



MATER ACADEMY

ALMA MATER STUDIORUM

*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 8, 2022**

**Directors**

Cesar Christian Crousillat, Board Chair *(Present)*  
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 10:15am
- b. Established a Quorum
- c. Reading of Vision
- d. Congratulations to all of the new schools designated as a High-Performing Charter School
  - i. Mater Academy Bay Elementary
  - ii. Mater Academy Charter High School
  - iii. Mater Academy East Charter High School
  - iv. Mater Academy East Middle School

**2. PUBLIC COMMENT**

- a. None

**3. CONSENT AGENDA**

- a. **APPROVED:** The Board approved the Minutes from the June 6, 2022 Board of Directors Meeting.
- b. **APPROVED:** The Board approved to Ratify the Resolutions by the Chair:
  - i. Approved amendments to the School of Hope Performance-Based Agreements between The School Board of Miami-Dade County, Florida and Mater Academy, Inc.: Mater Academy Bethany / Mater Tech, Mater Brickell Academy Middle, & Mater Brickell Academy High, Mater Academy Kiwanis



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- ii. Approved to designate Mr. Douglas Rodriguez as the Principal of Miami Tech at Mater Innovation Academy (pka Mater Academy Bethany).
  - iii. Approved to designate Ms. Betty Riera as the Principal of Mater Academy East Preparatory (pka Mater Academy East Middle School #6009 and Mater Academy East Charter High School #7037), effective immediately.
  - iv. Approved the Title 1 Budget Appropriation Details Forms for the 2022-2023 School Year, for the individual schools as necessary.
  - v. Approved to defer the request to open Mater Academy, Inc.: Mater Academy Bethany in August 2022 until August 2023, as per the original PBA Agreement.
- c. **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.
- d. **APPROVED:** The Board approved the Individual Charter School Title I Budget Appropriation Details Forms for the 2022-2023 school year for the Title 1 distinguished schools; further authorizing the Chief Operating Officer authority and direction to review and make necessary changes and execute for submission.
- e. **APPROVED:** The Board approved the Teacher Salary Increase Allocation Plans; further authorizing the Board Chair to execute for submission.
- f. **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.
- g. **APPROVED:** The Board approved to Renew the Mater Academy of International Studies #1017 Charter School Contract.
- h. **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. Mater Academy Wiregrass Middle- Pasco
  - ii. Mater Academy Springs High School - Pasco
  - iii. Mater Academy Mt. Dora High School - Lake
  - iv. Mater Academy Osceola High School - Osceola
- i. **APPROVED:** The Board approved the GASP Charter Schools Engagement Letter with HLB Gravier, LLP.
- j. Homeless Student Policy Approvals
- i. **APPROVED:** The Board approved the Homeless Student Policy.
  - ii. **APPROVED:** The Board approved to authorize the Board President to designate a Homeless Education Liaison for Mater Academy LEA.
- k. **APPROVED:** The Board approved to authorize the Board President to certify Mater Academy LEA's compliance with the Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools, pursuant to Section 8524 of ESSA.
- l. **APPROVED:** The Board approved the Family Reunification Plan.
- m. **APPROVED:** The Board approved the Out of State and/or Country Field Trips:
- i. iMater Middle/High – Japan
  - ii. Mater Academy Middle/High (Misc. per attached)



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- n. **APPROVED:** The Board approved to authorize and designate the President (Roberto Blanch) and the Chief Operating Officer (Kim Guilarte) as the officials to legally bind the agency/organization and to certify to the best of his/her knowledge and belief that all the information and attachments submitted in grant applications are true, complete and accurate, for the purposes, and objectives, set forth in the RFA or RFP and are consistent with the statement of general assurances and specific programmatic assurances for this project. Furthermore, the President or Chief Operating Officer may certify that all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on such projects.
- o. **APPROVED:** The Board approved to authorize the President & Board Chair the ability to amend the 2022-2023 School Year Calendar for Mater Academy Brickell, in the event necessary for compliance purposes.
- p. **APPROVED:** The Board approved the 2022-2023 Active Assailant Response and Stabbing Procedures.

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

#### 4. ACTION & DISCUSSION ITEMS

- a. Report & Items by the President and Board Counsel (*Roberto Blanch & Joe Raia*)
  - i. Mater Academy Kiwanis - Advisory Board as required by the MOU (see attached)
    - 1. “Mater will establish an Advisory Board to be comprised of a majority of representatives of Kiwanis, (3/2 or 4/3, but no more), and the School’s principal, assistant principal or their delegates.”
    - 2. Advisory Board can develop a strategic plan
    - 3. Advisory Board will meet no less than quarterly at the school
    - 4. **APPROVED:** The Board approved to appoint to the Mater Kiwanis’ Advisory Board, Eileen Hernandez, as Principal, and Brenda Cruz if a 5 member board; if a 7 member board, then the AP would be the 3<sup>rd</sup> representative from Mater.  
*Motion to approve by I. Suarez; second by C. Crousillat; motion passed unanimously*
  - ii. Mater Academy Texas
    - 1. **APPROVED:** The Board approved the engagement letter from Joe Hoffer for his help with Mater Academy of Texas. The initial cost estimate is \$60-\$80k for his firms help in getting the charter application through the process.  
*Motion to approve by I. Suarez; second by S. Sadesky; motion passed unanimously*
  - iii. Update on school openings and delays
  - iv. **APPROVED:** The Board approved to authorize the structure of the ESP/CMO (Mater Academy, Inc. and Academica SW) in Texas and further authorize the President to work with Counsel to negotiate and execute final agreements.  
*Motion to approve by I. Suarez; second by S. Sadesky; motion passed unanimously*
- b. Report & Items by the Chief Operating Officer (*Kim Guilarte-Gil*)
  - i. Ms. Guilarte had no additional items.
- c. CIVICA Report



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- i. **APPROVED:** The Board reviewed the revised terms and approved the CIVICA Architectural, Engineering and Facilities Support Services Consulting Services from 7/1/2022 – 7/1/2023.  
*Motion to approve by M. Sotero Balmaseda; second by C. Crousillat; motion passed unanimously*
  - ii. Misc. Facility Updates
- d. Teacher Retention / Recruitment
    - i. Virtual / Pre-Recorded Presentation by Ryan Shook
      - 1. Board Member Suarez states that they can discuss this during the Principal Coalition meeting and gather any questions that the schools may have.
  - e. Additional Items by the Board, Principals or Academica
5. **ANNOUNCEMENTS & NOTIFICATIONS**
- a. Next Board Meeting: November 17<sup>th</sup>
6. **ADJOURNED MEETING AT 11:10AM**  
*Motion by I. Suarez; second by S. Sadesky; 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 November 17, 2022.

MATER ACADEMY, INC.  
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*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 17, 2022**

**Directors**

Cesar Christian Crousillat, Board Chair *(Present)*

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 10:06am
- 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 September 8, 2022 Board of Directors Meeting.
- b. **APPROVED:** The Board approved the Board Resolutions for Out of Field Waiver Assignments for the 2022-2023 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 2022-2023 school year for the Title 1 distinguished schools; further authorizing the Chief Operating Officer authority and direction to review and make necessary changes and execute for submission.
- d. **APPROVED:** The Board approved the Teacher Certificate Extension Requests.

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



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#### 4. ACTION & DISCUSSION ITEMS

- a. Report & Items by the President and Board Counsel (*Roberto Blanch & Joe Raia*)
  - i. Ortiz status report and ratify decision to explore settlement
  - ii. Boys and Girls Club Northwest – Report and request authority to pursue negotiations
    1. **APPROVED:** The Board approved the request to authorize the Board President the ability to continue to pursue negotiations on the discussed site.  
*Motion to approve by Idalia Suarez; second by Shannie Sadesky; motion passed unanimously*
- b. Report & Items by the Chief Operating Officer (*Kim Guilarte-Gil*)
- c. CMA Grant Team Report
- d. Financial Report
  - i. **APPROVED:** The Board reviewed & approved the Revised 2022-2023 Annual Budgets.
  - ii. **APPROVED:** The Board reviewed & approved to Receive & File the Financial Statements and Independent Auditors' Reports for the period ending June 30, 2022.
  - iii. **APPROVED:** The Board reviewed & approved to Ratify all Year-End Grants and Loans for the period ending June 30, 2022.
  - iv. **APPROVED:** The Board reviewed & approved the Revised Financial Policy manual.  
*Motion to approve by Idalia Suarez; second by Shannie Sadesky; motion passed unanimously*
- e. Embry-Riddle Mater Dual Enrollment Program (*Ryan Kairalla*)
  - i. Discussion
  - ii. **APPROVED:** The Board reviewed & approved to direct the President to negotiate and execute Agreement with Gaetz Aerospace Institute, Embry-Riddle Aeronautical University on behalf of the Corporation based on Agreement template provided.  
*Motion to approve by Idalia Suarez; second by Shannie Sadesky; motion passed unanimously*
- f. CIVICA Report
  - i. Misc. Facility Updates
- g. Additional Items by the Board, Principals or Academica

#### 5. ANNOUNCEMENTS & NOTIFICATIONS

- a. Next Board Meeting: Tentatively February 16<sup>th</sup> in Central Florida

#### 6. ADJOURNED MEETING



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

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*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  
February 6, 2023**

**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 10:14am
- b. Established a Quorum
- c. Reading of Vision by Monica Cueto
- d. Moment of Silence for Erika Sanchez and her son, Richard.

**2. PUBLIC COMMENT**

- a. None

**3. CONSENT AGENDA**

- a. **APPROVED:** The Board approved the Minutes from the November 17, 2022 Board of Directors Meeting.
- b. **APPROVED:** The Board approved the Board Resolutions for Out of Field Waiver Assignments for the 2022-2023 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 2022-2023 school year for the Title 1 distinguished schools; further authorizing the Chief Operating Officer authority and direction to review and make necessary changes and execute for submission.
- d. **APPROVED:** The Board approved the Teacher Certificate Extension Requests, as presented.





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- e. **APPROVED:** The Board approved, ratified and confirmed the School of Hope borrowing resolution and all prior actions of the board and officers related to the Mater Brickell campus.
- f. **APPROVED:** The Board approved the Out of State / Country Field Trips:
  - i. iMater Middle/High School – Washington D.C. – Chess Club March 29-April 2
- g. **APPROVED:** The Board approved to Ratify the Resolutions by the Board Chair:
  - i. Approved the Revised Individual Charter School Title I Budget Appropriation Details Forms for the 2022-2023 school year for the Title 1 distinguished schools; further authorizing the Chief Operating Officer authority to execute for submission.

*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
  - i. Settlement of legal claim has been finalized
  - ii. Facility update by Rolando Llanes
- b. Report & Items by the Chief Operating Officer
- c. CMO Grant Team Report
  - i. Amanda Abreu presents the revised budget.
  - ii. **APPROVED:** The Board approved to ratify the revised CMO budget, as presented.  
*Motion to approve by Idalia Suarez; second by Betty Nunez; motion passed unanimously*
- d. Financial Report
  - i. **APPROVED:** The Board reviewed and approved the 2022-2023 Annual Budgets for Mater Academy Kiwanis and Mater Academy East.  
*Motion to approve by Idalia Suarez; second by Betty Nunez; motion passed unanimously*
- e. Additional Items by the Board, Principals or Academica

5. **ANNOUNCEMENTS & NOTIFICATIONS**

- a. Mater Anniversary celebration to occur on Saturday

6. **ADJOURNED MEETING AT 10:38AM**

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 April 20, 2023.

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*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  
April 20, 2023**

**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 11:21am
- b. Establish Quorum
- c. Reading of Vision

**2. PUBLIC COMMENT**

- Edwin Orr re: Mater Gardens Traffic (virtually attending)

**3. CONSENT AGENDA** *(All items were enacted by one motion.)*

- a. **APPROVED:** The Board approved the Minutes from the February 6, 2023 Board of Directors Meeting.
- b. **APPROVED:** The Board approved the Board Resolutions for Out of Field Waiver Assignments for the 2022-2023 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 2022-2023 school year for the Title 1 distinguished schools; further authorizing the Chief Operating Officer authority and direction to review and make necessary changes and execute for submission.
- d. **APPROVED:** The Board approved to Receive and File the Financial Statements for the period ending December 31, 2022.



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- e. **APPROVED:** The Board approved the Teacher Certificate Extension Requests.
- f. **APPROVED:** The Board approved to Ratify the CPI Adjustments to Fixed Rents Under Various Charter School Facility Leases with misc. Landlords.
- g. **APPROVED:** The Board approved the Verizon Innovative Learning Lab Program Agreement.
- h. **APPROVED:** The Board approved the following School Project: Mater Academy Middle/High Turf Project with AstroTurf for an amount not to exceed \$372k.
- i. **APPROVED:** The Board approved to Ratify Resolutions by the Board Chair:
  - i. Approved to submit miscellaneous charter school contract amendment requests for the 2023-2024 school year.
  - ii. Certified that the Mater Academy, Inc. Board of Directors has a standing policy which allows all (existing and future) Mater schools to apply & participate in the Florida High School Athletic Association (FHSA).

*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. Presentation on Mater Brickell Construction Progress (*Alex Becerra*)
  - ii. **APPROVED:** The Board approved to amend MAI License Agreement with Doral Academy College subject to further legal negotiations and insurance details; further authorizing the President the ability to execute.
    - 1. Doral dormitories and host visiting student program; other program terms.
    - 2. Collaboration of International and Domestic students
    - 3. Mr. Raia reviews the agreement terms and economic benefits; \$350 per student / per visit; discusses any insurance risks and requirements.
    - 4. Work out remaining details with insurance – subject to legal review.
  - iii. **APPROVED:** The Board approved the SoLe MIA MOU as discussed and subject to further legal negotiations; further authorizing the President the ability to execute.
    - 1. Mr. Raia provides background on this item; this is a brown field site; 5 acre site; LLC will build the school and lease to Mater Academy, Inc.; this MOU is a proposed agreement between the develop and Mater, Inc.; enrollment preference discussion; this will be a School of Hope site; noted principal issues within the agreement.

*Motion to approved 4a ii and iii by Idalia Suarez; second by Shannie Sadesky; motion passed unanimously*

- b. Report & Items by the Chief Operating Officer (*Kim Guilarte-Gil*)
  - i. Discussed new and future schools; growth plans.
  - ii. Data Presentation by Dr. Barr
- c. Legislative Report (*Julio Robaina*)
- d. Colegia Report (*Antonio Roca*)
- e. Financial Report by Alina Chester



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- i. Budget meetings report
  - f. **APPROVED:** The Board approved the Mater Academy Grove Project – 5<sup>th</sup> Floor Terrace Enclosure - Amount not to exceed \$488,000.  
*Motion to approve by Idalia Suarez; second by Shannie Sadesky; motion passed unanimously*
  - g. Additional Items by the Board, Principals or Academica
5. **ANNOUNCEMENTS & NOTIFICATIONS**
- a. Annual Board of Directors Meeting – June 8<sup>th</sup>
6. **ADJOURNED MEETING AT 12:30PM**

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 13, 2023.

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**Mater Academy, Inc.  
Annual Meeting of the Board of Directors  
June 13, 2023**

**Directors**

Cesar Christian Crousillat, Board Chair *(Present)*

Shannie Sadesky, Vice-Chair *(Present)*

Idalia Suarez, Secretary *(Present)*

Maurene Sotero Balmaseda *(Present)*

Maria Beatriz (“Betty”) Nuñez *(Present)*

Yasmeen Khan *(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 2:02pm
- b. A quorum was established
- c. Reading of Vision

**2. PUBLIC COMMENT**

- a. Physical Public Comment
  - i. Not Present - Cardima Martins – Mater Biscayne Parent – in attendance at Mater Academy Biscayne
- b. The following written comments to the Board were noted as being received and filed:
  - i. Alejandro Alvarado – Mater Biscayne Parent
  - ii. Elvira Maron – Mater Brickell Parent
  - iii. Jen and Marvin Spaulding – Mater Biscayne Parent
  - iv. Michael and Vinodah Sperber – Mater Biscayne Parent

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

- a. **APPROVED:** The Board approved the Minutes from the April 20, 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.



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- 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 authorize the President to enter into rental agreements for the use of the Manuel Arttime Theater for school functions, as necessary.
- n. **APPROVED:** The Board approved to Ratify Resolutions by the Board Chair:
  - i. Approved the necessary amendments to the School of Hope Performance-Based Agreement between The School Board of Miami-Dade County, Florida and Mater Academy, Inc.: Mater Academy Bethany.
- o. **APPROVED:** The Board approved the Verizon 5g Agreements, as necessary.
- p. **APPROVED:** The Board approved the School Projects:
  - i. iMater Middle High Dance Floor Project for an amount not to exceed \$34,500.
  - ii. Mater Academy of International Studies and Mater International Preparatory for the Interior Paint Project for an amount not to exceed \$37k.
  - iii. Mater Grove Academy xpense to Holland & Knight for the special exception process for the cafeteria project under permitting for an amount not to exceed \$50k.



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- q. **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*):
  - i. Mater Academy Bay High School
  - ii. Mater Preparatory Academy
- r. **APPROVED:** The Board approved to approve (Mater Academy Bay Elementary) expenditure to Llopiz Wizel Law Firm in an amount not to exceed \$30,000 for representation related to Case No.: 23-001377E, 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 amend the Mater Academy Virtual Charter School Contract to relocate the office address to 230 SW 17th Road, Miami, FL 33129 (Mater Academy Brickell Campus).
- t. **APPROVED:** The Board approved the submittal of the Teacher Salary Increase Allocation Plan.

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

#### 4. ACTION & DISCUSSION ITEMS

- a. Report & Items by the President and Board Counsel (*Roberto Blanch & Joe Raia*)
  - i. 2023-2024 Property Insurance Program
    - 1. 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.
    - 2. **APPROVED:** The Board reviewed & approved to ratify the Self-Insurance Program and approval of the Risk Sharing Agreement (authorizing the Board Chair and/or President) to execute pending final review by Board Counsel) and approved to fund a reserve account.  
*Motion to approve by Idalia Suarez; second by C. Crousillat; motion passed unanimously*
  - ii. New contracts for renovations at MDC, Mater Biscayne and Mater Gardens
    - 1. Miami-Dade College interior renovations; previously selected REO as the General Contractor; staff are happy with their work at Mater Biscayne.
    - 2. Mater Biscayne's onsite work continues with REO
    - 3. Mater Gardens A/C – working with Turin who is subbing to Extreme for approx. \$1.4M
    - 4. **APPROVED:** The Board approved to ratify the above noted contracts for the misc. work at the schools.  
*Motion to approve by C. Crousillat; second by Shannie Sadesky; motion passed unanimously*
  - iii. **APPROVED:** The Board approved to authorize the Board Chair and/or President the ability to execute the District Agreement for Mater Ohio upon final review and negotiations by Board Counsel.  
*Motion to approve by Shannie Sadesky; second by Idalia Suarez; motion passed unanimously*
  - iv. **APPROVED:** The Board approved to authorize the President and/or Board Chair the ability to negotiate and execute the National Elevator Maintenance Contracts upon legal review.



MATER ACADEMY

ALMA MATER STUDIORUM

1. Each principal will have the ability, with the assistance of CIVICA, to negotiate their own agreement / an addendum to their agreement which identifies their own school's equipment, needs and costs.

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

- v. **APPROVED:** The Board approved the New Principal Assignments/Re-Assignments:

1. Miami Tech at Mater Innovation Academy – Doug Rodriguez
2. Mater Brickell Academy Middle & Mater Brickell Academy High– Doug Rodriguez
3. Mater Academy Biscayne North Miami Middle School & Mater Academy Biscayne North Miami High School – Victor Rodriguez
4. Mater Academy Virtual Charter School – Noelle Iglesias
5. Mater Academy of International Studies & Mater International Preparatory – Giselle Bernal

*Motion to approve by S. Sadesky; second by B. Nunez; motion passed unanimously*

- vi. **APPROVED:** The Board approved the nomination & election of Ms. Yasmeen Hasan Khan to serve on the Board of Directors.

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

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

- i. Pending approved budget

- c. 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 C. Crousillat; second by S. Sadesky; motion passed unanimously*

- ii. **APPROVED:** The Board reviewed & approved the Colegia Software License Agreement, upon review and approval by Board Counsel.

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

- iii. Employee Transfers & Vendor Contracts by Maggie Zulueta

1. Recently met with the heads of the other networks to discuss items which affect our schools as a whole. One of the items was the transfer form for teachers wishing to transfer between schools and repercussions; the new policy will now be enforced. Kim Guilarte states that Principals should call another principal prior to interviewing a candidate from their school, not after the interview.
2. Vendor contracts and to what level need board approval or notification; working on a way to streamline the process.
3. Need for a more uniform model or structure for the way stipends are being administered.

- d. Financial Report

- i. **APPROVED:** The Board reviewed & approved the Final 2022-2023 Annual Budget.

- ii. **APPROVED:** The Board reviewed & approved the Proposed 2023-2024 Annual Budget.

*Motion to approve 4diē7ii by C. Crousillat; second by S. Sadesky; motion passed unanimously*

- iii. **APPROVED:** The Board discussed & approved loan to Mater Academy Ohio for approximately \$1.3M to be repaid in 3 years.

*Motion to approve by S. Sadesky; second by B. Nunez; motion passed unanimously*

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

5. **ANNOUNCEMENTS & NOTIFICATIONS**





MATER ACADEMY

ALMA MATER STUDIORUM

- a. Reminder to complete the Annual ESP Survey for Governing Board Members & Administrators.
- b. National Charter School Conference – June 18-21 in Austin, TX.

6. **ADJOURN 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 September 5, 2023.