

**NOTICE OF GOVERNING BOARD MEETING FOR
OAK CREEK CHARTER SCHOOL OF BONITA SPRINGS, INC.**

A GOVERNING BOARD MEETING WILL BE HELD ON FEBRUARY 7, 2024, at 3:45 p.m.,
UTILIZING COMMUNICATIONS MEDIA TECHNOLOGY (“CMT”).
THE CMT USED WILL BE THE FOLLOWING:

[Join Zoom Meeting](#)

<https://us02web.zoom.us/j/86285796468?pwd=SU1Hc21vVUJoNE0rYnFvMWFPamd5UT09>

[Meeting ID: 862 8579 6468](#)

[Passcode: S75jdb](#)

[One tap mobile](#)

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[+13126266799..86285796468#,...*889132# US \(Chicago\)](#)

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- [+1 646 931 3860 US](#)
- [+1 301 715 8592 US \(Washington DC\)](#)

[Meeting ID: 862 8579 6468](#)

[Passcode: 889132](#)

INTERESTED PERSONS MAY EITHER ATTEND THIS MEETING VIA CMT OR IN-PERSON
AT THE FOLLOWING ADDRESS:

**OAK CREEK CHARTER SCHOOL
28011 Performance Lane
Bonita Springs, FL 34135**

FOR ADDITIONAL INFORMATION REGARDING THIS MEETING OR TO PROVIDE IN-
FORMATION TO BE CONSIDERED AT THIS MEETING, PLEASE CONTACT:

**FORZA EDUCATION MANAGEMENT
PO Box 830
Parrish, FL 34219
Info@FORZAedu.com
727-642-9319**

THE MEETING WILL INCLUDE INFORMATION REGARDING
OAK CREEK CHARTER SCHOOL. ALL BOARD PACKETS ARE DISTRIBUTED TO THE
BOARD TO REVIEW PRIOR TO THE SCHEDULED MEETING.

AGENDA

I. Call to Order and Roll Call:

Brett called the meeting to order at 3:45 p.m.

School Board:

Gwen DaPore- Board Member

Thad Deitrich- VP

Brett Baugh- Secretary

FORZA:

William Staros- RVP

Trine Alfaro- Director of Marketing

Rafael Mastre- Building Hope- Finance

OC:

Charity Zawatski- Executive Director

Parent/School Liaison:

None

Public/Other:

None

II. Approval of Agenda:

Mr. Staros explained that an additional item had to be added to agenda as part of the schools Charter Renewal Contract. A revised copy of the FORZA Management Agreement was presented for review. Having no questions, Brett Baugh made a motion to approve the added item/ Thad seconded the motion which passed unanimously.

III. Approval of Minutes: NOVEMBER 1, 2023

Brett Baugh made a motion to approve the added item/ Thad seconded the motion which passed unanimously.

IV. Old Business:

None

V. Public Comment:

None

VI. New Business:

A. Treasurer's Report:

Rafael reviewed the financial health of the school which shows that liquidity levels are positive and running about 53% of projections at the 6-month mark. The depreciation on a

GAP basis is lowering the excess funds and creating a negative fund balance, but the school is running ahead of projections regarding budgeted revenue.

B. Approve and Execute Financials: October, November, December 2023

Brett Baugh made a motion to approve the financials. Gwen DaPore seconded the motion which passed unanimously.

C. Approve Projected Enrollment 2024-2025

The 2024-2025 projected enrollment is set at 711 students in grades K-8. Brett Baugh made a motion to approve the projected enrollment. Thad Deitriech seconded the motion which passed unanimously.

D. Approve Projected Budget 2024-2025

The projected budget is based on the projected enrollment of 711 students which shows the projected revenue is at approx. 7.5 million. With this increase, some added personnel will be necessary but projected revenue accounts for these additions. With all debt service and depreciation amounts accounted for, the school is projected to have a net fund balance of \$100k for the year. Brett Baugh made a motion to approve the projected budget. Thad Deitriech seconded the motion which passed unanimously.

E. Approve Tentative 2024-2025 Academic Calendar

The 2024-2025 academic calendar is set to begin with teachers on August 5, 2024 and students on August 12, 2024 with the last day of school on May 30, 2025. Thad Deitriech made a motion to approve the academic calendar. Brett Baugh seconded the motion which passed unanimously.

F. Approve 2024-2025 Board Meeting Schedule

Mr. Staros reviewed the dates and noted that meetings will occur quarterly on Wednesdays at 3:45PM as they have this year. Brett Baugh made a motion to approve the Board Schedule. Gwen DaPore seconded the motion which passed unanimously.

G. Approve February Teacher Out of Field Letters

The Board received and reviewed the Out of Field Letters required by the state. Gwen Dapore made a motion to approve the out of field letters. Brett Baugh seconded the motion which passed unanimously.

H. Approve FORZA Decision Making for Food Service Provider (RFP)

Mr. Staros reviewed the RFP for Food Services, the process, and the timeline and asked for their approval on making the final decision. Brett Baugh made a motion to approve RFP process. Thad Deitriech seconded the motion which passed unanimously.

I. Approve FORZA Decision Making for Health Benefits Vendor (RFP)

The Board requested that FORZA review the schools health benefits for the upcoming school year in order to determine if a change would need to be made, which would have to be done through an RFP. This item gives FORZA the go ahead to create and manage an RFP for Health Provider. Thad Deitriech made a motion to approve the decision-making authority. Brett Baugh seconded the motion which passed unanimously.

H. Approve New Technology Vendor and Timeline (TechLab)

Mr. Staros reviewed the need for a new vendor for IT Services based on the continued growth of the school. The school will begin working with Technology Labs for all IT needs, starting in July. The Board will craft a notification letter to BlueCoast Networks to thank them of their years of service and to detail the timeline for this transition. Thad Deitriech made a motion to approve the new vendor and timeline. Brett Baugh seconded the motion which passed unanimously.

I. Approve New Payroll Services Agreement with Building Hope and Locality

Mr. Staros reviewed the need for a new vendor for Payroll Services based on the continued growth of the school. The school will expand its relationship with Build Hope Services to include its HR and Payroll needs, starting in July. Brett Baugh made a motion to approve the agreement. Thad Deitriech seconded the motion which passed unanimously.

J. Review and Execute the Revised FORZA Management Agreement with Oak Creek Charter School of Bonita Springs

Mr. Staros notified the board that there were no materials changes to the previous agreement. Thad Deitriech made a motion to approve the revised management agreement. Brett Baugh seconded the motion which passed unanimously.

VII. Reports:

A. Principal's Report:

B. FORZA Education Management Report:

VIII. Comments from the Board: (non-agenda items only)

IX. Reconfirmation of Next Meeting Date: MAY 1, 2024

Brett Baugh made a motion to approve the May 1, 2024 Board Meeting. Gwen Dapore seconded the motion which passed unanimously.

X. Adjournment

Brett Baugh made a motion to adjourn the meeting at 4:31PM. Gwen Dapore seconded the motion which passed unanimously.

**Individuals wishing to address the Board of Directors under Public Comments, are requested to sign-up prior to the beginning of the meeting by emailing Info@FORZAedu.com or by stating your name during Roll Call and requesting to speak. Individuals are limited to three minutes to present their comments.*

***The Board of Directors will not respond to extended public comments during the meeting, however, will follow-up any comments presented, in the most appropriate and time-effective manner.*

Minutes from the Meeting will be available at the following location:

OAK CREEK CHARTER SCHOOL Website: OAKCREEKCHARTER.ORG