

CITY OF HIALEAH  
CHARTER SCHOOL  
OVERSIGHT COMMITTEE

Mayor Esteban Bovo, Jr., Chair  
Monica Perez, Vice Chair  
Jacqueline Garcia-Roves, Secretary/Treasurer



Committee Members:

Bryan Calvo  
Vivian Casáls-Muñoz  
Luis Rodriguez  
Jesus Tundidor  
Carl Zogby

SPECIAL MEETING OF THE CHARTER SCHOOL OVERSIGHT  
COMMITTEE MINUTES

December 13, 2022  
6:30 p.m.

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1. **CALL TO ORDER**

A. **REPORT:** Mayor Bovo called the meeting to order at 6:32 p.m.

2. **ROLL CALL**

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

1. Mayor Esteban Bovo, Chair
2. Council Vice President Jacqueline Garcia-Roves, Secretary/Treasurer
3. Council Member Vivian Casáls-Muñoz, Committee Member
4. Council Member Luis Rodriguez, Committee Member
5. Council Member Carl Zogby, Committee Member

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

1. Council President Monica Perez, Vice Chair
2. Council Member Bryan Calvo, Committee Member
3. Council Member Jesus Tundidor, Committee Member

3. **INVOCATION**

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

#### 4. PLEDGE OF ALLEGINANCE

**A. REPORT:** Committee Member Zogby led the Pledge of Allegiance.

#### 5. MEETING GUIDELINES

*The following guidelines apply to today's Charter School Oversight Committee Meeting:*

- **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.
- Any person, whether participating via the web platform, telephonic conferencing or physical presence at City Hall, 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.
- 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.
- The public can view public meetings on the City's YouTube page ([www.youtube.com/cityofhialeahgov](http://www.youtube.com/cityofhialeahgov)).
- Members of the public may hear the meeting live through 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.
- All persons participating via the web platform 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.

**REPORT:** Marbelys Fatjo, City Clerk, read the meeting guidelines into the record.

**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 participating via Zoom expressed interest in making comments or posing questions on matters of public concern.
- C. **REPORT:** There was no one present in the Council Chambers or at City Hall who expressed interest in participating in this portion of the meeting.

**7. ANNOUNCEMENT OF AMENDMENTS/CORRECTIONS TO THE 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: Council Member Casáls-Muñoz requested that Consent Item P be removed from the Consent Agenda for separate discussion.**

**REPORT: Motion to Approve the Consent Agenda, except Item P, made by Committee Member Zogby, and seconded by Committee Member Casáls-Muñoz. Motion passes 5-0-3 with Vice Chair Perez, and Committee Members Calvo and Tundidor absent.**

- A. Request permission to approve the minutes of the City of Hialeah Charter School Oversight Committee Meeting of **September 13, 2022.**

**APPROVED 5-3**

- B. Request permission to approve the executed Restriction/Disclosure of Employment of Relatives form.

**APPROVED 5-3**

- C. Request permission to approve the executed Charter School Attestation Form Regarding Employee Contracts.

**APPROVED 5-3**

- D. Request permission to approve the executed 2022-2023 School Improvement Process (SIP) Signature Page - Charter School form.

**APPROVED 5-3**

- E. Request to Approve the Miami-Dade County Public Schools Charter School Teacher Salary Increase Allocation Plan Governing Board Certification Form.

**APPROVED 5-3**

- F. Request to approve the executed City of Hialeah Educational Academy Management Engagement letter for the fiscal year 2022 audit by Caballero Fierman Llerna and Garcia LLP.

**APPROVED 5-3**

- G. Request to approve the City of Hialeah Educational Academy, Inc. Communication Letter and Basic Financial Statements for the fiscal year that ended on June 30, 2022 performed by Caballero Fierman Llerna and Garcia LLP.

**APPROVED 5-3**

- H. Request to approve the executed Miami-Dade County Public Schools 2022-2023 Charter School Teacher/Administrator Evaluation System Declaration Form.

**APPROVED 5-3**

- I. Request to approve the executed Title II Charter School Reimbursement Checklist and attached backup documentation.

**APPROVED 5-3**

- J. Request to approve the executed Performance Goals and Framework form for school year 2022-2023.

**APPROVED 5-3**

- K. Request permission to approve the ratified annual expenditure for the procurement of AP Exams licenses for the **City of Hialeah Educational Academy to The College Board**, from **\$24,000.00 to \$26,000.00**.

Funding for this expenditure will be drawn from the fiscal year 22-23 budget against account number **512**.

**APPROVED 5-3**

- L. Request permission to approve the ratified annual expenditure for the procurement for Remodeling and Renovations for the **City of Hialeah Educational Academy to Dade Builders** from **\$149,000.00 to \$156,000.00**.

Funding for this expenditure will be drawn from the fiscal year 22-23 budget against account number **681**.

**APPROVED 5-3**

- M. Request permission to approve the ratified annual expenditure for the procurement for Air Conditioning (professional services) for the **City of Hialeah Educational Academy** to **Carrier Enterprise** from **\$30,000.00** to **\$45,000.00**.

Funding for this expenditure will be drawn from the fiscal 22-23 budget against account number **681**.

**APPROVED 5-3**

- N. Request permission to approve the annual expenditure for procurement for licenses for the **City of Hialeah Educational Academy** to **RTB Data & Consulting LLC** not to exceed **\$15,500.00**.

Funding for this expenditure will be drawn from the fiscal year 22-23 budget against account number **522**.

**APPROVED 5-3**

- O. Request permission to approve an annual expenditure for professional services for valuation consulting services for the **City of Hialeah Educational Academy** to **Marcum Accountants and Advisors LLP** not to exceed **\$122,500.00**.

Funding for this expenditure will be drawn from the fiscal 22-23 budget against account number **312**.

**APPROVED 5-3**

- P. Request permission to approve the executed Certificate of Governing Board Chair/Member Regarding Charter School Disbursement and Allocation of November 8, 2018 Referendum Funds in the amount of \$896,402.52.

**APPROVED 5-3**

**REPORT: Motion to Approve Consent Item P made by Committee Member Casáls-Muñoz, and seconded by Committee Member Garcia-Roves. Motion passes 5-3 with Vice Chair Perez, and Committee Members Calvo and Tundidor absent.**

**9. PRESENTATION OF FINANCIAL REPORTS BY ACADEMICA DADE LLC**

- A. Request to approve the updated 2022-2023 budget for the City of Hialeah Educational Academy as of December 2022.

**APPROVED 5-3**

**REPORT:** Andres Ruiz presented via Zoom.

**REPORT: Motion to Approve Item 9A made by Committee Member Casáls-Muñoz, and seconded by Committee Member Zogby. Motion passes 5-3 with Vice Chair Perez, and Committee Members Calvo and Tundidor absent.**

- B. Request to approve the Balance Sheet Standard, General Ledger, Statement of Revenue, Expenditures, and Changes in Fund Balance, (Unaudited) as of September 30, 2022.

**REPORT: Motion to Approve Item 9B made by Committee Member Zogby, and seconded by Committee Member Casáls-Muñoz. Motion passes 5-3 with Vice Chair Perez, and Committee Members Calvo and Tundidor absent.**

**10. UNFINISHED BUSINESS**

**REPORT: None**

**11. NEW BUSINESS**

**REPORT: None**

**REPORT:** Chair Bovo adjourned the meeting at 6:41 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: February 28, 2023 at 6:30 PM**