



DORAL ACADEMY, INC.

**Meeting of the Board of Directors
August 4, 2017**

Directors

Angela Ramos, President & Chair (Present)
Rene Rovirosa, Secretary (Present)
Kim Guilarte (Present)

Charles Gibson, Esq., Board Attorney (Present)

MINUTES

1. OPENING EXERCISES

- a. Meeting Call to Order
- b. Establish a Quorum

2. PUBLIC COMMENT

- a. There were no public comments.

3. CONSENT AGENDA

- a. **APPROVED:** The Board approved the Board of Director's Meeting Minutes for:
 - i. May 10, 2017
 - ii. May 17, 2017
- b. **APPROVED:** The Board approved the Teacher and Principal Evaluation System (*MDCPS Required Form*).
- c. **APPROVED:** The Board approved the Loans from below individual charter schools to Doral Academy, Inc.
 - i. Doral Academy of Technology for \$500,000
 - ii. Doral Performing Arts and Entertainment Academy \$1,500,000
- d. **APPROVED:** The Board approved of Out of Field Waivers.

Motion to approve the consent agenda by Kim Guilarte; second by Rene Rovirosa; motion passed unanimously

4. ACTION & DISCUSSION ITEMS

- a. Update Corner Lot Project
 - i. Richard updates the board on the current estimates of the project and financing details.

5. MEETING ADJOURNED

The undersigned hereby certifies that he/she is an Officer and/or Director of DORAL ACADEMY, INC., a not-for-profit corporation organized and existing under the laws of the State of Florida, and that the above is a true and correct copy of the meeting minutes of the Board of Directors of said corporation & the above mentioned charter schools.

The minutes were adopted by the Board of Directors at a meeting held on October 5, 2017.



DORAL ACADEMY, INC.

Meeting of the Board of Directors October 5, 2017

Directors

Angela Ramos, President & Chair (Present)
Rene Rovirosa, Secretary (Present)
Kim Guilarte (Present)

Charles Gibson, Esq., Board Attorney (Present)

MINUTES

1. OPENING EXERCISES

- a. Meeting Call to Order
- b. Establish a Quorum

2. PUBLIC COMMENT

- a. There were no comments by the public.

3. CONSENT AGENDA

- a. **APPROVED:** The Board approved to adopt the minutes from the August 4, 2017 Board of Director's Meeting.
- b. **APPROVED:** The Board approved the out of field waiver(s) for instructional personnel with out of field assignments.
- c. **APPROVED:** The Board approved to adopt the Adoption of Conflict of Interest Policy (*adopted annually*).
- d. **APPROVED:** The Board approved the Non-Exclusive Usage Agreement between LEAP Services, LLC. and Doral Academy, Inc. on behalf of Doral Academy.
- e. **APPROVED:** The Board approved the Non-Exclusive Usage Agreement between LEAP Services, LLC. and Doral Academy, Inc. on behalf of Doral Academy Middle School.
- f. **APPROVED:** The Board approved the Out of State and Country Field Trips.
Motion to approve by Angela Ramos; second by Rene Rovirosa; motion passed unanimously

4. ACTION & DISCUSSION ITEMS

- a. Financial Report
 - i. **APPROVED:** The Board approved the Revised 2017-2018 Annual Budgets, as presented.
 1. Repayment of Building Hope Loan
 - ii. **APPROVED:** The Board approved and ratified the below:
 1. Ratified the Doral Academy of Technology repayment of loan provided by Doral Academy Middle School in the amount of \$411,800.
 2. Ratified the Doral Academy High School waiving of the DC facility usage fee for 16-17.
Motion to approve by Angela Ramos; second by Rene Rovirosa; motion passed unanimously
- b. Principal Reports
 - i. Doral Academy Elementary / JAM (Principal Cuesta)
 1. Discussed: Articulation Agreement with ISAAC from 5th grade to Doral 6th grade, specifically
 - a. Principal Cuesta has been the Principal at ISAAC for 2 years already; she reviews the academic status of the school; the first 5th grade class is graduation and are very interested in articulating into Doral Middle / High. Principal Ferrals discussed space constraints that he is facing with 8th grade entering into 9th grade. Fernando discussed that the agreement

stipulates that acceptance is also based upon space availability; other or prior articulation agreement can be considered first (example a Doral Inc. to Doral Inc. school)

- ii. Doral Academy Middle/High/Performing Arts/DAT (Principal Ferrals)
 1. Discussion topics:
 - a. Doral Academy schools update
 - b. Newsletter
 - c. Latino Art Beat winners – a student received 1st place and is receiving a \$180,000 scholarship.
 - d. Blue Ribbon Award Winner!!
 - e. Hurricane Irma
 - f. Adjustor and insurance claim not been done yet. (Roof leaks, 30 projectors, Cameras/DVR, Roof bubble A building, Awning in A building, trees down, fences down)
 - g. Construction Status – estimated completion is still in August
 - h. China Exchange program – the program would like to see if the school would be interested in hosting exchange students for two weeks
 - i. Status of teacher raises – the increases will be paid out on the 10/31 payroll and will be retro from August; a employment contract amendment will be issued which will explain how the amount was determined and that it is retro; all teachers will need to sign the amendment.
 2. Board Approval
 - a. Cameras and DVR to be replaced \$18,700 (upgrade) – after discussion, this item can be repaired prior to the adjuster coming out to the school; it is recommended to take pictures and keep copies of all invoices.
 - i. **APPROVED:** The Board approved the Doral Prep Camera and DVR upgrade project for an amount approximately \$18,700.
Motion to approve by Rene Roviroso; second by Kim Guilarte; motion passed unanimously (Angela Ramos was not present during the vote)
 - b. Mrs. Abad (Visa) – teaches Spanish and Music; her Visa is expiring this year and she would like to remain here teaching and seeking assistance for the cost of the EB3 Visa; reviews the fees that this would cost; there is no guaranty of approval.
 - i. **APPROVED:** The Board approved for Doral Academy Prep to assist and contribute for the cost of Mrs. Abab’s visa renewal.
Motion by Kim Guilarte; second by Rene Roviroso; motion passed unanimously
 - c. Out of field waivers – Approved on consent
- c. Facility Report
 - i. Financing update (Richard Moreno)
 1. Financing is moving along; a board meeting is needed Nov. 15-17 to finalize and approve the bond financing.
 2. Charles Gibson inquires about the executed construction agreement; Richard says they can follow up via phone after the meeting.
 3. Construction update – still estimating an August completion; Fernando discusses the possibility of filing the new school in January vs. August which assists in removing the need for rush.
- d. Other Items by Board Members, Principals or ESP
 - i. ARC on October 20th at approx. 2:30 pm for Doral School of the Arts – a board member is required to attend.

5. ANNOUNCEMENTS & NOTIFICATIONS

- a. The Florida Charter School is being held November 1-3 in Daytona (<http://charterschoolconference.com>)
- b. Next Board Meeting Date: December 21st at the middle school

6. MEETING ADJOURNED

The minutes were adopted by the Board of Directors at a meeting held on November 16, 2017.



DORAL ACADEMY, INC.

Meeting of the Board of Directors November 16, 2017

Directors

Angela Ramos, President & Chair (Present)
Rene Rovirosa, Secretary (Present)
Kim Guilarte (Present)

Charles Gibson, Esq., Board Attorney (Present)

MINUTES

1. OPENING EXERCISES

- a. Meeting called to order
- b. Established a quorum

2. PUBLIC COMMENT

- a. There were no comments by the public.

3. CONSENT AGENDA

- a. **APPROVED:** The Board approved to adopt the minutes from the October 5, 2017 Board of Director's Meeting.
- b. **APPROVED:** The Board approved to receive and file the financial statements for the period ending September 30, 2017 for the individual schools.
- c. **APPROVED:** The Board approved to amend the four middle-high contracts, as necessary, to include the new "corner lot" as an allowable site.
- d. **APPROVED:** The Board approved for all High-Performing (HP) schools to submit allowable HP amendment notifications, by the March 1st deadline.
Motion to approve the consent agenda by Kim Guilarte; second by Angela Ramos; motion passed unanimously

4. ACTION & DISCUSSION ITEMS

- a. Doral Hall Project – Bond Financing (*David Cohen, Richard Moreno, Charles Gibson*)
 - i. David Cohen discusses the project which is under construction by Campus; Doral grant a lean on the revenues of the 4 charters as well a mortgage on the property itself (new building only); bonds will be issued as tax exempt if issued by the end of the year; interest rate is approx. 5%; requesting approval to move transaction forward with said parameters in the event market conditions change; \$24 million; portion of closing cost to be an out of pocket expense for Doral; requesting approval of all documents below and authorize Chair to execute all necessary documents; Richard further outlines the financing; the bonds are available to the general public;
 - ii. **APPROVED:** The Board approved the adoption of the Corporate Bond Resolution.
 1. Indenture of Trust
 2. Loan Agreement
 3. Mortgage
 4. Preliminary Official Statement
 5. Bond Purchase Agreement
 6. Post-Issuance Obligations

Motion to approve by Kim Guilarte; second by Angela Ramos; motion passed unanimously

- b. Facility Leases (*Charles Gibson*)

- i. **APPROVED:** The Board approved to retain Gravier to prepare a financial analysis of the current lease and the previous lease.

1. School Development, LLC (11100 NW 27TH Street, Miami, Florida 33172)
2. School Development II, LLC (2601 NW 112th Avenue, Miami, Florida 33172)
3. Richard clarifies that what is being changed is the language in the lease and not necessarily the rates

Motion by Kim Guilarte; second by Angela Ramos; motion passed unanimously

- c. Financial Report (*Ana Martinez, Alina Chester*)
 - i. **APPROVED:** The Board approved the Revised Financial Policies and Procedures.
 - ii. **APPROVED:** The Board approved to Receive and File the Financial Statements and Independent Auditors' Report for the period ending June 30, 2017.
 - iii. **APPROVED:** The Board approved the Revised 2017-2018 Annual Budgets the Doral Prep Campus (3029, 6030, 7020, and 7009); no revisions were necessary for the 3030 or 6083.
Motion by Angela Ramos; second by Kim Guilarte; motion passed unanimously
- d. Other Items by Board Members, Principals or ESP
 - i. **APPROVED:** The Board approved to authorize Carlos Ferrals to execute the HVAC Proposal by Daikin for the Doral High project.
Motion by Angela Ramos; second by Kim Guilarte; motion passed unanimously
- e. Today's meeting will be continued on Tuesday at 9:30 am

- CONTINUATION OF MEETING / TUESDAY, AUGUST 21ST -

5. RE-OPENING EXERCISES

- a. Meeting Called to Order
- b. Established a Quorum
- c. Public Comment – None

6. ACTION & DISCUSSION ITEMS

- f. Facility Leases - School Development, LLC (11100 NW 27TH Street, Miami, Florida 33172) & School Development II, LLC (2601 NW 112th Avenue, Miami, Florida 33172)
<https://www.dropbox.com/sh/zpjb3puduokk427/AAAGfqouWjxMwBfa1CUmRRAQa?dl=0>
 - a. **APPROVED:** The Board reviewed, discussed, and approved to adopt the AUP Report issued by Gravier.
 - i. Comparison of the two above leases of current and proposed leases was performed; reviewed cost savings, specifically with the extended term; removed responsibility of Doral for any repairs of the roof; removal of certain provisions which benefit Doral; overall savings from School Dev. LLC lease is approx. \$800k and School Dev. II LLC savings of \$770k.
 - b. **APPROVED:** The Board reviewed, discussed, and approved the new facility leases; further authorizing the Board Chair to execute leases.
Motion to approve both items by Rene Rovirosa; second by Kim Guilarte; motion passed unanimously

7. MEETING ADJOURNED

The undersigned hereby certifies that he/she is an Officer and/or Director of DORAL ACADEMY, INC., a not-for-profit corporation organized and existing under the laws of the State of Florida, and that the above is a true and correct copy of the meeting minutes of the Board of Directors of said corporation & the above mentioned charter schools.

The minutes were adopted by the Board of Directors at a meeting held on March 8, 2018.

DORAL ACADEMY, INC.
Florida not-for-profit corporations

Approved By:



DORAL ACADEMY, INC.

Meeting of the Board of Directors December 13, 2017

Directors

Angela Ramos, President & Chair (Present)
Rene Rovirosa, Secretary (Present)
Kim Guilarte (Present)

Charles Gibson, Esq., Board Attorney (Present)

MINUTES

1. OPENING EXERCISES

- a. Meeting Called to Order
- b. Established a Quorum

2. PUBLIC COMMENT

- a. There was no public comment.

3. ACTION & DISCUSSION ITEMS

- a. Doral Hall Project – Bond Financing (*David Cohen, Richard Moreno, Charles Gibson*)
 - i. Doral Hall bond financing matters, including continuing disclosure policy and bond documentation
 1. **APPROVED:** The Board approved to adopt the Disclosure Policies and Procedures as discussed and presented.
Motion by Rene Rovirosa; second by Kim Guilarte; motion passed unanimously
 - ii. Election of officers
 1. **APPROVED:** The Board approved to appoint Rene Rovirosa as Treasurer.
 - a. Mr. Rovirosa states that he would be happy to fill in as Treasurer on an interim basis.
Motion by Rene Rovirosa; second by Kim Guilarte; motion passed unanimously
 - iii. Extension of lease terms for charter facilities for Doral Academy Charter High School, Doral Performing Arts and Entertainment, Doral Academy Charter Middle School and Doral Academy of Technology (add 5 years to both campus leases).
 1. **APPROVED:** The Board approved to adopt the Resolution which outlines the extension of the term of the Lease Agreements (collectively, the “Lease Agreement”) between this Corporation and (i) School Development LLC, as to facilities used to operate Doral Academy Charter High School and Doral Performing Arts & Entertainment Academy, and (ii) School Development II LLC, as to facilities used to operate Doral Academy Charter Middle School and Doral Academy of Technology, each for an additional period of five years, on the same terms and conditions as are set forth in each such Lease Agreement, to ensure the continued availability of such facilities for the long-term operation of such charter schools.
Motion by Rene Rovirosa; second by Kim Guilarte; motion passed unanimously
- b. Nomination of student alumni, Ana Guimaraes as a Director on the Governing Board.
 - i. Discussed candidate residing out of town; Principal Ferrals feels that she is best candidate for the board to fill the student alumni seat; discussed nomination vs. election; Kelly warns that an election prior to clearance,

board training, and completed disclosure put the board and schools in jeopardy of non-compliance; Charles Gibson and David Cohen request an election for the bond purposes.

- ii. **APPROVED:** The Board approved to elect Ana Guimaraes to serve on the Doral Academy, Inc. Board of Directors.

Motion to elect by Angela Ramos; second by Rene Rovirosa;

Yay – Angela Ramos, Rene Rovirosa

Nay - Kim Guilarte

Items passed 2-1

- c. Other Items by Board Members, Principals or ESP

- i. There were no additional items at this time.

4. MEETING ADJOURNED

The undersigned hereby certifies that he/she is an Officer and/or Director of DORAL ACADEMY, INC., a not-for-profit corporation organized and existing under the laws of the State of Florida, and that the above is a true and correct copy of the meeting minutes of the Board of Directors of said corporation & the above mentioned charter schools.

The minutes were adopted by the Board of Directors at a meeting held on March 8, 2018.



DORAL ACADEMY, INC.

Meeting of the Board of Directors March 8, 2018

Directors

Angela Ramos, President & Chair (Present)
Rene Rovirosa, Secretary (Present)
Kim Guilarte (Present)
Ana Guimaraes (Present)

Charles Gibson, Esq., Board Attorney (Absent)

MINUTES

1. OPENING EXERCISES

- a. Meeting Called to Order
- b. Established a Quorum

2. PUBLIC COMMENT

- a. There were no comments by the public.

3. CONSENT AGENDA

- a. **APPROVED:** The Board approved to adopt the minutes from the November 16, 2017 Board of Director's Meeting.
- b. **APPROVED:** The Board approved to adopt the minutes from the December 13, 2017 Board of Director's Meeting.
- c. **APPROVED:** The Board approved to receive and file the financial statements for the period ending December 31, 2017 for the individual schools.

Motion to approve the consent agenda by Rene Rovirosa; second by Kim Guilarte; motion passed unanimously

4. ACTION & DISCUSSION ITEMS

- a. Financial Report
 - i. **APPROVED:** The Board approved the Revised 2017-2018 Annual Budgets, as amended.
 1. Local mileage capital outlay funds have been received
 2. Best and Brightest is being released tomorrow and payable by April 1st; discussed how Assistant Principals are not receiving any funds; discussed and agreed that the school's should offer \$2500 to each assistant principal for the qualifying school.
 - ii. **APPROVED:** The Board approved the Promissory Note from Doral Academy, Inc. to Doral Academy North Carolina for \$25,000.
 1. 3 year term / 0% interest
 - iii. Update on HB7055

Motion to approve the financial report by Rene Rovirosa; second by Ana Guimaraes; motion passed unanimously

- b. Principal Reports
 - i. Doral Elementary / JAM Campus (*Principal Cuesta*)
 - 1. Renewal terms for existing lease with same rates
 - 2. Tarp for the basketball court that was purchased years ago that wasn't able to be installed has since been in storage; have not been able to locate a space for install the tarp; CAU has now offered a space for use for exclusive use by the school during school hours and the university will have use during non-hours.
 - 3. Exchange with dance studio in Ohio; recital tomorrow at Manuel Arttime at 7:30 pm.
 - 4. Discussed the extensive waitlist and need to expand
 - 5. Ongoing tutoring and study hall options
 - 6. Security enhancements
 - ii. Doral Prep Campus (*Principal Ferrals*)
 - 1. Firebird Newsletter provided and reviewed
 - 2. Enrollment update
 - 3. Staffing update
 - 4. New building construction update; updates are ongoing; building is expected to be completed on time
 - 5. Math team - #1 in the county; competing in Nationals; 8 students place in the top 15 in the county (7 were top 10);
 - 6. Sports and other club updates
 - 7. Campus also has an extensive waitlist; need to expand not only in Dade but across the state and even country
 - 8. Scholarships – athletic and academic
 - 9. FFE is coming in at \$2.5m for the new building; had originally estimated \$4mm
- c. Other Items by Board Members, Principals or ESP
 - i. Update on North Carolina – Application underway
 - ii. **APPROVED:** The Board approved to nominate Fabiana Campos to the Governing Board of Directors. (*Note: Official election shall not occur until after clearance is received and governance training is complete*). *Motion to approve by Angela Ramos; second by Kim Guilarte; motion passed unanimously*
 - iii. New meeting date for May Board Meeting

5. ANNOUNCEMENTS & NOTIFICATIONS

6. MEETING ADJOURNED

The minutes were adopted by the Board of Directors at a meeting held on May 30, 2018.



DORAL ACADEMY, INC.

Meeting of the Board of Directors

May 11, 2018

Directors

Angela Ramos, President & Chair (Absent)

Rene Roviroso, Secretary (Present)

Kim Guilarte (Present)

Ana Guimaraes (Present)

Charles Gibson, Esq., Board Attorney (Absent)

MINUTES

1. OPENING EXERCISES

- a. Meeting Called to Order
- b. Established a Quorum

2. PUBLIC COMMENT

- a. There were no comments by the public.

3. ACTION & DISCUSSION ITEMS

- a. **APPROVED:** The Board approved to request the following enrollment increases for the 2018-19 school year which are necessary to accommodate the new building:
 - i. Doral Academy Middle #6030 – 1600 (currently 1438)
 - ii. Doral Academy Performing Arts #7009 – 500 (currently 403)*Motion to approve by Ana Guimaraes; second by Rene Roviroso; motion passed unanimously*

4. MEETING ADJOURNED

The minutes were adopted by the Board of Directors at a meeting held on May 30, 2018.



DORAL ACADEMY, INC.

Meeting of the Board of Directors May 30, 2018

Directors

Angela Ramos, President/Chair/Parent Representative (Present)
Rene Rovirosa, Secretary (Present)
Kim Guilarte (Absent)
Ana Guimaraes, Student Representative (Present)
Fabiana Campos, Parent Representative (Present)

Charles Gibson, Esq., Board Attorney (Absent)

MINUTES

1. OPENING EXERCISES

- a. Meeting Call to Order at 12:10 pm
- b. Established a Quorum
- c. **APPROVED:** The Board approved to elect Ms. Fabiana Campos as a voting member of the Doral Academy, Inc. Board of Directors (*Ms. Fabiana has been cleared by MDCPS and has completed the required governing board training*).
Motion to approve by Angela Ramos; second by Rene Rovirosa; motion passed unanimously

2. PUBLIC COMMENT

- a. There were no comments by the public at this time.

3. CONSENT AGENDA

- a. **APPROVED:** The Board approved to adopt the minutes from the March 8, 2018 Board of Director's Meeting.
- b. **APPROVED:** The Board approved to adopt the minutes from the May 11, 2018 Board of Director's Meeting.
- c. **APPROVED:** The Board approved the out of field waiver(s) for instructional personnel with out of field assignments for the 2018-2019 School Year.
- d. **APPROVED:** The Board approved to Receive and File the Financial Statements for the period ending March 31, 2018.
- e. **APPROVED:** The Board approved to adopt the Proposed Board of Directors Meeting Schedule for the 2018 – 2019 School Year.
- f. **APPROVED:** The Board approved to renew the Doral Academy (WL #3030) charter school contract which expires June 30, 2018; further approving to renew for 15 years as allowed by statute as a High Performing School.
- g. **APPROVED:** The Board approved the 2018-2019 Parent Involvement Representatives.

- h. **APPROVED:** The Board approved to Ratify the Board Slate for the 2018-2019 School Year:
 - i. Angela Ramos, President & Chair
 - ii. Rene Rovirosa, Secretary
 - iii. Kim Guilarte
 - iv. Ana Guimaraes
 - v. Fabiana Campos

4. ACTION & DISCUSSION ITEMS

- a. Principal Reports
 - i. Doral Elementary / JAM Campus (*Principal Cuesta*)
 - 1. Requesting approval for artificial turf for an amount not to exceed \$175,000
 - a. 3 bids have been received; favored bid by East Turf offers an 8-year warranty
 - b. **APPROVED:** The Board approved the Artificial Turf project for an amount not exceed \$175,000.
Motion to approve by Angela Ramos; second by Rene Rovirosa; motion passed unanimously
 - 2. 2nd Floor expansion was not approved by CAU; therefore, looking removing a storage area and converting to 3 additional classrooms; costs are estimated at \$60k buildout \$40k metal staircase; \$4k demolition; expecting completion by the beginning of school
 - a. **APPROVED:** The Board approved the Doral Academy / JAM renovation project to add additional classrooms for an amount not to exceed \$110k.
Motion to approve by Angela Ramos; second by Rene Rovirosa; motion passed unanimously
 - 3. 3rd Grade FSA update
 - ii. Doral Prep Campus (*Principal Ferrals*)
 - 1. Facility update
 - 2. School year has been amazing academically and athletically.
 - 3. Worked in conjunction with the elementary on a performing arts show.
- b. Financial Report
 - i. **APPROVED:** The Board reviewed and approved the HLB Gravier engagement letter extending contract period additional five years.
 - ii. **APPROVED:** The Board reviewed and approved the Revised Financial Policies & Procedures to include accounting for fixed assets section.
 - iii. **APPROVED:** The Board reviewed and approved the Resolution which outlines the usage fees for the new building.
 - iv. **APPROVED:** The Board reviewed and approved the Proposed 2018-2019 Annual Budgets.
 - 1. The Board Chair requests how the food providers are selected.
 - v. **APPROVED:** The Board approved to authorize the Board Chair to approve any loan repayments when closing the books; all repayments will be ratified at the next regular meeting.

Motion to approve the Financial Report by Rene Rovirosa; second by Angela Ramos; motion passed unanimously
- c. General / Re-occurring Updates
 - i. Update amendment requests for Doral Prep Campus; the enrollment increase which was previously approved by the board was not considered by the district due to it not being submitted by March 1st.
 - ii. Update on North Carolina
 - 1. The charter is currently being written to be submitted soon.
- d. Discuss & Approval of the creation of Doral Academy Foundation, Inc.
 - i. Establishment of an affiliated non-profit; the Foundation does not hold charters directly; can be used as a means to fundraise to provide scholarships, for example; could also be used to offer flexibility for facility ownership / leases; could be used when opening out of state schools for affiliate usage; Board Chair Ramos

asks how it would be funded; it is explained that you could fund with a portion of any out of state affiliation fees; you could host a gala or other type of fundraiser; authorize Academica to file the paperwork.

- ii. **APPROVED:** The Board approved the creation of Doral Academy Foundation, Inc.; further approving the founding board members to be the current Doral Academy, Inc. Board Members.
Motion to approve by Rene Rovirosa; second by Angela Ramos; motion passed unanimously
- e. Discussed: Formation of a Texas nonprofit corporation with Doral Academy, Inc. as sole corporate member and direct administration to recruit board members for same.
 - i. Review of provided Bylaws, Certificate of Formation, Conflict of Interest Policy, Consent of Directors, Proposed Ethics/COI, and Nepotism.
 - ii. Requesting a member of the Doral Academy Board to serve on the Texas corporation in the future; requesting that during the National Conference that Florida and Texas schedule a meet and greet.
 - iii. **APPROVED:** The Board approved the formation of a Texas nonprofit corporation with Doral Academy, Inc. as sole corporate member and direct administration to recruit board members for same.
Motion to approve by Rene Rovirosa; second by Angela Ramos; motion passed unanimously

5. ANNOUNCEMENTS & NOTIFICATIONS

- a. End of Year Party – June 2nd (See Save the Date attached)
- b. National Conference – June 17-20 in Austin, TX (<http://ncsc.publiccharters.org>)

6. MEETING ADJOURNED AT 1:03PM

*The minutes were adopted by the Board of Directors at a meeting held on September 6, 2018.