

DISCOVERY EDUCATION SERVICES INC.,  
GOVERNING BOARD MEETING

Thursday, April 26, 2018  
6:00 PM  
at Osceola Science Charter School

Schools:

Orlando Science Middle/High School  
Orlando Science Elementary School  
Seminole Science Charter School  
Osceola Science Charter School

AGENDA

1. Call to order
2. Approval of the agenda items
3. Approval of January 16, 2018 meeting minutes
4. Executive Director Report
5. Public Remarks
6. Request for Approval of OSCS CSP grant final budget
7. Request for Approval of OSS Lynx Campus lease extension and 4<sup>th</sup> amendment
8. Request for Approval of Discovery Education Services Report 5500
9. Request for Approval of line of credit renewal
10. Request for Approval of landscaping contract
11. Request for Approval of record retention memo
12. Request for Approval Best and Brightest Teachers Scholarship
13. Request for Approval of board meeting dates
  - a. 5/10/2018
  - b. 6/07/2018

DISCUSSION ITEMS

14. Mission Statement reviews
15. Campus safety and School Resource Officer matters
16. Review of quarterly financials
17. Osceola Science Charter School lease negotiations
18. Osceola Science FL DOE CSP site visit report

19. Board members emails
20. STEM certification progress
  - a. OSS external team visit 5/20-22/2018
  - b. OSES external team Visit 5/23 – 25/2018
21. Closure of the meeting

**Items discussed and voted by Governing Board Members:**

1. Call to order- Mr. Fortna called the meeting to the order at 6:18 PM.

**2. Approval of the agenda items**

- Mr. Sabuncu moved the motion for approval of agenda items. Ms. Sharon seconded. **The motion was approved unanimously.**

**3. Approval of January 16, 2018 meeting minutes**

- Ms. Sharon moved the motion for approval of January 16, 2018 meeting minutes. Mr. Sabuncu seconded. **The motion was approved unanimously.**

**4. Executive Director Report**

Dr. Akin informed the board about following items

- 1) SSCS AdvancED external visit
- 2) OSS High School Construction progress few pictures
- 3) OSS Science Olympiad
- 4) OSES Science Olympiad
- 5) OSS College Acceptances
- 6) LCIR Funds
- 7) OSCS Amazon.com donation
- 8) OSCS Campus Development

**5. Public Remarks**

- OSCS PVO Board members made public comments about teacher retention, co-located campus matters and teaching strategies of the school.

**6. Request for Approval of OSCS CSP grant final budget**

- Ms. Sharon moved the motion for approval of OSCS CSP grant final budget. Ms. Sabuncu seconded. **The motion was approved unanimously.**

## 7. Request for Approval of OSS Lynx Campus lease extension and 4<sup>th</sup> amendment

- Dr. Akin explained the lease extension terms and the amendment to the board members and then board members reviewed it. Mr. Sabuncu moved the motion for approval of OSS Lynx Campus lease extension and 4<sup>th</sup> amendment. Ms. He seconded. **The motion was approved unanimously.**

## 8. Request for Approval of Discovery Education Services Report 5500

- Dr. Akin and Mr. Cevik explained to the board members that due to the number of participants to the schools` medical benefit programs being one hundred employees, it is a requirement for Discovery Education Services, Inc to submit a 5500 report to IRS to be compliance. Mr. Sabuncu moved the motion for approval of the 5500 report. Ms. Sharon seconded. **The motion was approved unanimously.**

## 9. Request for Approval of line of credit renewal

- Dr. Akin explained to the board members that due to the expansion projects of campuses, there could be a possible need of the line of credit for purchasing furniture fixtures, interactive panels textbooks, curriculum and any other start up needs of new students. Ms. Sharon moved the motion for approval of line of credit renewal with Seacoast Bank. Mr. Sabuncu seconded. **The motion was approved unanimously.**

## 10. Request for Approval of landscaping contract

- The landscaping contract was presented to the board, and Dr. Akin explained the need of hiring a professional landscaping company to maintain the field and campuses in Orange County. Mr. Sabuncu moved the motion for approval of landscaping contract. Ms. He seconded. **The motion was approved unanimously.**

## 11. Request for Approval of record retention memo

- Record retention memo presented to the board members based on federal and state law requirements. Ms. Sharon moved the motion for approval of record retention memo. Ms. He seconded. **The motion was approved unanimously.**

## 12. Request for Approval Best and Brightest Teachers Scholarship

- Ms. Sharon moved the motion for approval of final Best and Brightest Scholarship distribution list based upon FLDOE criteria. Ms. He seconded. **The motion was approved unanimously.**

## 13. Request for Approval of board meeting dates

The board members voted the below dates for upcoming board meetings.

- a. 5/10/2018
- b. 6/07/2018

- Ms. Sharon moved the motion for approval of board meeting dates. Ms. He seconded. **The motion was approved unanimously.**

## **DISCUSSION ITEMS**

- Items 14 through 20 discussed, reviewed and shared with the board members.  
Dr. Akin provided some information to the board members about the upcoming events/visits.

### **14. Mission Statement reviews.**

- AdvancED accreditation protocol requires review of mission statement by the stake holder.

### **15. Campus safety and School Resource Officer matters**

- Dr. Akin briefed the board about campus safety activities and progress on bringing SRO on all campuses.

### **16. Review of quarterly financials**

- Financial reports were reviewed.

### **17. Osceola Science Charter School lease negotiations**

- The board was informed about the amendment of OSCS Sublease

### **18. Osceola Science FL DOE CSP site visit report**

- FLDOE Site visit report was shared with the board members. It was noted that OSCS received highest ranking from all categories.

### **19. Board members emails**

- IT department explained setting of board members' emails.

### **20. STEM certification progress**

- Dr. Akin reminded about AdvancED STEM certification dates to the board members and invited them to the dinner which will be held with the external team members.
  - a. OSS external team visit 5/20-22/2018
  - b. OSES external team Visit 5/23 – 25/2018

### **21. Closure of the meeting**

- Mr. Fortna recommended the closure of the meeting to the board. Ms. Sharon moved the motion for closure of the meeting. Mr. Sabuncu seconded. **The meeting was adjourned at 7:47PM.**

**Mr. David Fortna**

**Mr. Ibrahim Sabuncu Ms.**

**Sharon Akdeniz**

**Ms. Juanhua He**

**He Ms. Shannon Littrell**