



*The Mater Academy vision is to provide exemplary educational choices by offering an innovative college preparatory curriculum; empowering confident leaders of tomorrow.*

**Mater Academy, Inc.  
Meeting of the Board of Directors  
July 20, 2021**

**Directors**

Cesar Christian Crousillat, Board Chair *(Present)*  
Shannie Sadesky, Vice-Chair *(Present)*  
Idalia Suarez, Secretary *(Present)*  
Maurene Sotero Balmaseda *(Absent)*  
Maria Beatriz (“Betty”) Nuñez *(Present)*

Roberto Blanch, Esq., President *(Present)*  
Judith Marty, Chief Academic Officer *(Present)*  
Joseph L. Raia, Esq., Counsel for Mater Academy, Inc. *(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 Miami-Dade County.*

**Minutes**

**1. OPENING EXERCISES**

- a. Called to Order
- b. Established Quorum

**2. PUBLIC COMMENT**

- a. There were no comments by the public.

**3. CONSENT AGENDA**

- a. **APPROVED:** The Board approved the Minutes from the June 15, 2021 Board of Directors Meetings.
- b. **APPROVED:** The Board approved the 2021-2022 Parent Involvement Representatives.
- c. **APPROVED:** The Board approved to ratify the approval of the Mental Health Plans for the individual schools.
- d. **APPROVED:** The Board approved the Resolution(s) for Out of Field Waiver(s) for Instructional Personnel with Out of Field Assignments.
- e. **APPROVED:** The Board approved to authorize the appeal of the denial of Mater Academy Hills and Mater Academy Hills Middle School by Hillsborough County Public Schools.
- f. **APPROVED:** The Board approved to Ratify the re-submittal of two new charter school applications (K-5 and 6-8) in Hillsborough County.



- g. **APPROVED:** The Board approved the Title 1 Budget Appropriation Details Form for the 2021-2022 School Year for the individual and eligible schools; further approving them to be executed by Kim Guilarte as Chief Operating Officer.

*Motion to approve the consent agenda by C. Crousillat; second by Idalia Suarez; motion passed unanimously*

#### 4. ACTION & DISCUSSION ITEMS

a. President & Board Counsel Items *(Roberto Blanch & Joe Raia)*

i. Schools of Hope Update

1. Discussed recent denials in Hillsborough and updated on agreements in Miami-Dade.
2. **APPROVED:** The Board ratified and approved the execution of the 7 Performance Based Agreements approved by the School Board in April.

*Motion to approve by C.Crousillat; second by Shannie Sadesky; motion passed unanimously*

ii. CSP Budget Report and Ratification

1. An extension was granted due to the pandemic.
2. **APPROVED:** The Board ratified and approved the CSP Budget.

*Motion to approve by Idalia Suarez; second by Shannie Sadesky; motion passed unanimously*

iii. Update on Bond Issuance

iv. Acquisition of Mater Biscayne and updates on insurance

1. The closing occurred and was successful.
2. **APPROVED:** The Board approved the resolution authorizing President to identify and obtain insurance as necessary to fully cover the facilities and ratify action taken to date.

*Motion to approve by Shannie Sadesky; second by C. Crousillat; motion passed unanimously*

v. Brickell Construction Update

1. Authorize President to review and approve changes to design of facility, assert all applicable claims, and negotiate solution resulting from a surveyor error; and ratify decisions actions taken to date in connection with those proposed revisions, claims and negotiations.

vi. **APPROVED:** The Board approved to authorize President to execute (and negotiate as needed) the terms of a Usage Agreement that will allow Mater to share the SLAM facility and to pay its proportionate share of costs – percentage to be based on number of Mater students enrolled in the facility.

*Motion to approve by C. Crousillat; second by Shannie Sadeksy; motion passed unanimously*

vii. **APPROVED:** The Board the Resolution authorizing the negotiation and execution of amendments to the lease for 998 SW 1 Street (due to building being dormant for approx. one year).

*Motion to approve by C. Crousillat; second by Shannie Sadeksy; motion passed unanimously*

viii. Construction update on Mater Academy Preparatory High School

1. Schedule is in jeopardy because work on the right of way/exit lane from Reeves Road to the “drive way” from Reeves Road to the elementary school, has not begun. Hold up is that the adjacent pre-school has not yet given the county a deed to its part of the right of way. We are pursuing two strategies – pushing to get the deed from the pre-school and negotiating an “intersection agreement” that requires posting a bond but allows construction to proceed.



2. **APPROVED:** The Board, on behalf of Mater Academy Preparatory High School, approved to resolve, that the Corporation grant to Osceola County, Florida, or applicable governmental units located therein, portions of the real property owned by the Corporation fronting on Reaves Road for additional right-of-way (including for utilities) to support and allow development the Corporation's property, and Resolved Further, that the President of the Corporation is hereby authorized to execute all such documents and instruments in support of the foregoing, including deeds to portions of the Corporation's real property for right-of-way purposes.

*Motion to approve by C. Crousillat; second by Idalia Suarez; motion passed unanimously*

ix. Senate Bill 590 - Board Policy Regarding Involuntary Examinations

1. Each charter school governing board is required to adopt a policy and procedures for parent/guardian notification prior to the removal of a minor student for an involuntary examination. FCPCS' legal advisor has drafted a model board policy, *Policy Regarding Involuntary Examinations*, available only to our member schools. This policy can be adopted by the charter governing board to address and comply with SB 590 and amended Section 1002.33(9)(q), Florida Statutes.
2. **APPROVED:** The Board approved to adopt the Board Policy Regarding Involuntary Examinations as amended by Board Counsel.

*Motion to approve by C. Crousillat; second by Shannie Sadesky; motion passed unanimously*

x. **APPROVED:** The Board discussed and approved the following Organization Changes:

1. Creation of Chief Operating Officer position to include the functions and duties of Chief Academic Officer (CAO) and additional responsibilities. Draft proposed job description attached.
2. Appointment of Kim Guilarte as COO, Mater Academy
3. Departure of Judy Marty as CAO, Mater Academy to begin her new role as President, Doral College.

*Motion to approve by C. Crousillat; second by Shannie Sadesky; motion passed unanimously*

b. Report by the Chief Academic Officer (*Judy Marty*)

- i. Instructional Continuity Plan (ICP) training in August
- ii. Mental Health Plan(s) Update
- iii. Title 2 Update

c. Additional Items by the Board, Principals or Academica

- i. Update on Mater Academy Virtual enrollment and newly added grade levels

5. **ANNOUNCEMENTS & NOTIFICATIONS**

- a. Next Board Meeting: August 12<sup>th</sup>

6. **ADJOURNED MEETING**



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MATER ACADEMY

ALMA MATER STUDIORUM

The undersigned hereby certifies that he/she is an Officer of MATER 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 September 2, 2021.



*The Mater Academy vision is to provide exemplary educational choices by offering an innovative college preparatory curriculum; empowering confident leaders of tomorrow.*

**Mater Academy, Inc.  
Meeting of the Board of Directors  
September 2, 2021**

**Directors**

Cesar Christian Crousillat, Board Chair *(Present)*  
Shannie Sadesky, Vice-Chair *(Absent)*  
Idalia Suarez, Secretary *(Present)*  
Maurene Sotero Balmaseda *(Absent)*  
Maria Beatriz (“Betty”) Nuñez *(Present)*

Roberto Blanch, Esq., President *(Present)*  
Kim Guilarte, Chief Operating Officer *(Present)*  
Joseph L. Raia, Esq., Counsel for Mater Academy, Inc. *(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 Miami-Dade County.*

**Minutes**

**1. OPENING EXERCISES**

- a. Called to Order
- b. Established a Quorum

**2. PUBLIC COMMENT**

- a. None

**3. CONSENT AGENDA**

- a. **APPROVED:** The Board approved the Minutes from the July 20, 2021 Board of Directors Meeting.
- b. **APPROVED:** The Board approved the Board Resolutions for Out of Field Waiver Assignments for the 2021-2022 school year; further authorizing the Chief Operating Officer to review and make necessary changes and execute for submission.
- c. **APPROVED:** The Board approved the Individual Charter School Title I Budget Appropriation Details Forms for the 2021-2022 school year for the Title 1 distinguished schools; further authorizing the Chief Operating Officer to review and make necessary changes and execute for submission.
- d. **APPROVED:** The Board approved the Teacher Salary Increase Allocation Plans; further authorizing the Chief Operating Officer to execute for submission.



## MATER ACADEMY

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- e. **APPROVED:** The Board approved to renew the following charter school contracts:
  - i. Mater Virtual Academy (6997) charter school contract for a five-year term; further approving to increase student contract capacity.
  - ii. iMater Academy (5384) charter school contract for a five-year term.
- f. **APPROVED:** The Board approved to Ratify the following Resolutions by the Board Chair:
  - i. Approved to authorize Ms. Kim Guilarte (Chief Operating Officer) the ability to execute, on behalf of the Board of Directors, all academic / education items and deliverables due to the individual sponsors, including but not limited to Out of Field Waivers, Employee Contracts, School Improvement Plans, Title 1 Budgets, District / State Deliverables, etc...
- g. **APPROVED:** The Board approved to authorize the Board Chair and/or Chief Operating Officer the ability to approve and authorize the Principals to submit the Instructional Continuity Plans (ICP) by the required due date.
- h. **APPROVED:** The Board approved to Ratify the decision for the identified schools to “opt-in” to receive a 2020-2021 School Grade.
- i. **APPROVED:** The Board approved the request for two-year extension of teacher temporary certificate.

*Motion to approve the consent agenda by Idalia Suarez; second by C. Crousillat; motion passed unanimously*

#### 4. ACTION & DISCUSSION ITEMS

- a. President & Board Counsel Items (*Roberto Blanch & Joe Raia*)
  - i. Review of bids for construction contracts for the new parking lot at the 998 SW 1<sup>st</sup> Street campus.
    - 1. 3 bids have been identified which are favorable to be considered; Mike Balais provides a summary of the bids; although Campus Construction is the lowest bidder they did not fare as well, due to past experience (time delays and quality); recommending either CamCon or OHL. Mater has worked with CamCon in the past and OHL has been trying to do work;
    - 2. Mr. Blanch reminds the Board that Campus worked on the Mater MH Stem building in which there were delays and other issues. He further discloses that CamCon is owned by a cousin of his, however Mr. Blanch has no financial interest in the company and reminds that he does not vote.
    - 3. Rolando Llanes agrees with Mr. Balais' assessment. He further points out that all 3 bids are below the budgeted amount.
    - 4. Board Chair Crousillat asks if the timeline is the same for each; Mr. Balais responds that it is. He asks for a comparison in company size between CamCon and OHL; Mr. Llanes believes CamCon may be a little smaller, but history with working with them he has never experienced an issue with manpower or availability. Based upon price and performance, Mr. Crousillat recommends to go with CamCon. He would like to see that Campus be provided smaller jobs to be able to work their way back up again.
    - 5. **APPROVED:** The Board approved to accept the quote and to negotiate a construction contract with CamCon for the parking lot project located at the 998 SW 1<sup>st</sup> Street campus.  
*Motion to approve the C. Crousillat; second by Betty Nunez; motion passed unanimously*
    - 6. Discussed need for an estimate for the building construction of this site in order to meet the schedule and the requirements of the bond financing.
  - ii. **APPROVED:** The Board approved to authorize the President to meet with the bond team to assess the schedule for the bonds, the schedule for the prospective approval of the Mater Bay construction project,



and to determine how to best coordinate the potential inclusion of the Mater Bay project in the bond deal.

*Motion to approve by C.Crousillat; second by Idalia Suarez; motion passed unanimously*

- b. Review & Approval of CMO Budget Revision
  - i. Frank Jimenez reviews the budget revisions and updates on reimbursements; submitting for employee salaries and benefits; working with ADP on necessary reporting requirements.
- c. Misc. Facility / Construction Updates by Rolando Llanes
- d. Updates by Kim Guilarte, Chief Operating Officer
- e. Additional Items by the Board, Principals or Academica

5. **ANNOUNCEMENTS & NOTIFICATIONS**

6. **ADJOURNED MEETING**

The undersigned hereby certifies that he/she is an Officer of MATER 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 October 18, 2021.



*The Mater Academy vision is to provide exemplary educational choices by offering an innovative college preparatory curriculum; empowering confident leaders of tomorrow.*

**Mater Academy, Inc.  
Meeting of the Board of Directors  
October 18, 2021**

**Directors**

Cesar Christian Crousillat, Board Chair *(Present)*  
Shannie Sadesky, Vice-Chair *(Present)*  
Idalia Suarez, Secretary *(Present)*  
Maurene Sotero Balmaseda *(Absent)*  
Maria Beatriz (“Betty”) Nuñez *(Present)*

Roberto Blanch, Esq., President *(Present)*  
Kim Guilarte, Chief Operating Officer *(Present)*  
Joseph L. Raia, Esq., Counsel for Mater Academy, Inc. *(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 Miami-Dade County.*

**Minutes**

**1. OPENING EXERCISES**

- a. Called to Order at 12:01pm
- b. Established a Quorum

**2. PUBLIC COMMENT**

- a. None

**3. CONSENT AGENDA**

- a. **APPROVED:** The Board approved the Minutes from the September 9, 2021 Board of Directors Meeting.
- b. **APPROVED:** The Board approved Board Resolutions for Out of Field Waiver Assignments for the 2021-2022 school year; further authorizing the Chief Operating Officer to review and make necessary changes and execute for submission.
- c. **APPROVED:** The Board approved the Individual Charter School Title I Budget Appropriation Details Forms for the 2021-2022 school year for the Title 1 distinguished schools; further authorizing the Chief Operating Officer to review and make necessary changes and execute for submission.
- d. **APPROVED:** The Board approved to Receive & File the Financial Statements for the period ending September 30, 2021.
- e. **APPROVED:** The Board approved the CIVIA Agreement for Architectural, Engineering and Facilities Support Services from 7/1/2021-7/1/2022.





MATER ACADEMY

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- f. **APPROVED:** The Board approved the Out of State and/or Country Field Trips (as attached) for:
  - i. Mater Academy Middle/High/Performing Arts
- g. **APPROVED:** The Board approved to authorize the Chief Operating Officer the ability to execute and submit the Charter School Policies Affirmation form as required by M-DCPS.
- h. **APPROVED:** The Board approved the request for two-year extension of teacher temporary certificate.
- i. **APPROVED:** The Board approved to authorize the schools to utilize a State-Approved System for Teacher Observation and Evaluations for the 2021-2022 School Year.

*Motion to approve the consent agenda by C. Crousillat; second by Idalia Suarez; motion passed unanimously*

#### 4. ACTION & DISCUSSION ITEMS

- a. Report & Items by the President and Board Counsel (*Roberto Blanch & Joe Raia*)
  - i. Update on bond transaction; aiming for a November issuance date; Mater Bay construction to be included, however with the permission to be removed if need be as still working on approvals from Town of Cutler Bay. Update on construction projects, including Kiwanis project, Brickell, Mater Lakes 5 acres. Rolando Llanes provides additional details on forementioned projects, as well as Davenport, Lake Nona (Orange County), Tory Pine, Biscayne (interior retrofit) (discussed interior doors and combination locks to enter), Liberty Square, Avenir (PBC), Hialeah Park
  - ii. **APPROVED:** The Board approved the Resolution confirming Chris' authority to sign final mylar for Innovations Plat for Brickell (signed last March).  
*Motion to approve by Idalia Suarez; second by Betty Nunez; motion passed unanimously*
  - iii. **APPROVED:** The Board approved the have the Lake Nona charter contact issued to Mater Academy Central, Inc. as opposed to Mater Academy, Inc.  
*Motion to approve by Idalia Suarez; second by Shannie Sadesky; motion passed unanimously*
- b. Report & Items by the Chief Operating Officer (*Kim Guilarte-Gil*)
  - i. Mentions that Principals of new schools opening in August 2022 are concerned with completion dates.
  - ii. Requests that all Principals contact her off-line to advise if they will be in attendance at the upcoming Academica conference.
- c. Financial Report (*Ana Martinez*)
  - i. **APPROVED:** The Board reviewed and approved to Receive & File the Financial Statements and Independent Auditors' Reports for the period ending June 30, 2021.
  - ii. **APPROVED:** The Board reviewed and approved to Ratify all Year-End Grants and Loans for the period ending June 30, 2020.  
*Motion to approve the financial report by C. Crousillat; second by Idalia Suarez; motion passed unanimously*
- d. **APPROVED:** The Board reviewed and approved the Agreement for Updated Payment Schedule for Educational Services with Doral College; further authorizing the President the ability to amend the payment deadline date, if necessary.  
*Motion to approve by C. Crlousilat; second by Idalia Suarez; motion passed unanimously*



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MATER ACADEMY

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ALMA MATER STUDIORUM

- e. Additional Items by the Board, Principals or Academica
  - i. Ryan Kairalla provides an update on the trademark applications which he has submitted on behalf of Mater's request.
  - ii. Julio Robaina announces that Christina Perdomo will be leaving Academica; she will be missed as she was a long time and respected member of our team.

5. **ANNOUNCEMENTS & NOTIFICATIONS**

- a. Next Board Meeting - December 16<sup>th</sup>

6. **ADJOURNED MEETING AT 12:49PM**

*Motion to adjourn by C. Crousillat; second by Idalia Suarez; motion passed unanimously*

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The minutes were adopted by the Board of Directors at a meeting held on November 4, 2021.



*The Mater Academy vision is to provide exemplary educational choices by offering an innovative college preparatory curriculum; empowering confident leaders of tomorrow.*

**Mater Academy, Inc.  
Meeting of the Board of Directors  
November 4, 2021**

**Directors**

Cesar Christian Crousillat, Board Chair *(Present)*  
Shannie Sadesky, Vice-Chair *(Present)*  
Idalia Suarez, Secretary *(Present)*  
Maurene Sotero Balmaseda *(Absent)*  
Maria Beatriz (“Betty”) Nuñez *(Present)*

Roberto Blanch, Esq., President *(Present)*  
Kim Guilarte, Chief Operating Officer *(Present)*  
Joseph L. Raia, Esq., Counsel for Mater Academy, Inc. *(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 Miami-Dade County.*

**Minutes**

**1. OPENING EXERCISES**

- a. Called to Order at 10:09am
- b. Established a Quorum

**2. PUBLIC COMMENT**

- a. None

**3. CONSENT AGENDA**

- a. **APPROVED:** The Board approved the Minutes from the October 18, 2021 Board of Directors Meeting.
- b. **APPROVED:** The Board approved the Board Resolutions for Out of Field Waiver Assignments for the 2021-2022 school year; further authorizing the Chief Operating Officer to review and make necessary changes and execute for submission.
- c. **APPROVED:** The Board approved the Individual Revised Charter School Title I Budget Appropriation Details Forms for the 2021-2022 school year for the Title 1 distinguished schools; further authorizing the Chief Operating Officer to review and make necessary changes and execute for submission.

*Motion to approve the consent agenda by Idalia Suarez; second by Shannie Sadesky; motion passed unanimously*

**4. ACTION & DISCUSSION ITEMS**

- a. Report & Items by the President and Board Counsel *(Roberto Blanch & Joe Raia)*



## MATER ACADEMY

ALMA MATER STUDIORUM

- i. President Blanch and David Cohen provide the Board an overview of the bond transactions and the properties involved. Mr. Cohen provides the Board an explanation of the documents provided; he reads the resolution into the record for the sake of the Board.

1. **APPROVED:** The Board approved the resolution as provided.

*Motion to approve by Shannie Sadesky; second by*

- ii. Discussed Kiwanis high construction costs – school’s lease rate would be dramatically higher than other lease rates or potential lease rate increases for other schools to cover the costs or provide a grant for the school for approx. \$5M; it is discussed involving the Principals of the affected schools to be advised so that they can work on their budgets.

1. Motion by Idalia Suarez to authorize the President to review options financially and report back to the Board for ratification of final plan; second by Shannie.

2. **APPROVED:** The Board approved the bond documents and actions subject to final ratification of above discussed plan.

*Motion to approve by Idalia Suarez; second by Shannie Sadesky; motion passed unanimously*

- iii. Actions needed to close the bond deal and allow MAF to move forward with construction:

1. Approve the new leases for 600 W 20<sup>th</sup>, 8003 NW 103<sup>rd</sup>, and lease amendments for 998 SW 1<sup>st</sup> and 22025 NW 87<sup>th</sup> (and possibly 8851 NW 170<sup>th</sup> if enrollment adjustment is required); subject to final approval of rent amounts.
    2. Approve the issuance of the bonds, including approving the use of the preliminary and final official statements, and authorize Board Chair or other officer/director to sign everything
    3. There may be enough information to make decision on changing hardware for classroom doors to include locks?

- iv. Actions needed to close the bond deal:

1. Approve the issuance of the bonds, including approving the use of the preliminary and final official statements, and authorize President or other officer/director to sign everything

- b. Report & Items by the Chief Operating Officer (*Kim Guilarte-Gil*)

- c. Financial Report (*Alina Chester*)

- i. **APPROVED:** The Board reviewed and approved the Revised 2021-2022 Annual Budgets

*Motion to approve by Idalia Suarez; second by Shannie Sadesky; motion passed unanimously*

- d. Additional Items by the Board, Principals or Academica

## 5. ANNOUNCEMENTS & NOTIFICATIONS

- a. Next Board Meeting - December 16<sup>th</sup>

## 6. ADJOURNED MEETING AT 11:52AM



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MATER ACADEMY

ALMA MATER STUDIORUM

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The minutes were adopted by the Board of Directors at a meeting held on December 16, 2021.



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**Mater Academy, Inc.  
Special Meeting of the Board of Directors  
November 18, 2021**

**Directors**

Cesar Christian Crousillat, Board Chair *(Present)*  
Shannie Sadesky, Vice-Chair *(Present)*  
Idalia Suarez, Secretary *(Present)*  
Maurene Sotero Balmaseda *(Absent)*  
Maria Beatriz (“Betty”) Nuñez *(Present)*

Roberto Blanch, Esq., President *(Present)*  
Kim Guilarte, Chief Operating Officer *(Present)*  
Joseph L. Raia, Esq., Counsel for Mater Academy, Inc. *(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 Miami-Dade County.*

**Minutes**

**1. OPENING EXERCISES**

- a. Called to Order to 9:06am
- b. Established a Quorum

**2. PUBLIC COMMENT**

- a. None

**3. ACTION & DISCUSSION ITEMS**

- a. Report & Items by the President and Board Counsel *(Roberto Blanch & Joe Raia)*
  - i. Actions needed to close the bond deal and allow MAF to move forward with construction:
    - 1. **APPROVED:** The Board approved the new leases for 600 W 20th, 8003 NW 103rd, and lease amendments for 998 SW 1st and 22025 NW 87th (and possibly 8851 NW 170th if enrollment adjustment is required).
    - 2. **APPROVED:** The Board approved the issuance of the bonds, including approving the use of the preliminary and final official statements, and authorize Board Chair or other officer/director to sign everything
    - 3. **APPROVED:** The Board approved the issuance of the bonds, including approving the use of the preliminary and final official statements, and authorize President or other officer/director to sign everything.
    - 4. **APPROVED:** The Board approved Changes to the leases, as necessary.
    - 5. **APPROVED:** The Board approved to set per student lease rates at the same level across all bond leases; authorized president to request consent of the bond trustee; authorized president to get



Doral College to consent to the Biscayne lease change; authorize chair of each Mater to execute all docs; changes in min. enrollment numbers.

*Motion to approve by Shannie Sadesky; second by Idalia Suarez; motion passed unanimously*

6. **APPROVED:** The Board approved to authorize the President to seek consent to reduce min. enrollment numbers at the Kiwanis site (if unable to come back to the board to request a recoverable grant).
7. **APPROVED:** The Board approved to authorize the President to seek consent from bond holder/trustee to reduce min. enrollment for the 22-23 school year for Mater Academy Brighton Lakes High School (if unable to come back to the board to request a recoverable grant).  
*Motion to approve by Idalia Suarez; second by C. Crousillat; motion passed unanimously*
8. **APPROVED:** The Board approved final Board Resolution.  
*Motion to approve by C. Crousillat; second by Shannie Sadesky; motion passed unanimously*

- b. Approval of loan for Mater Brickell not to exceed \$700,000 (this is to cover the cost of items the school will be incurring the cost of - attached is a spreadsheet with the items detailed and the estimated cost of each item.)

- i. Schools of Hope funds shall be utilized

*Motion to approve by Shannie Sadesky; second by C. Crousillat; motion passed unanimously*

#### 4. ANNOUNCEMENTS & NOTIFICATIONS

- a. Next Board Meeting - December 16<sup>th</sup> in person / location TBA

#### 5. ADJOURNED MEETING AT 9:39AM

The undersigned hereby certifies that he/she is an Officer of MATER 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 December 16, 2021.



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**Mater Academy, Inc.  
Meeting of the Board of Directors  
December 16, 2021**

**Directors**

Cesar Christian Crousillat, Board Chair (*Absent*)  
Shannie Sadesky, Vice-Chair (*Present*)  
Idalia Suarez, Secretary (*Present*)  
Maurene Sotero Balmaseda (*Present*)  
Maria Beatriz (“Betty”) Nuñez (*Present*)

Roberto Blanch, Esq., President (*Present*)  
Kim Guilarte, Chief Operating Officer (*Present*)  
Joseph L. Raia, Esq., Counsel for Mater Academy, Inc. (*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 Miami-Dade County.*

**Minutes**

**1. OPENING EXERCISES**

- a. Called to Order at 10:34am
- b. Established a Quorum
- c. Reading of Vision by the Host Principal

**2. PUBLIC COMMENT**

- a. None

**3. CONSENT AGENDA**

- a. **APPROVED:** The Board approved the Minutes from the November 4 and November 18, 2021 Board of Directors Meetings.
- b. **APPROVED:** The Board approved the Board Resolutions for Out of Field Waiver Assignments for the 2021-2022 school year; further authorizing the Chief Operating Officer to review and make necessary changes and execute for submission.
- c. **APPROVED:** The Board approved the Individual Revised Charter School Title I Budget Appropriation Details Forms for the 2021-2022 school year for the Title 1 distinguished schools; further authorizing the Chief Operating Officer to review and make necessary changes and execute for submission.
- d. **APPROVED:** The Board approved the updated Board Policies and Procedures Manual, as a result of recommendations at ARC in Miami-Dade.





- e. **APPROVED:** The Board approved to receive and file the CIVICA Facilities Support Services Report for the period of August – December 2021.
- f. **APPROVED:** The Board approved to authorize the individual Principals the ability to execute all necessary documents / assurances for the ESSER grant documents.
- g. **APPROVED:** The Board approved to change the name of “Mater Brickell High School to “Mater Brickell Academy”.
- h. **APPROVED:** The Board approved to authorize the President and/or Board Chair the ability to request all necessary charter school amendments by the March 1<sup>st</sup> deadline.
- i. **APPROVED:** The Board approved the Out of State and/or Country Field Trips:
  - i. Mater Academy Grove – Washington D.C. with Close Up
- j. **APPROVED:** The Board approved the request for two-year extension of teacher temporary certificate(s); further authorizing the Chief Operating Officer to provide necessary letter of approval on behalf of the Board of Directors.

*Motion to approve the consent agenda by Idalia Suarez; second by Shannie Sadesky; motion passed unanimously*

#### 4. ACTION & DISCUSSION ITEMS

- a. Report & Items by the President and Board Counsel (*Roberto Blanch & Joe Raia*)
  - i. Bond & other facility updates provided
- b. Report & Items by the Chief Operating Officer (*Kim Guilarte-Gil*)
  - i. Opening 4 new sites in August – 2 in Miami and 2 in Central Florida
    - 1. Eileen Hernandez – Mater Academy Kiwanis
    - 2. Victor Rodriguez – Mater Brickell Campus
      - a. Jenny Aguirre – Vice Principal
    - 3. **APPROVED:** The Board approved the above Principal recommendations and assignments as stated above.

*Motion to approve by Idalia Suarez; second by Shannie Sadesky; motion passed unanimously*

- c. Financial Report
  - i. None
- d. Additional Items by the Board, Principals or Academica

#### 5. ANNOUNCEMENTS & NOTIFICATIONS

- a. Next Board Meeting – February 17<sup>th</sup> (tentative / possible date change)

#### 6. ADJOURNED MEETING AT 10:51AM



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MATER ACADEMY

ALMA MATER STUDIORUM

The undersigned hereby certifies that he/she is an Officer of MATER 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 March 1, 2022.



*The Mater Academy vision is to provide exemplary educational choices by offering an innovative college preparatory curriculum; empowering confident leaders of tomorrow.*

**Mater Academy, Inc.  
Meeting of the Board of Directors  
March 1, 2022**

**Directors**

Cesar Christian Crousillat, Board Chair (*Absent*)  
Shannie Sadesky, Vice-Chair (*Present*)  
Idalia Suarez, Secretary (*Present*)  
Maurene Sotero Balmaseda (*Present*)  
Maria Beatriz (“Betty”) Nuñez (*Present*)

Roberto Blanch, Esq., President (*Present*)  
Kim Guilarte, Chief Operating Officer (*Present*)  
Joseph L. Raia, Esq., Counsel for Mater Academy, Inc. (*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 Miami-Dade County.*

**Minutes**

**1. OPENING EXERCISES**

- a. Called to Order at 11:02am
- b. Established a Quorum
- c. Reading of Vision

**2. PUBLIC COMMENT**

- a. None

**3. CONSENT AGENDA**

- a. **APPROVED:** The Board approved the Minutes from the December 16, 2021 Board of Directors Meeting.
- b. **APPROVED:** The Board approved the Board Resolutions for Out of Field Waiver Assignments for the 2021-2022 school year; further authorizing the Chief Operating Officer to review and make necessary changes and execute for submission.
- c. **APPROVED:** The Board approved the Individual Revised Charter School Title I Budget Appropriation Details Forms for the 2021-2022 school year for the Title 1 distinguished schools; further authorizing the Chief Operating Officer to review and make necessary changes and execute for submission.



- d. **APPROVED:** The Board approved the Out of State and/or Country Field Trips:
  - i. iMater Prep High – Europe
- e. **APPROVED:** The Board approved the request for two-year extension of teacher temporary certificate(s); further authorizing the Chief Operating Officer to provide necessary letter of approval on behalf of the Board of Directors.
- f. **APPROVED:** The Board approved to extend the term of the ESP Agreement with Academica for five years; further approving to add all new schools opening in August of this year to the agreement; lastly authorizing the President the ability to execute the agreement.
- g. **APPROVED:** The Board approved to Ratify the following Board Policies
  - i. Student Enrollment / Lottery Policy.
    - 1. Language was added to reflect that the schools have the following statutory right:
      - a. The school may implement limited enrollment periods to target specified student populations in accordance with Florida Statute, Section 1002.33(10)(e).
- h. **APPROVED:** The Board approved to renew the Mater Academy International Studies #1017 charter contract which expires June 30, 2023.
- i. **APPROVED:** The Board approved to adopt the Miami-Dade County Public Schools 2022-2023 School Year Calendar as published (early dismissal days are permitted to be made at the school level).
- j. **APPROVED:** The Board approved the Charter School Contract Amendment Requests via Resolution.

*Motion to approve the consent agenda by Shannie Sadesky; second by Idalia Suarez; motion passed unanimously*

#### 4. ACTION & DISCUSSION ITEMS

- a. Report & Items by the President and Board Counsel (*Roberto Blanch & Joe Raia*)
  - i. Street Lighting Special Taxing District Documents
  - ii. Bond Resolutions Presentation by David Cohen
    - 1. Motion to approve the resolutions as presented and discussed by Shannie Sadesky; second by Idalia Suarez; motion passed unanimously.
    - 2. **APPROVED:** The Board approved the Bond Resolutions under unanimous vote.
  - iii. Facility Update by Rolando Llanes
    - 1. Mater Brickell – August 2022 Opening
    - 2. Mater Hialeah Park Campus – Approved for 2950 students; phase 1 underway (this phase 600 students/grade levels still being determined; August 2023 planned opening.
    - 3. Mater Biscayne – Retrofit of library (generate 5-6 classrooms, science lab and multi-purpose room); master permit under review; soon to receive the demo permit to begin that work; goal to have this completed by this August. Future improvements to currently used 5 story building.
    - 4. Mater Kiwanis – Rehab of facility underway; parking lot to the west side should be completed by August; the future building permit is well underway.
    - 5. Mater Bay – Master plan was approved by Cutler Bay about a month ago; now Mater does not need to go back to hearing for future buildings; Mater still needs to amend the 1600 student cap.; 2 story classroom building for 600-700 students is almost fully permitted.
    - 6. Mater Lakes – Phase 1 and 2 are platted; building permit pending due to civil engineering, public works and traffic; an agreement with the contractor has been negotiated



- b. Report & Items by the Chief Operating Officer (*Kim Guilarte-Gil*)
  - i. Recognition of Doug Rodriguez as Principal of Mater Biscayne Middle and High
  - ii. Update on CMO Audit
  - iii. Budget Meetings
  - iv. Recognized Helga Chalas for the school's outstanding response time to parents when they submit an online application.
  - v. Recognized Mater Lakes for their recent success at Mock Trial comp; they competed amongst other charter and private schools. Mater Lakes came in first place and now will compete against the first place traditional public school.
  - vi. Mater Middle High enrollment is going very well; adding over 300 new students next school year.
  - vii. Congrats to Tiger for being named the Florida Tax Watch Principal. Mater is the only network who has identified 4 Principals for this.
- c. Financial Report
  - i. Budget meetings planned and ongoing
  - ii. Addresses concerns with the insurance rates at Mater Biscayne
- d. Additional Items by the Board, Principals or Academica
  - i. **APPROVED:** The Board approve to designate Mr. Douglas Rodriguez as Principal of Mater Biscayne Middle and High Schools.  
*Motion to approve by Shannie Sadesky; second by Idalia Suarez; motion passed unanimously*
  - ii. Colegio Update by Antonio Roca

5. **ANNOUNCEMENTS & NOTIFICATIONS**

- a. Next Board Meeting – June 6<sup>th</sup> at 11am

6. **ADJOURNED MEETING AT 12:40PM**

The undersigned hereby certifies that he/she is an Officer of MATER 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 June 6, 2022.



*The Mater Academy vision is to provide exemplary educational choices by offering an innovative college preparatory curriculum; empowering confident leaders of tomorrow.*

**Mater Academy, Inc.  
Special Meeting of the Board of Directors  
March 17, 2022**

**Directors**

Cesar Christian Crousillat, Board Chair *(Present)*  
Shannie Sadesky, Vice-Chair *(Present)*  
Idalia Suarez, Secretary *(Present)*  
Maurene Sotero Balmaseda *(Absent)*  
Maria Beatriz (“Betty”) Nuñez *(Present)*

Roberto Blanch, Esq., President *(Present)*  
Kim Guilarte, Chief Operating Officer *(Present)*  
Joseph L. Raia, Esq., Counsel for Mater Academy, Inc. *(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 Miami-Dade County.*

**Minutes**

**1. OPENING EXERCISES**

- a. Called to Order at 10:04am
- b. Established a Quorum
- c. Reading of Vision

**2. PUBLIC COMMENT**

- a. None

**3. ACTION & DISCUSSION ITEMS**

- a. Report & Items by the President and Board Counsel *(Roberto Blanch & Joe Raia)*
  - i. Short update on bond; purchase option of property near Mater East Elem and due diligence.
- b. Report & Items by the Chief Operating Officer *(Kim Guilarte-Gil)*
  - i. **APPROVED:** The Board reviewed and approved to ratify and adopt the revised CMO budget *(attached)*.
    - 1. Amanda reviews the budget and the revisions which were made, including (but not limited to) personnel changes, travel, marketing, and CPI).

*Motion to approve by Idalia Suarez; second by Shannie Sadesky; motion passed unanimously*
- c. Additional Items by the Board, Principals or Academica
  - i. None



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MATER ACADEMY

ALMA MATER STUDIORUM

4. **ANNOUNCEMENTS & NOTIFICATIONS**

- a. Next Regular Board Meeting – June 6<sup>th</sup> at 11am

5. **ADJOURNED MEETING AT 10:10AM**

*Motion by S. Sadesky; second by I. Suarez; motion passed unanimously*

The undersigned hereby certifies that he/she is an Officer of MATER 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 June 6, 2022.



*The Mater Academy vision is to provide exemplary educational choices by offering an innovative college preparatory curriculum; empowering confident leaders of tomorrow.*

**Mater Academy, Inc.  
Meeting of the Board of Directors  
June 6, 2022**

**Directors**

Cesar Christian Crousillat, Board Chair *(Present)*  
Shannie Sadesky, Vice-Chair *(Present)*  
Idalia Suarez, Secretary *(Present)*  
Maurene Sotero Balmaseda *(Absent)*  
Maria Beatriz (“Betty”) Nuñez *(Present)*

Roberto Blanch, Esq., President *(Present)*  
Kim Guilarte, Chief Operating Officer *(Present)*  
Joseph L. Raia, Esq., Counsel for Mater Academy, Inc. *(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 Miami-Dade County.*

**Minutes**

**1. OPENING EXERCISES**

- a. Called to Order at 11:46am
- b. Established a Quorum
- c. Reading of Vision

**2. PUBLIC COMMENT**

- a. None

**3. CONSENT AGENDA**

- a. **APPROVED:** The Board approved the Minutes from the March 1<sup>st</sup> and March 17<sup>th</sup> Board of Directors Meetings.
- b. **APPROVED:** The Board approved to Receive & File the Financial Statements for the period ending March 31, 2022
- c. **APPROVED:** The Board approved to Ratify the Resolutions by the Chair:
  - i. Approved to submit an emergency amendment request to Miami-Dade County Public Schools to request to relocate Mater Academy at Mount Sinai (WL#5054) to the Mater Academy Miami Beach campus located at 8625 Byron Avenue, Miami Beach, 33141 and to consolidate the two charters, effective the 2022-2023 school year. Such emergency request is being made as a result of notice received that the school’s Educational Facilities License Agreement will not be renewed at the current location.





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MATER ACADEMY

ALMA MATER STUDIORUM

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- ii. Approved to ratify the submitted request to modify the charter school contract for Mater Academy Biscayne North Miami Elementary School #2022 to increase allowable contract student capacity from 536 to up to 900 students.
  - iii. Approved to ratify the submitted request to modify the charter school contracts for Mater Academy East Middle School #6009 and Mater Academy East Charter High School #7037 to consolidate the two schools and relocate them as one to the Mater Academy East Charter School campus, effective the 2022-2023 school year.
  - iv. Approved to ratify the submitted request to modify the charter school contract for Mater Academy #0100 to increase allowable contract student capacity from 1380 to 2035, as a High-Performing (HP) Charter School and allowable per facility occupant loads.
  - v. Approved to amend the name of Mater Academy Biscayne Middle School and Mater Academy Biscayne High School (per approved charter school applications) to Mater Academy Biscayne North Miami Middle School and Mater Academy Biscayne North Miami High School (respectively); further approving to commence contract negotiations to open in August 2022.
  - vi. Approved to request from The Florida Department of Education that as part of the consolidation of Mater Academy at Mount Sinai (WL#13-5054) and Mater Academy Miami Beach (#13-5047) that the surviving name and MSID be Mater Academy Miami Beach (#13-5047).
  - vii. Approved to amend the office address of Mater Academy Virtual #6997 to 12900 NE 17 Ave., North Miami, FL, 33181.
  - viii. Approved to amend the following name changes (*application to contract*):
    - 1. From Mater Preparatory Middle School @ Lakes (*application name*) to Mater Lakes Collegiate Academy Middle School (*requested contract / official school name*)
    - 2. From Mater Preparatory High School @ Lakes (*application name*) to Mater Lakes Collegiate Academy High School (*requested contract / official school name*)
  - ix. Approved to request official contract enrollment capacities for Mater Lakes Collegiate Academy Middle School and Mater Lakes Collegiate Academy High School.
- d. **APPROVED:** The Board approved the request for extension of teacher temporary certificate(s); further authorizing the Chief Operating Officer to provide necessary letter of approval on behalf of the Board of Directors.
- e. **APPROVED:** The Board approved the Annual Approval of Board Policies & Procedures, including:
- i. Conflict of Interest (*Each Board Member is required to sign and return the written acceptance form*)
  - ii. Ethics
  - iii. Whistle Blower
  - iv. Professional Development Plan for Administrators
  - v. Student Enrollment / Lottery
  - vi. Internet Safety Policy
- f. **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.
- g. **APPROVED:** The Board approved the Preliminary Board of Directors Meeting Schedule for the 2022-2023 School Year.
- h. **APPROVED:** The Board approved to Accept the Annual Family Educational Rights and Privacy Act (FERPA) Notice for Directory Information.
- i. **APPROVED:** The Board approved the Submittal of the Mental Health Allocation Plans.
- j. **APPROVED:** The Board approved the Wellness Policy.



- k. **APPROVED:** The Board approved the 2022-2023 Parent Involvement Representatives.
  - i. Further approving to designate Jeanette Nunez as the Conflict Resolution Person, in the event the Parent Involvement Representative is unable to assist.
- l. **APPROVED:** The Board approved to Ratify the Usage Agreements with Colegiate Preparatory Academy and International Studies Virtual Academy Charter School at Mater Biscayne.
- m. **APPROVED:** The Board approved to Ratify the Usage Agreement for Brightstar Pre-K at Mater Biscayne.

*Motion to approve the consent agenda by Chris Crousillat; second by Shannie Sadesky; motion passed unanimously*

#### 4. ACTION & DISCUSSION ITEMS

- a. Report & Items by the President and Board Counsel (*Roberto Blanch & Joe Raia*)
  - i. **APPROVED:** The Board approved the TPH – Mater space usage/license agreement.  
*Motion to approve by Shannie Sadesky; second by Idalia Suarez; motion passed unanimously*
  - ii. **APPROVED:** The Board approved to authorize the President to continue negotiations and execute necessary documents and the final agreement for use of Mater Biscayne Dormitories for foreign student programs.  
*Motion to approve by Idalia Suarez; second by Shannie Sadesky; motion passed unanimously*
  - iii. **APPROVED:** The Board approved to ratify all actions taken and to authorize the President to continue negotiations and execute necessary documents and the final usage agreement Miami Dade College for the new Schools of Hope school.  
*Motion to approve by Idalia Suarez; second by Shannie Sadesky; motion passed unanimously*
  - iv. **APPROVED:** The Board approved the Fingerprint Policy for Volunteers and the Fingerprint Policy for Employees (in draft form).  
*Motion to approve by Idalia Suarez; second by Betty Nunez; motion passed unanimously*
- b. Report & Items by the Chief Operating Officer
  - i. Kim Guilarte-Gil congratulates all of the schools on a successful school year. She announces that all schools saw increases in their data and should all be very proud and happy.
- c. **APPROVED:** The Board approved the following New Principal Positions:
  - i. Mater Lakes Collegiate Academy Middle School – Alice Martinez
  - ii. Mater Lakes Collegiate Academy High School – Rene Rovirosa
  - iii. Mater Academy SOH at Miami-Dade College (official school name TBD) – Douglas Rodriguez  
*Motion to approve by Idalia Suarez; second by Shannie Sadesky; motion passed unanimously*
- d. Financial Report (*Alina Chester*)
  - i. **APPROVED:** The Board reviewed and approved the Final 2021-2022 Annual Budgets.
  - ii. **APPROVED:** The Board reviewed and approved the Proposed 2022-2023 Annual Budgets.  
*Motion to approve the financial report by Idalia Suarez; second by Shannie Sadesky; motion passed unanimously*
- e. New School Updates
  - i. Mater Brickell Academy Middle & High (*Victor Rodriguez*)
  - ii. Mater Academy Biscayne North Miami Middle & High School (*Doug Rodriguez*)
  - iii. Mater Academy Kiwanis (*Eileen Hernandez*)



- iv. Mater Lakes Collegiate Academy Middle & High School (*Alice Martinez & Rene Rovirosa*)
- v. Mater Academy SOH at Miami-Dade College (*Doug Rodriguez*)
- f. Mater Trademark Update (*Ryan Kairalla*)
  - i. **APPROVED:** The Board approved the wordmark and the logo in apparel for Mater academy, Inc.
    - 1. Discussed merchandise logo, designing and selling Mater merchandise; need to show use in commerce. Individual schools that would like to trademark their own logos are encouraged to contact Kim.

*Motion to approve by Shannie Sadesky; second by Betty Nunez; motion passed unanimously*
- g. Presentation by Doral College. (*Judith Marty & Ryan Kairalla*)
  - i. Authorized the school principals or COO to execute articulation agreements for Doral College Dual Enrollment for 2022-23 academic year.
- h. **APPROVED:** The Board approved to utilize the Doral Leadership Institute Consortium of Public Charter Schools Instructional Personnel Evaluation System and School Administrator Evaluation System.

*Motion to approve by Shannie Sadesky; second by Betty Nunez; motion passed unanimously*
- i. Additional Items by the Board, Principals or Academica
  - i. Rolando Llanes provided facility updates for numerous projects.
  - ii. President Blanch takes a moment to remind administrators and staff that at no time are any of us permitted to comment to the media for any reason; the organization has a team of people to assist in the development of statements when needed.

5. **ANNOUNCEMENTS & NOTIFICATIONS**

6. **ADJOURNED MEETING AT 1:15PM**

The undersigned hereby certifies that he/she is an Officer of MATER 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 September 8, 2022.