

CITY OF HIALEAH
CHARTER SCHOOL
OVERSIGHT COMMITTEE



Mayor Carlos Hernandez, Chair
Vivian Casáls-Muñoz, Vice Chair
Jose F. Caragol, Secretary/Treasurer

Committee Members:

Katharine Cue-Fuente
Isis Garcia-Martinez
Paul B. Hernández
Lourdes Lozano
Carl Zogby

CHARTER SCHOOL OVERSIGHT COMMITTEE MEETING
Minutes

May 22, 2018

6:30 p.m.

Call to Order-

REPORT: Chair, Mayor Carlos Hernandez called the meeting to order at 7:15 p.m.

Roll Call of Oversight Committee Members.

REPORT: Office Coordinator, Lisette Perez called the roll with the following Committee Members present:

- Mayor Carlos Hernandez
- Council Vice President Jose Caragol
- Councilman Paul Hernandez
- Councilman Carl Zogby
- Councilwoman Lourdes Lozano

- **Committee Members absent:**
 - Council President Vivian Casáls-Muñoz
 - Councilwoman Isis Garcia-Martinez
 - Councilwoman Katherine Cue-Fuente

Invocation given by Lisette Perez, Office Coordinator of the Office of City Clerk.

Pledge of Allegiance led by Mayor Carlos Hernandez

MEETING GUIDELINES

The following guidelines have been established by the City Council:

- **ALL LOBBYISTS MUST REGISTER WITH THE CITY CLERK**
- As a courtesy to others, please refrain from using cellular telephones or other similar electronic devices in the Council Chamber.
- A maximum of three (3) speakers in favor and three (3) speakers in opposition will be allowed to address the Council on any one item. Each speaker's comments will be limited to three (3) minutes.
- No signs or placards, in support of or in opposition to an item or speaker, shall be permitted within the Council Chamber.
- Members of the public may address the City Council on any item pertaining to City business during the Comments and Questions portion of the meeting. A member of the public is limited to one appearance before the City Council and the speaker's comments will be limited to three (3) minutes.

REPORT: The meeting guidelines were read into the record by Office Coordinator, Lisette Perez, and translated to Spanish by Brigette Leal, Administrative Aide, Office of the City Clerk.

1) ANNOUNCEMENT OF AMENDMENTS/CORRECTIONS TO THE AGENDA

- **Backup to item PP and item 4 has been added to today's agenda and placed on the dais for the City Council's review.**
- **Items TT, UU and VV has been added to today's agenda and placed on the dais for the City Council's review.**

2) CONSENT AGENDA

All items listed with letter designations are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Committee Member or a resident so

requests, in which case the item(s) will be removed from the consent agenda and considered along with the regular order of business.

ACTION: Motion to Approve the Consent Agenda made by Committee Member Hernandez, and seconded by Secretary/Treasurer Caragol. Motion passed 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- A. Request permission to approve the summary minutes of the City of Hialeah Charter School Oversight Committee meeting for **February 27, 2018**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- B. Request permission to approve an increase in the annual expenditure for insurance for the **City of Hialeah Educational Academy to Egis Insurance & Risk Advisors**, from **\$35,000** to **\$38,013**. Funding for this expenditure will be drawn from Fiscal 17-18 budget against account number **380**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- C. Request permission to allocate **\$363,000** of surplus funds for the **Phase III expansion** of the **City of Hialeah Educational Academy**. The total design and construction budget is not to exceed \$2,663,000 with \$1,800,000 funded by the 2017-18 fiscal year General Revenue allocation for the Security Funding for the City of Hialeah Educational Academy project, as funded through the General Appropriations Act.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

The following items are for school year 2018-2019:

- D. Request permission to approve the reappointing of **Carlos Alvarez as Principal** of the City of Hialeah Educational Academy for the 2018-2019 school year.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- E. Request permission to approve the reappointing of **Ivelisse Puente as Vice Principal** of the City of Hialeah Educational Academy for the 2018-2019 school year.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- F. Request approval to designate **Sharon Dzedzic** as the official representative of the school and oversight committee per Florida Statute 1002.33. This person shall facilitate parental involvement, provide access to information, assist parents and others with questions and concerns, and resolve disputes.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- G. Request permission to approve the appointing of **Daniel Montelongo as Assistant Principal** of the City of Hialeah Educational Academy for the 2018-2019 school year.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- H. Request permission to approve an annual expenditure for licenses for the **City of Hialeah Educational Academy to Achieve 3000**, not to exceed **\$15,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **522**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- I. Request permission to approve an annual expenditure for dual enrollment textbooks for the **City of Hialeah Educational Academy to Amazon**, not to exceed **\$25,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **521**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- J. Request permission to approve an annual expenditure for materials and supplies for the **City of Hialeah Educational Academy to A-Team Office Products**, not to exceed **\$43,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **510-511**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- K. Request permission to approve an annual expenditure for furniture for the **City of Hialeah Educational Academy to A-Team Office Products**, not to exceed **\$30,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **641**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- L. Request permission to approve an annual expenditure for food for the **City of Hialeah Educational Academy** to **Borden Dairy**, not to exceed **\$18,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **570**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- M. Request permission to approve an annual expenditure for materials and supplies for the **City of Hialeah Educational Academy** to **CDW Government**, not to exceed **\$15,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **510-512**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- N. Request permission to approve an annual expenditure for janitorial supplies for the **City of Hialeah Educational Academy** to **Cheney Brothers**, not to exceed **\$15,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **513**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- O. Request permission to approve annual expenditure for food for the **City of Hialeah Educational Academy** to **Cheney Brothers**, not to exceed **\$160,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **570**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- P. Request permission to approve annual expenditure for Kitchen Equipment for the **City of Hialeah Educational Academy** to **Cheney Brothers**, not to exceed **\$62,350**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **645**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- Q.** Request permission to approve an annual expenditure for food for the **City of Hialeah Educational Academy** to **CiCi's Pizza**, not to exceed **\$45,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **570**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- R.** Request permission to approve annual expenditure of the Cost Allocation Fee for the **City of Hialeah Educational Academy** to **City of Hialeah**, not to exceed **\$69,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **360**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- S.** Request permission to approve annual expenditure of the Lease for the **City of Hialeah Educational Academy** to **City of Hialeah**, not to exceed **\$506,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **360**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- T.** Request permission to approve an annual expenditure of the Usage Fee for the **City of Hialeah Educational Academy** to **City of Hialeah**, not to exceed **\$105,769.14**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **360**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- U.** Request permission to approve an annual expenditure for communications for the **City of Hialeah Educational Academy** to **Comcast**, not to exceed **\$47,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **370**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- V.** Request permission to approve an annual expenditure for gym equipment for the **City of Hialeah Educational Academy** to **Coastal Lockers**, not to exceed **\$20,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **671**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- W. Request permission to approve an annual expenditure for purchase of virtual education for the **City of Hialeah Educational Academy to Doral College**, not to exceed **\$8,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **0310-0320**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- X. Request permission to approve an annual expenditure for insurance for the **City of Hialeah Educational Academy to Egis Insurance & Risk Advisors**, not to exceed **\$49,013**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **320**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- Y. Request permission to approve an annual expenditure for dual enrollment textbooks for the **City of Hialeah Educational Academy to FHEG Miami-Dade Bookstore**, not to exceed **\$20,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **521**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- Z. Request permission to approve an annual expenditure for dual enrollment for the **City of Hialeah Educational Academy to Florida International University**, not to exceed **\$30,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **0310-320**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- AA. Request permission to approve an annual expenditure for electricity for the **City of Hialeah Educational Academy to Florida Power and Light**, not to exceed **\$74,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **430**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- BB.** Request permission to approve an annual expenditure for gym equipment for the **City of Hialeah Educational Academy** to **Gym Source**, not to exceed **\$81,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **641**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- CC.** Request permission to approve an annual expenditure for furniture for the **City of Hialeah Educational Academy** to **Hertz**, not to exceed **\$30,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **641**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- DD.** Request permission to approve an annual expenditure for repairs and maintenance for the **City of Hialeah Educational Academy** to **Home Depot**, not to exceed in **\$15,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **513**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- EE.** Request permission to approve an annual expenditure for textbooks for the **City of Hialeah Educational Academy** to **Houghton Mifflin Harcourt**, not to exceed **\$20,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **641T**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- FF.** Request permission to approve an annual expenditure for Computer Hardware for the **City of Hialeah Educational Academy** to **IT Savvy**, not to exceed **\$125,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **643**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- GG.** Request permission to approve an annual expenditure for materials and supplies for the **City of Hialeah Educational Academy** to **Jhonsul Carpentry**, not to exceed **\$26,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **671**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

HH. Request permission to approve annual expenditure for professional services for the **City of Hialeah Educational Academy to Layer 8 Solutions**, not to exceed **\$15,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **315**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

II. Request permission to approve annual expenditure for professional services for the **City of Hialeah Educational Academy to Layer 8 Solutions**, not to exceed **\$54,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **643**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

JJ. Request permission to approve an annual expenditure for dual enrollment for the **City of Hialeah Educational Academy to Miami-Dade College**, not to exceed **\$50,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **0310-0316**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

KK. Request permission to approve an annual expenditure for textbooks for the **City of Hialeah Educational Academy to Pearson Education**, not to exceed **\$23,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **522**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

LL. Request permission to approve an annual expenditure for textbooks for the **City of Hialeah Educational Academy to Pearson Education**, not to exceed **\$20,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **641T**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

MM. Request permission to approve an annual expenditure for materials and supplies for the **City of Hialeah Educational Academy to Performance Team Sports**, not to exceed

\$15,000. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **512**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

NN. Request permission to approve an annual expenditure for travel for the **City of Hialeah Educational Academy** to **Sojourn Travel**, not to exceed **\$25,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **330**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

OO. Request permission to approve an annual expenditure for purchase of virtual education for the **City of Hialeah Educational Academy** to **Somerset Virtual Academy**, not to exceed **\$45,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **0310-0320**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

PP. Request permission to approve the 2018-2019 Wellness Policy for the City of Hialeah Educational Academy.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

QQ. Request permission to approve an annual expenditure for licenses for the **City of Hialeah Educational Academy** to **The College Board**, not to exceed **\$30,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **521**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

RR. Request permission to approve annual expenditure for waste services for the **City of Hialeah Educational Academy** to **Waste Management**, not to exceed **\$42,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **380**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

SS. Request permission to set Oversight Committee meeting dates for 2018-2019 school year as follows: **November 27, 2018, February 26, 2019, May 26, 2019 and August 27, 2019.**

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

TT. Request permission for Best and Brightest Scholarship to be awarded to Vice/ Assistant Principal if Principal received a highly effective rating and was a recipient of the Best and Brightest Scholarship for the 2018-2019 academic year.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

UU. Request permission to approve an annual expenditure for licenses for the **City of Hialeah Educational Academy to The College Board**, not to exceed **\$22,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **512**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

VV. Request permission to approve an annual expenditure for professional services for the management services for the **City of Hialeah Educational Academy to Academica Dade, LLC.**, not to exceed **\$414,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **314**.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

3) PRESENTATION OF FINANCIAL REPORTS BY ACADEMICA DADE LLC

a) Request permission to approve the 2017-2018 School Year Quarterly Financials for the City of Hialeah Educational Academy through March 31, 2018.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

ACTION: Motion to Approve Item 3A made by Secretary/Treasurer Caragol, and seconded by Committee Member Zogby. Motion passed 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- b) Request permission to approve the 2017-2018 School Year Revised Annual Budget (based on FTE of 824) for the City of Hialeah Educational Academy.

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

ACTION: Ines Beecher, Director of OMB, clarified this item.

ACTION: Motion to Approve Item 3B made by Secretary/Treasurer Caragol, and seconded by Committee Member Zogby. Motion passed 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

- c) Request permission to approve the 2018-2019 School Year Annual Budget for the Hialeah Educational Academy (based on FTE of 920).

ACTION: APPROVED 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

ACTION: Motion to Approve Item 3C made by Secretary/Treasurer Caragol, and seconded by Committee Member Zogby. Motion passed 5-0-3 with Committee Members Casáls-Muñoz, Garcia-Martinez and Cue-Fuente absent.

ACTION: Vice Chair Casáls-Muñoz arrived to the meeting at 7:20 p.m.

ACTION: Committee Member Cue- Fuente arrived to the meeting at 7:23 p.m.

4) PRESENTATION OF PRINCIPAL'S REPORT BY CARLOS ALVAREZ, PRINCIPAL OF THE CITY OF HIALEAH EDUCATIONAL ACADEMY.

- **REPORT: The Principal's Report was presented by Carlos Alvarez.**

ACTION: Principal Carlos Alvarez, acknowledged two COHEA students that will be graduating from school in June 2018 with their Associates Degrees.

ACTION: Evelyn Rodriguez, student at COHEA, thanked the school Principal Carlos Alvarez and Counselors for all of their support and encouragement.

ACTION: Dayla Sebascos, thanked the COHEA school staff, Principal Carlos Alvarez and Counselors for encouraging her and supporting her through obtaining her Associates Degree while in high school.

5) UNFINISHED BUSINESS

NONE

6) NEW BUSINESS

NONE

7) COMMENTS AND QUESTIONS

NONE

ADJOURNED: 7:32 P.M.

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in the proceeding should contact the Office of the City Clerk for assistance no later than seven (7) days prior to the proceeding at telephone number (305) 883-5820; if hearing impaired, telephone the Florida Relay Service numbers, (800) 955-8771 (TDD) or (800) 955-8770 (Voice).

**NEXT CHARTER SCHOOL OVERSIGHT COMMITTEE MEETING:
August 28, 2018, at 6:30 p.m.**