



## Classical Education Network (CEN)

Minutes for Meeting of the Board of Directors

June 29<sup>th</sup>, 2022, at 2:30 P.M.

### MINUTES

---

#### Members in Attendance

- Ms. SandraLee Buxton
- Mr. Christopher Hudson
- Mr. Glenton Gilzean
- Dr. Laura Pate

#### Guests

- Mrs. Erika Donalds

#### Members Absent

- 
1. Meeting called to order at 2:33 p.m. by Mr. Hudson
  2. Roll call attendance conducted by Mr. Hudson.
  3. Approval of meeting minutes: 4-26-2022, 5-5-2022 [vote]  
***Motion to approve meeting minutes made by Dr. Pate, seconded by Ms. Buxton, vote: unanimous***
  4. Optima Foundation Report – Mrs. Donalds reported that both school applications for Fort Myers and Estero were approved unanimously last night by the Lee County School Board. Optima has already applied to Hillsdale for one of these schools which includes the interview of CEN Board members on July 27<sup>th</sup>. We will be applying for the second school and two more schools to open 2024. Optima has also been looking for a partner to open a private school option. New Hope in Martin County wants to partner using a program that Optima will create with a menu of services and then replicate to use for churches and other private schools as a huge demand exists.  
Optima recently hired a CFO, David Coons, who will manage Finance, Compliance, and HR.  
Mr. Hudson thanked Erika for the update.
  5. New Business
    - a. Hillsdale Interview of CEN Board Members – Mrs. Donalds shared a preview of what to expect during the interview on July 27<sup>th</sup>.
    - b. Optima Classical Academy (OCA) Document Approvals – [vote]  
***Motion made by Dr. Pate to approve school documents as presented, seconded by Mr. Gilzean, vote: unanimous***
      - i. 2022-2023 Academic Calendar
      - ii. 2022-2023 Student Progression Plan
      - iii. 2022-2023 Mental Health Assistance Allocation Plan (MHAAP)
    - c. Board Resolution to approve David Coons, CPA with signing authority – [vote] Dr. Pate asked if Optima is still using ESI Works for HR services. Mrs. Turner responded that we are still working alongside ESI and with the recent hire of a Director of HR, the plan is to eventually

bring all HR functions in-house.

***Motion made by Dr. Pate, seconded Mrs. Buxton, vote: unanimous***

- d. Agreement with OptimaEd/Optima Domi Virtual Instruction Provider Agreement – [vote] Mrs. Donalds further explained that every virtual charter school has to contract with a state-approved Virtual Instruction Provider (VIP). The State allows the VIP to contract directly with schools, eliminating the need for a charter contract. However, until the District formally approves this request, we need this agreement for a term of one year, 2022-2023 school year. Only approved for VIP through 8<sup>th</sup> grade. Optima is approved for a VIP through 8<sup>th</sup> grade and will submit for 9<sup>th</sup> grade in the Fall Optima submitted the name change from Optima Domi to OptimEd which is still pending. ***Motion to accept the agreement made by Dr. Pate, seconded by Ms. Buxton, vote: unanimous***
  
  - e. Board Meeting Schedule for 2022-2023 – [vote] – Correct June to June 29th, edit December 7th to 6th, and January 10<sup>th</sup> to 11th.  
***Motioned by Dr. Pate to approve the proposed schedule with edits discussed, seconded by Mr. Gilzean, vote: unanimous.***
  
  - f. Engagement Letter and Conflict Waiver, Arnold Letters – [vote]  
***Motion made by Dr. Pate to approve both Arnold Law letters, seconded by Mrs. Buxton, vote: unanimous***
  
  - g. New Board Member, Yvonne Caldwell – [vote] Mrs. Donalds presented Ms. Caldwell’s background.  
***Motion to add Yvonne Caldwell made by Dr. Pate, seconded by Ms. Buxton, vote: unanimous***  
Hillsdale College Board Development Conference – Mrs. Kuhl will send the Hillsdale College Board Development Conference November dates to Board members.
6. Policy Approvals - Optima Classical Academy (OCA) – [vote]  
***Motioned by Dr. Pate, seconded by Ms. Buxton, vote: unanimous***
- a. 1000 – Governance Policies
  - b. 2000 – Student Policies
  - c. 3000 – Academic Policies
  - d. 4000 – Financial Policies
  - e. 5000 – Management Policies
  - f. 6000 – Staff Policies – *please note updated 6700 Travel and Entertainment Expenses*

7. Board Comments

- a. Ms. Buxton asked about teacher retention. Mrs. Donalds responded that Optima offers for teachers to attend the Hillsdale training in order to prepare and network. This year Optima will host Hillsdale new teacher training in Tampa. Our returning teachers have two weeks of training prior to the start of school. Optima has increased compensation to be commensurate with school districts. And finally, Optima has a Professional Development Certified in-house program

(PDCP), so teachers do not have to incur expenses for additional coursework. Optima will be bringing Human Resources in-house also which will allow for more relationship building with employees and cultivation of human capital.

- b. Dr. Pate asked if CEN Board members will receive updates on the OCA school enrollment and staffing. Mrs. Donalds responded that once the District approves the agreement, CEN will then be the official Board for OCA. Optima will provide an update at our next meeting on August 2<sup>nd</sup>.

8. Adjournment – meeting was adjourned at 3:28 p.m.

*Next Board Meeting: Tuesday, August 2<sup>nd</sup>, 2022, 2:30-4:00 p.m.*