

**NOTICE OF GOVERNING BOARD MEETING FOR PARRISH CHARTER ACADEMY, INC.**

A GOVERNING BOARD MEETING WILL BE HELD ON APRIL 1, 2020 at 6:00 p.m., UTILIZING COMMUNICATIONS MEDIA TECHNOLOGY (“CMT”). THE CMT USED WILL BE THE FOLLOWING CONFERENCE CALL-IN NUMBER:

605-475-4000  
Access Code-527036#

INTERESTED PERSONS MAY EITHER ATTEND THIS MEETING VIA CMT OR IN PERSON.

8605 Erie Road  
Parrish, FL 34219

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

FORZA EDUCATION MANAGEMENT  
P.O. Box 830  
Parrish, FL 34219  
[Info@FORZAedu.com](mailto:Info@FORZAedu.com)  
727-642-9319

THE MEETING WILL INCLUDE PERTINENT DISCUSSIONS/MATTERS PERTAINING TO PARRISH CHARTER ACADEMY.

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**MINUTES**

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**I. Call to Order and Roll Call**

The meeting was called to order by Lane Pigsley at 6:01 p.m.

**Roll Call:**

**Parrish Charter Board:**

Mark McCabe	President
Lane Pigsley	VP
Adaer Carreño	Secretary

**Parrish Charter Academy:**

Dawn Patterson	Principal
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**FORZA Education Management:**

Chuck Malatesta	CEO
Misty Doyle	Regional Director
Dermot Hennessy	Director of Marketing
Rafael Mastre	Accountant

**Public:**

Helen Deitrich

**II. Approval of Agenda**

Lane made a motion to approve the agenda. Adaer seconded the motion and the motion pass unanimously.

**III. Approval of Minutes: December 11, 2019**

Lane made a motion to approve the minutes from the December 11 board meeting. Adaer seconded the motion and the motion passed unanimously.

**IV. Old Business: N/A**

**V. New Business**

**A. Approve New Board Member**

The board welcomed Helen Deitriech to the PCA family and Chuck Malatesta thanked her for volunteering. Mark made a motion to approve Helen as a new board member. Lane seconded the motion and the motion was passed unanimously. Helen will be the new Vice President.

**B. Treasurer's Report**

Rafael gave a summary report on the financials and discussed current YTD line items. The board discussed having the items in the grant broken down by line item. Mr. Malatesta explained there is a separate document which contains the items listed in the grant and stated he would send this document to the board.

**C. Approve and Execute Financials for November and December 2019, January and February 2020**

Mark made a motion to approve the Financials for November, December, January, and February. Lane seconded the motion and the motion passed unanimously.

**D. Approve Projected Budget for 2020-2021 School Year**

The projected budget is based on 354 students enrolled. Adaer made a motion to approve the projected budget and Mark seconded the motion. The motion passed unanimously.

**E. Approve Tentative Instructional Calendar for 2020-2021 School Year**

Mrs. Patterson and Mr. Malatesta explained the process of creating the tentative school calendar. In addition, discussed how PCA's calendar is slightly different than the School Districts calendar. Mark made a motion to approve the tentative instructional calendar. Adaer seconded the motion and the motion passed unanimously.

**F. Approve Best and Brightest Plan/Distribution of Funds**

Mr. Malatesta explained to the board the recommended policy regarding distribution of the Best and Brightest funds. He stated it is slightly different than the policies at our other schools due to PCA being a new school. The recommended policy will award teachers up to the amount issued by the local school district and will be based on previous formal evaluations. We received 9 previous formal evaluations with 1 being effective and the remaining being highly effective. Mark made a motion to approve the recommended distribution of funds to the qualified teachers. Adaer seconded the motion and the motion passed unanimously.

**G. Approve 2020-2021 Board Meeting Schedule**

The board meeting schedule was reviewed by the board. The board recommended changing the start time to 4:30 p.m. Mr. Malatesta stated he would make the change and send to the board. Adaer made a motion to approve the Board Meeting Schedule. Helen seconded the motion and the motion passed unanimously.

**H. Approve Auditing Services**

Mr. Malatesta discussed the RFP process with the board and explained the costs associated with auditions services. Mark made a motion to secure Verja, DeArmas, and Trujillo for auditing services. Helen seconded the motion and the motion passed unanimously.

**I. Accept Lane Pigsley's Resignation**

Mr. Malatesta thanked Lane for volunteering and being a founding board member. Lane stated that she really enjoyed her time on the board. In addition, that it was a great learning experience especially going through the application and grant process. She wished the school great success in the future and thanked everyone for everything they do. Mr. Malatesta thanked her again and also thanked all the board members for volunteering. The board accepted her resignation.

**VI. Reports**

**A. Principal's Report**

**B. FORZA Education Management Report**

**VII. Public Comment**

No public comment.

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

Mark stated that he was very happy with the projected enrollment for next year and was excited to see the new site plans for phase 2.

**IX. \* Reconfirmation of Next Meeting Date: June 10, 2020**

**X. \*Adjournment**

Mark made a motion to adjourn at 6:57 p.m. Adaer seconded the motion and the motion passed unanimously.

*\*Individuals wishing to address the Board of Directors under Public Comments, are requested to sign-up with the recording secretary prior to the beginning of the meeting. 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:

Parrish Charter Academy Website: [PCAEDU.ORG](http://PCAEDU.ORG)