion passed unanimously*
  - ii. PM1 to PM3 Data - Academic Growth by Jessica Barr
  - iii. High School Graduation Rates
  - iv. Pinecrest Inc. Community Service
  - v. Outreach 22-23 highlights
  - vi. Highlight of applications for 23-24
  - vii. Pinecrest Academy Inc. 2022-2023
  - viii. Teacher of the Year Reception
  - ix. Pinecrest Academy Prep Orlando Facility Lease and Projects
- b. Academica / Colegia Report
  - i. **APPROVED:** The Board reviewed and approved to Renew the ESP Agreement with Academica, further authorizing the Board Chair to continue negotiations (as necessary) and execute.

*Motion to approve by Albert Maillo; second by Sheila Gonzalez; motion passed unanimously*
  - ii. **APPROVED:** The Board reviewed and approved the Colegia Software License Agreement.

*Motion to approve by Albert Maillo; second by Sheila Gonzalez; motion passed unanimously*
- c. Financial Report
  - i. **APPROVED:** The Board reviewed and approved the Final 2022-2023 Annual Budgets.

*Motion to approve by Sheila Gonzalez; second by Albert Maillo; motion passed unanimously*
  - ii. **APPROVED:** The Board reviewed and approved the Proposed 2023-2024 Annual Budgets.

*Motion to approve by Sheila Gonzalez; second by Albert Maillo; motion passed unanimously*
- d. School Projects
  - i. Pinecrest North Prep Phase 3 Gym - Science Rooms FFE
    1. Gym – Recommending SSE \$287k (lowest bidder)
    2. Science Rooms – Recommending Mark Products \$137k (lowest bidder)
    3. **APPROVED:** The Board approved the Pinecrest North Prep Phase 3 FFE Purchases, as discussed.

*Motion to approve by Albert Maillo; second by Sheila Gonzalez; motion passed unanimously*
  - ii. Pinecrest Academy Creek – Classroom Retrofit Project for \$60k (*previously approved as included in budget for \$50k*)
- e. Insurance Renewal / Risk Sharing Agreement
  - i. Board Counsel, Charles Gibson, reviews the item. 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.
    1. **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 Albert Maillo; second by Sheila Gonzalez; motion passed unanimously*
- f. Other Items by the Board, Staff, or ESP



5. **ANNOUNCEMENTS & NOTIFICATIONS**

- a. Reminder to complete the Annual ESP Survey for Governing Board Members & Administrators.

6. **ADJOURNED MEETING AT 12:21PM**

The undersigned hereby certifies that he/she is a Director and/or Officer of **PINECREST 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 individual charter schools sponsored by the said corporation.

The minutes were adopted by the Board of Directors at a meeting held on September 14, 2023.

**PINECREST ACADEMY, INC.**

A Florida not-for-profit corporation