

DISCOVERY EDUCATION SERVICES INC.,  
GOVERNING BOARD MEETING

Thursday, August 22, 2019  
6:00 PM  
at Orlando Science Lynx Ln School Campus

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 agenda items
3. OSCS campus construction update by the Building Hope Team
4. Approval of meeting minutes of 04.11.2019, 05.16.2019, 06.13.2019, 07.24.2019
5. Public remarks

ACTION ITEMS

6. Request Approval of audited final budgets of SSCS and OSCS
7. Request Approval of unaudited final budgets of OSS and OSES
8. Request Approval of giving re-enrollment priority to the students who withdrew due to the construction delay
9. Request Approval of the Internet Safety Policy and Procedures
10. Request Approval of employee handbook for 2019-20
11. Request Approval of student code of conduct of OSS, OSES, SSCS and OSCS for 2019-20
12. Request Approval of adopting OCPS Active Assailant Response Plan and Emergency Procedures
13. Request Approval of staff incentives due to OSCS temporary locations
14. Request Approval of SSCS mentor teacher incentives

DISCUSSION ITEMS

- D1. Osceola Science campus construction matters
- D2. Project management Proposal
- D3. Governance Committee
15. Closure of the meeting

## Items discussed and voted by Governing Board Members:

- The board president Mr. Fortna, Vice president Mr. Sabuncu and the board secretary Ms. Sharon participated to the meeting in person

### 1) Call to order

- Mr. Fortna called the meeting to the order at 6:16 PM

### 2) Approval of agenda items

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

### 3) OSCS campus construction update by the Building Hope Team

- Three Building Hope Team members, President of Building Hope, Mr. Joe Bruno, President of Building Hope Real Estate Development, Mr. Dru Damico, and Building Hope Community Outreach Person, Ms. Sherilyn Moore, were present at the board meeting to explain the progress, challenges of OSCS new campus and expected timeliness to finish the construction. The board members asked questions to the Building Hope Team to find out more about the completion date of the construction. Board members shared their concerns about construction delays, the challenges which OSCS parents have been going through due to the location of temporary campuses, and implementation of our STEM program in the location. Dr. Akin made a comment that the leases of temporary locations should be secured by end of November just in case to cover unexpected further delays.

### 4) Approval of meeting minutes of 04.11.2019, 05.16.2019, 06.13.2019, 07.24.2019

- Ms. Sharon moved the motion for approval of meeting minutes of 04.11.2019, 05.16.2019, 06.13.2019, 07.24.2019. Mr. Sabuncu seconded. **The motion was approved unanimously.**

### 5) Public remarks

- No one in the audience made a comment.

## ACTION ITEMS

### 6) Request Approval of audited final budgets of SSCS and OSCS

- Mr. Sabuncu moved the motion for approval of audited final budgets of SSCS and OSCS. Ms. Sharon seconded. **The motion was approved unanimously.**

### 7) Request Approval of unaudited final budgets of OSS and OSES

- Ms. Sharon moved the motion for approval of unaudited final budgets of OSS and OSES. Mr. Sabuncu seconded. **The motion was approved unanimously.**

### 8) Request Approval of giving re-enrollment priority to the students who withdrew due to the construction delay

- Mr. Sabuncu moved the motion for approval of giving re-enrollment priority to the students who withdrew due to the construction delay. Ms. Sharon seconded. **The motion was approved unanimously.**

#### 9) Request Approval of the Internet Safety Policy and Procedures

- Dr. Akin informed the board members that all the campuses (OSS, OSES, SSCS and OSCS) need to adopt the Internet safety policy and procedures related with the e-rate funding. The board members had opportunity to review the proposed policy and procedures. Mr. Sabuncu moved the motion for approval of the Internet Safety Policy and Procedures. Ms. Sharon seconded. **The motion was approved unanimously.**

#### 10) Request Approval of employee handbook for 2019-20

- Dr. Akin informed the board members that the employee handbook is revised annually to align with the new laws and procedures adopted by the State or Federal level as well as to meet the needs of the operations of the schools. The board members were presented both the final revised version and the redlined version of the handbook. Ms. Sharon moved the motion for approval of employee handbook for 2019-2020. Mr. Sabuncu seconded. **The motion was approved unanimously.**

#### 11) Request Approval of student code of conduct of OSS, OSES, SSCS and OSCS for 2019-20

- Dr. Akin informed the board members that the student code of conducts of the campuses are also revised annually. Mr. Sabuncu moved the motion for approval of student code of conduct of OSS, OSES, SSCS and OSCS for 2019-20. Ms. Sharon seconded. **The motion was approved unanimously.**

#### 12) Request Approval of adopting OCPS Active Assailant Response Plan and Emergency Procedures

- Mr. Sabuncu moved the motion for approval of adopting OCPS Active Assailant Response Plan and Emergency Procedures. Ms. Sharon seconded. **The motion was approved unanimously.**

#### 13) Request Approval of staff incentives due to OSCS temporary locations

- Dr. Akin and OSCS Administration presented an incentive proposal to the board for OSCS employees due to the operation of two temporary campus locations because of the delay with OSCS new campus. Mr. Sabuncu moved the motion for approval of staff incentives. Ms. Sharon seconded. **The motion was approved unanimously.**

#### 14) Request Approval of SSCS mentor teacher incentives

- Dr. Akin informed the board regarding the need to offer mentor teacher incentives at SSCS. Principal Mr. Aksu was also at the meeting to explain the need. The board members had the opportunity to review the proposal. Mr. Sabuncu moved the motion for approval of SSCS mentor teacher incentives. Ms. Sharon seconded. **The motion was approved unanimously.**

### DISCUSSION ITEMS

#### D1. Osceola Science campus construction matters

- The board members and Dr. Akin discussed OSCS new campus construction matters. OSCS Principal Mr. Cetin was also present at the meeting to share his thoughts with the board members. Dr. Akin informed the board that the school's legal counsel is aware of the situation and following the communications closely. Dr. Akin also mentioned progress on hiring an independent construction project management consultant to evaluate current status of the construction and review of revised construction schedule.

## **D2. Project management Proposal**

- Dr. Akin presented to the board a proposal from a construction management company to receive an independent report regarding to OSCS construction status and revised schedule. He also mentioned that the school will be seeking additional proposals to compare.

## **D3. Governance Committee**

- The board president Mr. Fortna requested to discuss replacement of a board member who is not able to attend to the meetings. The governance committee will conduct a board member search and accept nominations.

## **15) Closure of the meeting**

- Mr. Fortna moved the motion for closure of the meeting. Ms. Sharon seconded. **The meeting was adjourned at 8:46 PM.**

**Mr. David Fortna**

**Mr. Ibrahim Sabuncu**

**Ms. Sharon Akdeniz**

**Ms. Juanhua He**

**Ms. Shannon Littrell**