

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

**CHARTER SCHOOL OVERSIGHT COMMITTEE MEETING
(VIRTUAL)
Minutes
August 25, 2020
6:30 p.m.**

1. CALL TO ORDER

A. **REPORT:** Mayor Hernandez called the meeting to order at 6:38 p.m.

2. ROLL CALL

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

1. Chair Carlos Hernandez
2. Vice Chair Paul Hernandez
3. Committee Member Katharine Cue-Fuente
4. Committee Member Jacqueline Garcia-Roves
5. Committee Member Jesus Tundidor

B. **REPORT:** City Clerk, Marbelys Fatjo, called the roll with the following Committee Member absent:

1. Secretary/Treasurer Oscar De la Rosa
2. Committee Member Monica Perez
3. Committee Member Carl Zogby

C. **REPORT:** Also present was Lorena Bravo, City Attorney.

3. INVOCATION

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

4. PLEDGE OF ALLEGIANCE

A. REPORT: Council Member Garcia-Roves led the Pledge of Allegiance.

5. MEETING GUIDELINES

The following guidelines, which apply to today's Charter School Oversight Committee Meeting, have been set by Mayor Carlos Hernandez through the execution of an Order on Emergency Public Meeting Guidelines and Procedures Using Communications Media Technology In Response To COVID-19:

- 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 Procedures for Virtual Public Meetings of the City Council using Communications Media Technology in Response to COVID-19 have been adopted as minimum procedures for all emergency public meetings of the City Council, boards and committees of the City of Hialeah effective the execution of **Order on Emergency Public Meeting Guidelines and Procedures using Communications Media Technology in Response to COVID19**, signed by Mayor Carlos Hernandez on April 8, 2020.
- The virtual public meeting shall be broadcast live for members of the public to view on the City's Facebook page. A Facebook account is not required in order to view this virtual public meeting. In addition, members of the public may hear the meeting live through telephonic conferencing. You can join the meeting via telephonic conferencing using any telephone or cellular phone service. A smart device or computer are not necessary to participate in the meeting if you join by phone.
- 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 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.

- 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.

6. COMMENTS AND QUESTIONS

- A. **REPORT:** The Office of the City Clerk did not receive e-mail messages from persons interested in making comments or posing questions on matters of public concern.
- B. **REPORT:** No one interested in making comments or posing questions on matters of public concern registered with the Office of the City Clerk to participate live during the meeting using Zoom:
- C. **REPORT:** Chair Hernandez asked anyone watching or listening to the meeting who would like to speak, to use the raising of the hand feature on Zoom. No one from the public expressed interest in participating.

7. ANNOUNCEMENT OF AMENDMENTS/CORRECTIONS TO THE AGENDA

- A. Backup documentation to Consent Item 8F has been updated.
- B. Consent Items V and W have been added to today's agenda.

8. 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: Motion to Approve the Consent Agenda, made by Vice Chair Hernandez, and seconded by Committee Member Tundidor. Motion passes 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- A. Request permission to approve the minutes of the City of Hialeah Charter School Oversight Committee meeting of May 26, 2020.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- B. Request permission to approve the minutes of the City of Hialeah Charter School Oversight Committee meeting of May 28, 2020.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- C. Request permission to set the Oversight Committee meeting dates for the 2020-2021 school year as follows: November 24, 2020, February 23, 2021, May 25, 2021, and August 24, 2021.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- D. Request permission to approve the executed 2020-2021 Mental Assistance Allocation Plan.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- E. Request permission to approve the executed Miami-Dade County Public Schools Department of Title I Administration Assurance of Accountability and Compliance with Title I Schoolwide Programs Guidelines form for the 2019-2020 school year.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- F. Request permission to approve the executed Miami-Dade County Public Schools Agreement for Charter School Teachers Accepting Out-of-Field Assignments form.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- G. Request permission to increase the annual expenditure issued to Layer 8 Solutions, for professional services (audiovisual) provided to the City of Hialeah Educational Academy, by an additional amount of \$55,000, for a new total cumulative expense amount not to exceed \$75,000.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- H. Request permission to increase the annual expenditure issued to IT Savvy, for the purchase of computer hardware used by the City of Hialeah Educational Academy, by an additional amount of \$30,000, for a new total cumulative expense amount not to exceed \$75,000.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- I. Request permission to increase the annual expenditure issued to A-Team Office Products, for materials and supplies used by the City of Hialeah Educational Academy, by an additional amount of \$3,000, for a new total cumulative expense amount not to exceed \$46,000.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- J. Request permission to increase the annual expenditure issued to Gym Source, for gym equipment for the City of Hialeah Educational Academy, by an additional amount of \$1,000, for a new total cumulative expense amount not to exceed \$16,000.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- K. Request permission to increase the annual expenditure issued to CDW Government, for the purchase of materials and supplies for the City of Hialeah Educational Academy, by an additional amount of \$3,000, for a new total cumulative expense amount not to exceed \$18,000.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- L. Request permission to reject Hialeah Invitation to Bid No. 2019/20-3230-00-005-COHEA - *New Classrooms – Addition - General Contractors*, because the bids that were submitted to the City exceeded the budgeted amount for the project. Further request permission to grant the City of Hialeah Construction and Maintenance Department permission to re-bid the project.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- M. Request permission to approve the re-appointment of Carlos Alvarez as Principal of the City of Hialeah Educational Academy for the 2020-2021 school year.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- N. Request permission to approve the re-appointment of Ivelisse Puente as Vice Principal of the City of Hialeah Educational Academy for the 2020-2021 school year.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- O. Request permission to approve the re-appointment of Daniel Montelongo as Assistant Principal of the City of Hialeah Educational Academy for the 2020-2021 school year.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- P. Request permission to re-appoint Sharon Dziedzic as the official representative of the City of Hialeah Educational Academy and the Charter School Oversight Committee per Florida Statute 1002.33.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- Q. Request permission to approve the executed Charter Schools Title I Budget Appropriation Details form for Fiscal Year 2020-2021.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- R. Request permission to approve the executed Miami-Dade County Public Schools - Charter School Compliance and Support Curriculum and Compliance Review Action Plan form.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- S. Request permission to approve the executed 2020-2021 Charter School Safety and Security Requirement Assurances form.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- T. Request permission to approve the executed 2020-2021 Charter School Safe School Officer form.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- U. Report of Scrivener's Error – During the Charter School Oversight Committee Meeting of May 28, 2020 the Committee approved an expenditure for the purchase of virtual education for the City of Hialeah Educational Academy to Doral College in an amount not to exceed \$18,035 (Item H). This item was approved with the incorrect expenditure amount. The item is being amended to correct the expenditure amount from \$18,035 to \$52,000.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- V. Proposed resolution adopting the Miami-Dade County Public Schools Threat Assessment Policies and Procedures for the 2020-2021 school year.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.
RESOLUTION 2020-004

- W. Request permission to approve the updated City of Hialeah Educational Academy employment contracts for teachers and administration.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

9. PRESENTATION OF FINANCIAL REPORTS BY ACADEMICA DADE LLC

- A. Request permission to approve the quarterly financials, which include the updated Balance Sheet Standard and Unaudited Financial Statements as of June 2020, the Income Statement Profit & Loss Standard through June 2020, and the General Ledger report from July 2019 through June 2020.

B.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

REPORT: Motion to Approve Item 9A, made by Committee Member Cue-Fuente, and seconded by Vice Chair Hernandez. Motion passes 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

- C. Request permission to approve the Final Campus Budget for 2019-2020 and Campus Budget for 2020-2021.

APPROVED 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

REPORT: Motion to Approve Item 9B, made by Vice Chair Hernandez, and seconded by Committee Member Cue-Fuente. Motion passes 5-0-3 with Secretary/Treasurer De la Rosa, Committee Member Perez and Committee Member Zogby absent.

10. PRINCIPAL'S REPORT

- A. Presentation of the Principal's Report by Carlos Alvarez, Principal of the City of Hialeah Educational Academy.

REPORT: Presented by Graciela Carbajosa, Dean of Academics.

11. UNFINISHED BUSINESS

REPORT: None.

12. NEW BUSINESS

REPORT: None.

REPORT: The meeting was adjourned by Chair Carlos Hernandez at 7:04 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 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:
Tuesday, November 24, 2020 at 6:30 p.m.**