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## **MINUTES from 02/05/25 Board Meeting**

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**Gulf Coast Charter Academy  
Oak Creek Charter School  
Parrish Charter Academy  
North River Charter Academy**

**I. Call to Order and Roll Call:**

The meeting was called to order at 4:07 p.m. by Mark McCabe.

**School Board:**

Mark McCabe	President
Helen Deitrich	VP
Brett Baugh	Secretary
Frank Zhou	Board Member

**FORZA:**

Chuck Malatesta	CEO
William Staros	COO
Jose Rubio	Academic Specialist
Trine Alfaro	Director of Marketing
Jenna Hodgins	Educational Consultant
Richard Moreno	Finance

**Charter Schools:**

Dawn Patterson	PCA Principal
Brittany Fangmeier	NRCA Principal
Carey Gilcher	GC Principal
Charity Zawatski	OC Executive Director

**Parent/School Liaison:**

Principals

**Public/Other: None**

**II. Approval of Agenda:**

**A. Agenda Amendments**

Mark informed the group that Item A and Item B would be tabled. He explained that FORZA, Building Hope, and the Arnold Law Firm are currently reviewing and finalizing the documents, which will be approved at a special board meeting. Additionally, Mark pointed out a minor typo under Item VII between F and G—specifically, the asterisk that noted a document was in the board packet. He recommended deleting it. Mark then made a motion to approve the amended agenda. Bret seconded the motion, and it passed unanimously.

**B. Items Pulled from Consent for Discussion**

Mark asked the board if there were any items they wanted to pull for discussion. No items were pulled from the consent.

**III. Approval of Minutes: October 10, 2024**

Brett made a motion to approve the minutes from the October 10, 2024, board meeting. Mark seconded the motion, and the motion passed unanimously.

**IV. Public Comments: N/A**

V. **Old Business: No old business**

VI. **Consent Items:**

- A. Projected Enrollment (All Schools)
- B. GC Donating a Bus to NRCA
- C. Tentative School Calendars for 25-26 (All Schools)
- D. Out-of-field letters (All Schools)

Bret made a motion to approve the consent items. Helen seconded the motion, and the motion passed unanimously.

VII. **New Business:**

**A. Approve Purchase Sales Agreement Between Alliance & North River Charter**

Discussion- Tabled

**B. Approve ARED Services Agreement between Alliance COS and North River Charter Academy**

Discussion- Tabled

**C. Approve Financial Reports (October, November, and December)**

Discussion- Richard began the discussion with OCCS, highlighting that the report is based on funding received to date. He presented an overview, noting a deficit, however, OCCS is anticipated to receive capital outlay funding of about \$419,000 by March 1st. Richard emphasized his commitment to collaborating with FORZA, and the board to ensure debt coverage of the bonds. He also remarked on the positive investment in curriculum spending, which benefits the students. The capital outlay for this year has exceeded expectations, providing additional support to mitigate the deficit. Furthermore, enrollment trends are improving, playing a crucial role for the upcoming year. PCA has experienced significant losses initially due to the beginning of the year expenses, but the inflow of capital outlay funds will help balance the budget, as presented to the school district on a funding basis. Revenue is currently at 58%, which is slightly lower, yet it indicates that a substantial portion of funding is allocated directly to the classroom. It is noteworthy that PCA's funding is based on projected enrollment, and while the actual number of students has surpassed expectations, funding adjustments have yet to be made by the school district. GCCAS is performing exceptionally well, receiving additional funding through the district, which will contribute to the surplus. Mark motioned to approve the finance reports, Frank seconded the motion, and it was unanimously approved.

**D. Approve Bond Reimbursement Resolution for North River Charter Academy**

Discussion- Chuck mentioned the bond resolution will assist NR with initial expenses from now until the school closes on the land. Some of the expenses during this timeframe will qualify to be reimbursed through the bonds. Mark made a motion to approve the Bond Resolution. Frank seconded the motion, and the motion passed unanimously.

**E. Approve Stifel Engagement Letter**

Discussion- Mark explained that this Engagement Letter is for the approval for NCRA to partner with Stifel on the bond deal. Mark explained that he met with Stifel, PNC, and Truist and is recommending Stifel, because of their experience and track record. They also have a local branch which helps with communication. Mark made a motion to approve the Stifel Engagement Letter. Helen seconded the motion, and the motion passed unanimously.

**F. Approve using Capital Finance Project Authority as the Bond Issuer & Bryant, Miller, and Olive as Bond Counsel.**

Discussion- Mark explained that Building Hope recommended using CFPA and BMO due to their experience in the field. He mentioned Building Hope are experts in this area and he recommends using both groups. Richard explained that one advantage of using these groups is that they do not have ongoing fees like some other groups. The combined issuer fee and

counsel fee is \$15,000 less. Mark made a motion to approve using both groups, Bret seconded the motion and passed unanimously.

- G. Approve Extending Mark McCabes's Board Term to 2030 for OC, GCCAS, PCA,**  
Discussion. - Mark explained that his term is up for OC, GC, and PCA and that he would like to continue volunteering. He said he would need to abstain from the vote. Helen made a motion to approve extending Mark's term to 2030. Bret seconded the motion, and the motion passed unanimously.

**VIII. Reports:**

- **Principal Reports:**
- **FORZA Education Management Reports:**

**IX. Comments from the Board: (non-agenda items only)**

Mark noted that the OCCS building had endured hurricanes in 2017 and again last year, resulting in damage to the roof. Unfortunately, the insurance company denied the claim for repairs, which amounted to over \$200,000. Despite this setback, Frank dedicated significant time and effort to the situation, over a year, and ultimately secured a check through the insurance company that covered 100% of the repair cost. Mark, along with the rest of the team, expressed their gratitude to Frank for his exceptional commitment and support to the school.

**X. Reconfirmation of Next Meeting Date: May 7, 2025**

Mark confirmed the next meeting date and asked if anyone had any issues with the date. The meeting was confirmed by all. Chuck mentioned there will be a Special Board meeting at the end of next month to approve the tabled items and other items that arise from now until then.

**XI. Adjournment:**

Mark made a motion to adjourn the meeting at 5:28 p.m. Frank seconded the motion, and the motion passed unanimously.

*\*Individuals wishing to address the Board of Directors under Public Comments, are requested to sign up prior to the beginning of the meeting by emailing [Info@FORZAedu.com](mailto:Info@FORZAedu.com) or by stating your name during Roll Call and requesting to speak. Individuals are limited to three minutes to present their comments.*

*\*\*The Board of Directors will not respond to extended public comments during the meeting, however, will follow up on any comments presented, in the most appropriate and time-effective manner.*

**MINUTES FROM THE MEETING WILL BE AVAILABLE AT EACH SCHOOL & ON THE FOLLOWING WEBSITES:**

[PCAEDU.ORG](http://PCAEDU.ORG)  
[GCCAS.ORG](http://GCCAS.ORG)  
[OCCSEDU.ORG](http://OCCSEDU.ORG)  
[NRCAEDU.ORG](http://NRCAEDU.ORG)