

CITY OF HIALEAH
CHARTER SCHOOL
OVERSIGHT COMMITTEE

Mayor Carlos Hernandez, Chair
Paul B. Hernandez, Vice Chair
Oscar De la Rosa, Secretary/Treasurer



Committee Members:

Katharine Cue-Fuente
Jacqueline Garcia-Roves
Monica Perez
Jesus Tundidor
Carl Zogby

SPECIAL MEETING OF THE CHARTER SCHOOL OVERSIGHT COMMITTEE
(VIRTUAL)
MINUTES

May 26, 2020

6:30 p.m.

1. **CALL TO ORDER**

REPORT: Mayor Hernandez called the meeting to order at 6:39 p.m.

2. **ROLL CALL**

REPORT: Marbelys Fatjo, City Clerk, called the roll with the following Committee Members present:

- Chair Carlos Hernandez
- Vice Chair Paul Hernandez
- Committee Member Jacqueline Garcia-Roves
- Committee Member Monica Perez
- Committee Member Tundidor
- Committee Member Carl Zogby

REPORT: Committee Member Cue-Fuente was not present during the roll call, but joined the meeting at 6:53 p.m.

REPORT: Committee Member De la Rosa was absent.

3. **INVOCATION**

REPORT: Marbelys Fatjo, City Clerk, led the invocation.

4. PLEDGE OF ALLEGIANCE

REPORT: Committee Member Tundidor led the Pledge of Allegiance.

***MEETING GUIDELINES**

Today's Charter School Oversight Committee Meeting is being conducted in accordance with the following guidelines, which the committee has adopted by resolution:

- Pursuant to emergency management powers as set forth in F.S. §§252.31-252.90, Governor Ron DeSantis issued Executive Order 20-69 on March 20, 2020, suspending the “Florida’s Government in Sunshine Laws” requirement that a quorum of the legislative body holding a public meeting be met in-person and the meeting be held at a physical location accessible to the public for the duration of the State’s Declaration of Emergency issued on March 9, 2020 as a result of the COVID-19 pandemic affecting the State of Florida. Executive Order 20-69 allows local governments to use communications media technology to hold public meetings during the public health emergency as a result of COVID-19, in order to protect the health, welfare and safety of the public, including public officials, from being exposed to COVID-19 and meet the requirements of the Sunshine Law.
- The following minimum guidelines and procedures shall govern the conduct of public meetings of the Charter School Oversight Committee of the City of Hialeah, Florida using communications media technology, held during the duration of the public health emergency as a result of COVID-19.
- The virtual public meeting shall be broadcast live for members of the public to view on the City’s Facebook page. In addition, members of the public may hear the meeting live through telephonic conferencing.
- Any person interested in making comments or posing questions on matters of public concern or on any item on the agenda may do so prior to the meeting taking place by email to virtualmeeting@hialeahfl.gov. Comments and questions made by e-mail in advance of the meeting must be received by 3:00 p.m. the business day prior to the meeting or no later than six (6) hours prior to the meeting if only 24-hours’ notice prior to the meeting is provided by the City. Email comments and questions shall not exceed three (3) minutes when read. Only the first three minutes of e-mail comments and questions received by the deadline will be read into and form part of the public record. In order for email comments and questions to be acknowledged during the public meeting, participants must provide their first name, last name and address.

- Any person interested in making comments or posing questions on matters of public concern or on any item on the agenda may do so during the meeting by joining the meeting using Zoom or any other similar web-based meeting platform being used as identified in the notice. The person interested in joining the meeting to participate for this purpose must register with the City Clerk by completing a registration form, providing the information required and submitting the completed form to the City Clerk no later than 3:00 p.m. the business day prior to the meeting or no later than six (6) hours prior to the meeting if only 24-hours' notice prior to the meeting is provided by the City. All registered participants will be muted during the meeting until called upon to be heard. Participation through Zoom requires a computer or smart mobile device with a microphone and web camera. The participant may elect to participate in the meeting using audio only or appear through both audio and video. The video function of all participants appearing through video will be turned off until called upon to be heard.
- Participants are reminded to maintain decorum in their comments and appearance throughout their participation as the whole meeting will be recorded and published on the City's Facebook page and retained pursuant to the Florida Public Records Law.
- All existing laws or rules of procedure applicable to public meetings (i.e. three minute limit on speaking, three in favor and three in opposition on any item on the agenda, lobbyist registration requirements), that are not in conflict with these procedures and can be observed under the circumstances remain in effect and to the greatest extent practicable should be observed.
- Public comments and questions, whether on general matters of public concern or on a matter on the agenda, will be heard at the beginning of the meeting and once heard no other public participation will be permitted.
- Persons making public comments must identify themselves by first and last name and provide their address for the record, prior to speaking.
- If during the course of the meeting, technical problems develop with the communications network that prevent interested persons from attending, the meeting shall be adjourned until the problems have been corrected.

REPORT: The meeting guidelines were read into the record by Marbelys Fatjo, City Clerk, in English.

***COMMENTS AND QUESTIONS**

REPORT: As of 5:00 p.m. on May 26, 2020, no one expressed interest in participating in this public meeting to the Office of the City Clerk. There were no comments or questions submitted via email, not did any person register to participate live during the meeting through the web-based meeting platform.

5. ANNOUNCEMENT OF AMENDMENTS/CORRECTIONS TO THE AGENDA

- Consent Item K has been updated.
- Consent Item VV has been added to today's agenda.

6. 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.

REPORT: Chair Hernandez requested separate discussion on Consent Item Y.

REPORT: Motion to Approve the Consent Agenda, except Item Y, made by Committee Member Tundidor, and seconded by Committee Member Perez. The City Clerk was unable to call roll to obtain the vote of the committee members because at this time (6:47 p.m.) there was no quorum. Committee Members Garcia-Roves, Committee Member Zogby, Committee Member Cue-Fuente and Secretary/Treasurer De la Rosa were not present.

REPORT: Chair Hernandez requested that the Committee postpone the meeting due the flood emergency in the City at the time of the meeting.

REPORT: Motion to adjourn the meeting made by Vice Chair Hernandez, and seconded by Committee Member Zogby. Motion passes 6-0-2 with Secretary/Treasurer De la Rosa and Committee Member Perez absent.

REPORT: This meeting will reconvene on Thursday, May 28, 2020 at 6:30 p.m.

REPORT: The meeting was adjourned by Chair Hernandez at 6:57 p.m.

- A. Request permission to approve the minutes of the Virtual Special Meeting of the City of Hialeah Charter School Oversight Committee of **April 14, 2020.**
- B. Request permission to increase the annual expenditure for professional services for the management services for the **City of Hialeah Educational Academy to Franklin**

- Covey**, from **\$40,000** to **\$41,000**. Funding for this expenditure will be drawn from Fiscal 19-20 budget against account number **315**.
- C. Request permission to increase the annual expenditure for repairs and maintenance for the **City of Hialeah Educational Academy** to **Home Depot**, from **\$15,000** to **\$20,000**. Funding for this expenditure will be drawn from Fiscal 19-20 budget against account number **513**.
 - D. Request permission to increase the annual expenditure professional services for the **City of Hialeah Educational Academy** to **Trane USA, Inc.**, from **\$31,000** to **\$65,000**. Funding for this expenditure will be drawn from Fiscal 19-20 budget against account number **671**.
 - E. Request permission to approve an annual expenditure for professional services for the management services for the **City of Hialeah Educational Academy** to **Alain Studios** not to exceed **\$20,000**. Funding for this expenditure will be drawn from Fiscal 19-20 budget against account number **372**.
 - F. Request permission to increase the annual expenditure for furniture for the **City of Hialeah Educational Academy** to **A-Team Office Products**, from **\$30,000** to **\$41,000**. Funding for this expenditure will be drawn from Fiscal 19-20 budget against account number **641**.
 - G. Request permission to decrease the annual expenditure for licenses for the **City of Hialeah Educational Academy** to **Curriculum Associates**, from **\$25,000** to **\$23,000**. Funding for this expenditure will be drawn from Fiscal 19-20 budget against account number **522**.
 - H. Request permission to approve an annual expenditure for the purchase of virtual education for the **City of Hialeah Educational Academy** to **Doral College** not to exceed **\$18,035**. Funding for this expenditure will be drawn from Fiscal 19-20 budget against account number **0310-0316**.
 - I. 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 **\$418,500**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **314**.
 - J. Request permission to approve an annual expenditure for professional services for the management services for the **City of Hialeah Educational Academy** to **Alain Studios** not to exceed **\$20,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **372**.
 - K. Request permission to approve the executed Title I Budget Appropriation Revision.
 - L. 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 **\$45,000**.

Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **510**.

- M.** Request permission to approve an annual expenditure for furniture for the **City of Hialeah Educational Academy to A-Team Office Products** not to exceed **\$60,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **641**.
- N.** 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 20-21 budget against account number **521**.
- O.** Request permission to approve an annual expenditure for food for the **City of Hialeah Educational Academy to Borden Dairy** not to exceed **\$25,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **570**.
- P.** Request permission to approve an annual expenditure for the Usage Fee for the **City of Hialeah Educational Academy to City of Hialeah** not to exceed **\$121,225**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **360**.
- Q.** Request permission to approve an annual expenditure for the Cost Allocation for the **City of Hialeah Educational Academy to City of Hialeah** not to exceed **\$69,750**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **360**.
- R.** Request permission to approve an annual expenditure for the lease for the **City of Hialeah Educational Academy to City of Hialeah** not to exceed **\$511,500**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **360**.
- S.** 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 20-21 budget against account number **510**.
- T.** Request permission to approve an annual expenditure for janitorial supplies for the **City of Hialeah Educational Academy to Cheney Brothers** not to exceed **\$20,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **513**.
- U.** Request permission to approve an annual expenditure for food for the **City of Hialeah Educational Academy to Cheney Brothers** not to exceed **\$180,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **570**.
- V.** Request permission to approve an annual expenditure for food for the **City of Hialeah Educational Academy to CiCi's Pizza** not to exceed **\$50,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **570**.
- W.** Request permission to approve an annual expenditure for communication for the **City of Hialeah Educational Academy to Comcast** not to exceed **\$22,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **370**.

- X. Request permission to approve an annual expenditure for licenses for the **City of Hialeah Educational Academy to Curriculum Associates** not to exceed **\$30,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **522**.
- Y. 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 **\$52,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **0310-0316**.
- Z. Request permission to approve an annual expenditure for insurance for the **City of Hialeah Educational Academy to Egis Insurance & Risk Advisors** not to exceed **\$51,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **320**.
- AA. Request permission to approve an annual expenditure for professional services for the management services for the **City of Hialeah Educational Academy to Franklin Covey** not to exceed **\$30,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **315**.
- BB. 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 20-21 budget against account number **521**.
- CC. 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 20-21 budget against account number **430**.
- DD. Request permission to approve an annual expenditure for the Legal Services for the **City of Hialeah Educational Academy to City of Hialeah** not to exceed **\$60,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **312**.
- EE. Request permission to approve an annual expenditure for repair and maintenance for the **City of Hialeah Educational Academy to Home Depot** not to exceed **\$20,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **513**.
- FF. Request permission to approve an annual expenditure for Computer Hardware for the **City of Hialeah Educational Academy to IT Savvy** not to exceed **\$100,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **643**.
- GG. Request permission to approve an annual expenditure for professional services for the **City of Hialeah Educational Academy to Layer 8 Security** not to exceed **\$30,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **621**.
- HH. Request permission to approve an annual expenditure for professional services for the **City of Hialeah Educational Academy to Layer 8 Security** not to exceed **\$20,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **315**.

- II.** 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 20-21 budget against account number **0310-0316**.
- JJ.** Request permission to approve an annual expenditure for textbooks for the **City of Hialeah Educational Academy to Pearson Education** not to exceed **\$15,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **642**.
- 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 20-21 budget against account number **522**.
- LL.** Request permission to approve an annual expenditure for materials and supplies for the **City of Hialeah Educational Academy to Performance Team Sport** not to exceed **\$15,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **512**.
- MM.** Request permission to approve an annual expenditure for professional services for the management services for the **City of Hialeah Educational Academy to Rethink** not to exceed **\$20,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **372**.
- 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 20-21 budget against account number **330**.
- 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 **\$20,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **0310-0320**.
- PP.** 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 20-21 budget against account number **512**.
- QQ.** Request permission to approve an annual expenditure for licenses for the **City of Hialeah Educational Academy to The College Board** not to exceed **\$40,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **512**.
- RR.** Request permission to approve an annual expenditure for waste services for the **City of Hialeah Educational Academy to Waste Management** not to exceed **\$53,000**. Funding for this expenditure will be drawn from Fiscal 20-21 budget against account number **380**.
- SS.** Request to approve the proposed 2020-2021 School Year Calendar.

- TT.** Request permission to approve the executed Certified Public Accountant Form for the 2019-2020 Charter School Compliance Management System.
- UU.** Request permission to approve the executed City of Hialeah Educational Academy Engagement Letter for years 2020-2022.
- VV.** Request permission to approve the Best & Brightest “add-on” fund allocation plans for approved schools.

7. PRESENTATION OF FINANCIAL REPORTS BY ACADEMICA DADE LLC

- A.** Request permission to approve the quarterly financials, which include the updated Balance Sheet Standard and Balance Sheet Unaudited as of March 2020, the Income Statement Profit & Loss Standard through March 2020, the General Ledger report from July 2019 through March 2020, and the Campus Budget as of May 2020.
- B.** Request permission to approve the proposed 2020-2021 City of Hialeah Education Academy Budget.

8. PRESENTATION OF PRINCIPAL’S REPORT BY CARLOS ALVAREZ, PRINCIPAL OF THE CITY OF HIALEAH EDUCATION ACADEMY

9. UNFINISHED BUSINESS

10. NEW BUSINESS

- A.** COVID-19 Potential Revenue Loss

11. COMMENTS AND QUESTIONS

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 two (2) 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:
May 28, 2020**