

**MINUTES OF MEETING OF BOARD OF DIRECTORS  
OF  
NORTHSTAR ACADEMIES, INC.  
September 19, 2023**

A meeting of the Governing Board of NorthStar Academies, Inc. was held on Tuesday, September 19, 2023, at 4:30 PM. This Meeting was held at Chambers High School, located at -698 Homestead Blvd, Homestead, FL 33030.

The following Governing Board Members appeared in person: Chairperson, Ms. Beth Adelman, Mr. Ira Paul, and Mr. Douglas Shelton.

The following Governing Board members were present via Zoom video conference: Mr. Robert Holland and Mr. Martin Burkett.

The following guests also were present *via* Zoom video conference: Dr. Eunice Casey, Director of School Leadership & Support Services, EdisonLearning; Mendi Riggins, Sr. Executive Assistant, EdisonLearning; Susan DeAngelo, Talent Acquisition Specialist, EdisonLearning; Jeff Wood, Tripp Scott, LLP; Luis Sullivan, Arza and Associates; Dr. Sharard Walker, Principal, Palm Beach Preparatory Charter Academy; Alejandro Madrigal, Principal, CG Bethel High School; Charmayne Joseph, Principal, Sunrise High School; Kerry Ann Brammer, Principal, Sunrise High School; Daniel Walke, Principal, Chambers High School; Dwayne Stewart, Principal, Main Street High School; Michelle Schmitt, Senior Controller, EdisonLearning; Jennifer Anglin, Director of Career & Technical Education; Jennie Gil de Lamadrid, Osceola School District.

The meeting was called to order at 4:33 p.m. The meeting was chaired by Board Chairperson, Ms. Beth Adelman. Ms. Mendi Riggins recorded the Minutes and conducted a roll call. Ms. Adelman noted that Mr. Ira Paul, Mr. Robert Holland, Mr. Martin Burkett, and Mr. Doug Shelton were present.

A quorum was present.

There were no requests for public comment.

On a motion by Mr. Paul and a second by Mr. Shelton, the Board unanimously agreed to approve the following items on the Consent Agenda:

- Board Meeting Minutes dated August 15, 2023
- Ratification of interim actions by the Board Chairman

On a motion by Mr. Paul and a second by Mr. Shelton, the Board unanimously agreed to ratify the following actions by the Board Chairman, which were required to be performed by the Board Chairman prior to the Board meeting.

### Andrews High School

- 23-24 Charter School Safety and Security Requirements Assurance
- Charter School Teacher Salary Increase Allocation
- ESE Statement of Assurance
- Land and Building Lease
- SY24 Mental Health Assistance Allocation Plan
- Mutual General Release
- Safe School Officer Compliance Documentation
- Out of Field Staff Report
- Student/Parent Handbook
- Employee Manual

### CG Bethel High School

- 23-24 Charter School Safe School Officer Attestation Form
- 23-24 Charter School Safety and Security Requirements Assurance
- Alyssa's Alert- Charter School Contractor Selection Form 23-24
- Fee Schedule
- Governing Board Meeting Schedule
- 22-23 SY Charter School Youth Mental Health Awareness Training Attestation Form
- Mental Health Assistance Allocation Plan Charter School Opt-In Form 23-24
- Teacher Salary Increase Allocation Plan
- Notice of Audit
- Restriction: Disclosure of Employment of Relatives
- Student/Parent Handbook
- Employee Manual

### Chambers High School

- Restriction/Disclosure of Employment of Relatives
- Charter School Attestation Form Regarding Employee Contracts
- 23-24 Charter School Teacher/Administrator Evaluation System Declaration Form
- Attachment B Certification of Governing Board Chair regarding charter disbursement and allocation of November 8, 2018 referendum funds
- Student/Parent Handbook
- Employee Manual
- Notice of Audit

### Main Street High School

- Mental Health Assistance Allocation Plan
- Model Behavior Threat Assessment Policies Letter
- Student/Parent Handbook
- Employee Manual
- Out of field staff report

### Palm Beach Preparatory Charter Academy

- District's ACH Form
- Title 1 Reimbursement #1
- Title 1 Reimbursement #2
- Title 1 Reimbursement #3
- Title 1 Reimbursement #4
- FY24 Referendum Expenditure Plan
- FY23 Charter School Quarterly Referendum Revenue & Expenditure Report

- Student/Parent Handbook
- Employee Manual

#### Sunrise High School

- 23-24 Charter School Safe School Officer Attestation Form
- 23-24 Charter School Safety and Security Requirements Assurance
- Charter School Teacher Salary Increase Allocation
- ESE Statement of Assurance
- SY24 Mental Health Assistance Allocation Plan
- Charter School SY23 Certification of Youth Mental Health Awareness Training
- Safe School Officer Compliance Documentation
- Student/Parent Handbook
- Employee Manual

#### NorthStar Academies

- Facility Management, Maintenance and Custodial Services Agreement

Ms. Adelman welcomed the Board Members back and provided words of encouragement for a successful academic year.

Dr. Casey provided the Board with an overview of the Letter of Intent for Main Street High School's Charter renewal. On a motion by Mr. Paul and a second by Mr. Shelton, the Board unanimously agreed to approve the Letter of Intent for Main Street High School's Charter renewal.

Dr. Casey presented the Renewal Application Certification Statement Form for Main Street High School, which is required for the Charter renewal application. On a motion by Mr. Paul and a second by Mr. Shelton, the Board unanimously agreed to approve the Renewal Application Certification Statement Form.

Dr. Casey provided the Board with an overview of Policy 4380: Behavioral Threat Assessment, Policy 5100: Discipline Policy-Suspension and Expulsion, Policy 5.8: Code of Student Conduct, House Bill 802: Permanency Determination by the court, Policy 2000: School Safety Requirements and Monitoring, Policy 5006: Discipline Policy-Suspension and Expulsion. Full copies of the policies were provided in advance for the Board to review.

On a motion by Mr. Paul and a second by Mr. Shelton, the Board unanimously agreed to approve the acceptance of Policy 4380.

On a motion by Mr. Paul and a second by Mr. Shelton, the Board unanimously agreed to approve the acceptance of Policy 5100.

On a motion by Mr. Paul and a second by Mr. Shelton, the Board unanimously agreed to approve the acceptance of Policy 5.8.

On a motion by Mr. Paul and a second by Mr. Shelton, the Board unanimously agreed to approve the acceptance of House Bill 802.

On a motion by Mr. Paul and a second by Mr. Shelton, the Board unanimously agreed to approve the acceptance of Policy 2000.

On a motion by Mr. Paul and a second by Mr. Shelton, the Board unanimously agreed to approve the acceptance of Policy 5006.

A legislative update was not provided.

Ms. Schmitt provided the Board with a review of the July financial reports and updates for the following schools:

- 1 . Andrews High School
- 2 . CG Bethel High School
- 3 . Chambers High School
- 4 . Main Street High School
- 5 . Palm Beach Preparatory Charter Academy
- 6 . Sunrise High School

A complete copy of the July financials for each school was included in the Board packet, which was distributed for the Board's review prior to the meeting. On a motion by Mr. Paul and a second by Mr. Holland, the Board unanimously agreed to approve the July financial reports as presented for each of the above schools.

The following principals presented a brief report on the accomplishments and goals of their schools: Ms. Charmayne Joseph, principal, Sunrise High School; Dr. Dwayne Stewart, Principal, Main Street High School, and Dr. Sharard Walker, Principal, Palm Beach Preparatory Charter Academy. No vote was required.

Dr. Casey provided the Board with an overview of the Main Street High School Charter Renewal visit process. No vote was required.

Dr. Casey provided the Board with an update regarding the MOU between Palm Beach State College and Palm Beach Preparatory Charter Academy. No vote was required.

Dr. Casey informed the Board of Sunrise High School's upcoming District Program Review and the process. No vote was required.

Dr. Casey informed the Board that the 2023-2024 Employee Manual was undergoing revisions and requested to continue operating under the previously approved 2022-2023 Employee Manual pending the completion of the 2023-2024.

On a motion by Mr. Holland and a second by Mr. Burkett, the Board unanimously agreed to approve the adoption of the 2022-2023 Employee Manual until the revisions of the 2023-2024 Employee Manual are completed.

Ms. DeAngelo provided the Board with the personnel report. No vote was required.

With no further discussions, the meeting was adjourned at 5:35pm on a motion by Mr. Shelton and seconded by Mr. Holland.

By: Beth Adelman  
Beth Adelman (Oct 23, 2023 15:10 EDT)  
Title: Governing Board Chairman