

CITY OF HIALEAH
CHARTER SCHOOL
OVERSIGHT COMMITTEE

Mayor Carlos Hernandez, Chair
Vivian Casáls-Muñoz, Vice Chair
Isis Garcia-Martinez, Secretary/Treasurer



Committee Members:

Jose F. Caragol
Katharine Cue-Fuente
Paul B. Hernández
Lourdes Lozano
Carl Zogby

CHARTER SCHOOL OVERSIGHT COMMITTEE MEETING
MINUTES
May 28, 2019
6:30 p.m.

Call to Order

REPORT: Chair, Mayor Carlos Hernandez called the meeting to order at 6:33 p.m.

Roll Call of Oversight Committee Members.

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

- Chair Carlos Hernandez
- Vice Chair Vivian Casáls-Muñoz
- Secretary/Treasurer Garcia-Martinez
- Committee Member Jose Caragol
- Committee Member Katherine Cue-Fuente
- Committee Member Paul Hernandez
- Committee Member Carl Zogby

• **Committee Members absent:**

- Committee Member Lourdes Lozano

Invocation given by Marbelys Fatjo, City Clerk

Pledge of Allegiance led by Committee Member Katherine Cue-Fuente

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 City Clerk, Marbelys Fatjo, and translated to Spanish by Brigitte Leal, Administrative Aide, Office of the City Clerk.

PRESENTATIONS

- Presentation by Chair, Mayor Carlos Hernandez to Andres Mendez in recognition of his bravery and heroism to the community. **PRESENTED**

REPORT: Carlos Alvarez, Principal of the City of Hialeah Educational Academy, addressed the board.

REPORT: Andres Mendez, senior at City of Hialeah Educational Academy, addressed the board.

1) ANNOUNCEMENT OF AMENDMENTS/CORRECTIONS TO THE AGENDA

- Backup to Item 3F has been amended and the updated budget placed on the dais for the Board'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 Zogby, and seconded by Committee Member Caragol. Motion passed 7-0-1 with Committee Member Lozano absent.

- A. Request permission to approve the minutes of the City of Hialeah Charter School Oversight Committee meeting for **February 12, 2019**.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

- B. Request permission to increase the annual expenditure for food for the **City of Hialeah Educational Academy to Cici's Pizza**, from **\$35,000** to **\$45,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **570**.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

- C. Request permission to increase the annual expenditure for janitorial supplies for the **City of Hialeah Educational Academy to Cheney Brothers**, from **\$15,000** to **\$20,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **513**.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

- D. Request permission to increase the annual expenditure for furniture for the **City of Hialeah Educational Academy to Island Fence of Dade**, from **\$41,000** to **\$42,000**. Funding for this expenditure will be drawn from Fiscal 18-19 budget against account number **635**.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

- E. 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 19-20 budget against account number **522**.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

- F. Request permission to approve an annual expenditure for licenses for the **City of Hialeah Educational Academy to Curriculum Associates** not to exceed **\$18,000**. Funding for this expenditure will be drawn from Fiscal 19-20 budget against account number **522**.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

- G. 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 19-20 budget against account number **641T**.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

- H. 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 19-20 budget against account number **522**.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

- I. 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 19-20 budget against account number **641T**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- J. 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 19-20 budget against account number **521**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- K. Request permission to approve an annual expenditure for professional services (professional services are exempt from competitive bidding) 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 19-20 budget against account number **314**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- L. 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 19-20 budget against account number **521**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- M. 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 19-20 budget against account number **570**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- N. 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 19-20 budget against account number **641**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- O. 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 19-20 budget against account number **510**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- P. Request permission to approve an 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 19-20 budget against account number **570**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano 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 19-20 budget against account number **570**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- R.** Request permission to approve an annual expenditure for communications for the **City of Hialeah Educational Academy** to **Comcast** not to exceed **\$22,000**. Funding for this expenditure will be drawn from Fiscal 19-20 budget against account number **370**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- S.** 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 19-20 budget against account number **320**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- T.** 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 19-20 budget against account number **430**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- U.** 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 19-20 budget against account number **521**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- V.** 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 **\$18,035**. Funding for this expenditure will be drawn from Fiscal 19-20 budget against account number **0310-0320**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- W.** 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 19-20 budget against account number **510**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

- X. 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 19-20 budget against account number **513**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- Y. Request permission to approve an annual expenditure for gym equipment for the **City of Hialeah Educational Academy** to **Gym Source** not to exceed **\$15,000**. Funding for this expenditure will be drawn from Fiscal 19-20 budget against account number **641**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- Z. Request permission to approve an annual expenditure of 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 19-20 budget against account number **360**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- AA. 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 19-20 budget against account number **360**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- BB. 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 **\$115,662.57**. Funding for this expenditure will be drawn from Fiscal 19-20 budget against account number **360**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- CC. Request permission to approve the 2018-2019 Public Certified account form.
ACTION: APPROVED 7-0-1 with Committee Member Lozano 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 **\$15,000**. Funding for this expenditure will be drawn from Fiscal 19-20 budget against account number **513**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- EE. Request permission to approve an annual expenditure for computer hardware for the **City of Hialeah Educational Academy** to **IT Savvy** not to exceed **\$35,000**. Funding for this expenditure will be drawn from Fiscal 19-20 budget against account number **643**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.
- FF. Request permission to approve an annual expenditure for professional services for the **City of Hialeah Educational Academy** to **Layer 8 Solutions** not to exceed **\$20,000**. Funding for this expenditure will be drawn from Fiscal 19-20 budget against account number **315**.
ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

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 **\$40,000**. Funding for this expenditure will be drawn from Fiscal 19-20 budget against account number **641**.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

HH. Request permission to approve the FLDOE for the SAFE (Student Attired for Education) Incentive Fund project application.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

II. Request permission to approve an annual expenditure for professional services for the **City of Hialeah Educational Academy to Trane USA, Inc** not to exceed **\$31,000**. Funding for this expenditure will be drawn from Fiscal 19-20 budget against account number **671**.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

JJ. 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 19-20 budget against account number **512**.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

KK. 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 19-20 budget against account number **330**.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

LL. 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 19-20 budget against account number **0310-0320**.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

MM. 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 19-20 budget against account number **512**.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

NN. Request permission to approve an annual expenditure for waste services for the **City of Hialeah Educational Academy to Waste Management** not to exceed **\$48,000**. Funding for this expenditure will be drawn from Fiscal 19-20 budget against account number **380**.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

OO. 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 19-20 budget against account number **0310-0316**.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

PP. Request permission to approve an annual expenditure for professional services (professional services are exempt from competitive bidding) for the management services for the **City of Hialeah Educational Academy** to **Franklin Covey** not to exceed **\$15,000**. Funding for this expenditure will be drawn from Fiscal 19-20 budget against account number **315**.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

QQ. Request permission to approve the proposed calendar for the 2019-2020 school year for City of Hialeah Educational Academy.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

3) PRESENTATION OF FINANCIAL REPORTS BY ACADEMICA DADE LLC

a) Request permission to approve 2018-2019 School Year Quarterly Financials for the City of Hialeah Educational Academy 2018-19 Budget ending February 2019

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent.

ACTION: Motion to Approve Item 3a made by Secretary/Treasurer Garcia-Martinez, and seconded by Vice Chair Casáls-Muñoz. Motion passed 7-0-1 with Committee Member Lozano absent.

b) Request permission to approve 2018-2019 School Year Quarterly Financials for the City of Hialeah Educational Academy 2018-19 Budget ending May 2019

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent

ACTION: Motion to Approve Item 3b made by Secretary/Treasurer Garcia-Martinez, and seconded by Committee Member Caragol. Motion passed 7-0-1 with Committee Member Lozano absent.

c) Request permission to approve the 2018-2019 Income Statement Profit & Loss Standard through March 2019

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent

ACTION: Motion to Approve Item 3c made by Vice Chair Casáls-Muñoz, and seconded by Secretary/Treasurer Garcia-Martinez. Motion passed 7-0-1 with Committee Member Lozano absent.

d) Request permission to approve the 2018-2019 Balance Sheet Standard as of March 2019.

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent

ACTION: Motion to Approve Item 3d made by Vice Chair Casáls-Muñoz, and seconded by Secretary/Treasurer Garcia-Martinez. Motion passed 7-0-1 with Committee Member Lozano absent.

- e) Request permission to approve the 2018-2019 Revenue, Expenditure, and Changes in Fund Balance ending March 31, 2019

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent

ACTION: Motion to Approve Item 3e made by Secretary/Treasurer Garcia-Martinez, and seconded by Committee Member Caragol. Motion passed 7-0-1 with Committee Member Lozano absent.

- f) Request permission to approve the 2019-2020 School Year Proposed Budget

ACTION: APPROVED 7-0-1 with Committee Member Lozano absent

ACTION: Isabella Bayheart, 6340 Sunset Drive, addressed the City Council regarding this item.

ACTION: Motion to Approve Item 3f made by Committee Member Hernandez, and seconded by Secretary/Treasurer Garcia-Martinez. Motion passed 7-0-1 with Committee Member Lozano absent.

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

- **ACTION: The Principal's report was presented by Carlos Alvarez.**

5) UNFINISHED BUSINESS

None.

6) NEW BUSINESS

None.

7) COMMENTS AND QUESTIONS

None.

REPORT: Meeting was adjourned by Chair Carlos Hernandez at 6:57 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 27, 2019, at 6:30 p.m.**