



7145 Babcock Street, S.E.
Palm Bay, Florida 32909
Phone (321) 723-0650
Fax (321) 722-1117
www.royalpalmcharter.com

2/8/23 @ 1:00PM
Board of Directors Meeting Agenda

Directors:

Lori Grodecky, President
Erik Brown, Vice President
Alisha D'Alessandro Rozynski, Secretary
Kyley Haynes, Treasurer
Rachel Costa, Member

- I. Call to Order** *Haynes motioned to call meeting to order, Brown 2nd*
- II. Roll Call** *Grodecky, Brown, Rozynski, Haynes, and Costa present via Zoom, Sviben at school*
- III. Reports and Presentations:** *Rozynski motioned to adopt agenda, Haynes 2nd*
1. Budget Update – Becka
 - i. Review Current Financials *Reviewed attached documents*
 2. Admin Update – Sviben
 - i. 23-24 Enrollment *Reviewed current numbers, lottery to be held Feb 15th*
 - ii. Staff Updates – 5th Grade *Hired Sydney Swenson, new teacher, providing support, has made application to state for teaching certification*
 - iii. Lighthouse Celebration Day *Mrs. Sviben invited the board members to attend the Lighthouse Day on March 4th. She compared it to our previously held event, Fall Festival, will raise funds for classrooms with game booths and silent auction baskets.*
 - iv. Glatz Litigation Update – Closed *Mrs. Sviben said that the payment has been made and cashed and the documents have been filed by the attorney to dismiss the case, just waiting for the final dismissal order from the courts*
 - v. Reviewed Calendar 23-24
 3. Building Update *Mrs. Sviben shared the email received from the engineer from the county finally acknowledging that the carloop issue has been addressed with the new parking lot design. Received an updated construction budget from Haddow with increase in costs, see attachment.*
- IV. Consent Agenda:**
1. Approve Updated Phase 2 Construction Budget
 2. Approve 2023-2024 School Calendar
 3. Approve Board Meeting Minutes 10/26/22
 4. Approve Board Meeting Minutes 01/09/23
- V. Non-Consent Agenda:**
1. Next Meeting: Wednesday April 12, 2023 5:30PM
- VI. Public Comment:** *None*
- VII. Motion to Adjourn:** *Rozynski motioned to adjourn, Brown 2nd*



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 - 1. Next Meeting: Wednesday April 12, 2023 5:30PM
- VI. Public Comment:**
- VII. Motion to Adjourn:**

Royal Palm Charter
Balance Sheet
As of December 31, 2022

	Dec 31, 22
ASSETS	
Current Assets	
Checking/Savings	
1000 · Chase Bank - Operating	535,716.77
1001 · Chase Bank - Payroll	22.00
1103 · Chase Bank - PTO	3,308.80
1115 · Chase - Savings	316,250.00
Total Checking/Savings	855,297.57
Accounts Receivable	
1130 · Accounts receivable ESSER and Title 1	139,794.43
Total Accounts Receivable	139,794.43
Other Current Assets	
1135 · Due from VPK	90,133.51
1234 · Deposits - FPL	5,022.00
1235 · Prepaid expenses Insurance and 5yr curriculum	93,466.23
Total Other Current Assets	188,621.74
Total Current Assets	1,183,713.74
TOTAL ASSETS	1,183,713.74
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 · Accounts Payable	10,962.73
Total Accounts Payable	10,962.73
Other Current Liabilities	
2105 · Chase Credit Card	-4,717.02
Total Other Current Liabilities	-4,717.02
Total Current Liabilities	6,245.71
Total Liabilities	6,245.71
Equity	
Retained Earnings	1,271,689.24
Net Income	-94,221.21
Total Equity	1,177,468.03
TOTAL LIABILITIES & EQUITY	1,183,713.74

Royal Palm Charter
Profit & Loss Budget vs. Actual
July through December 2022

Accrual Basis

	Jul - Dec 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
3200 - Federal through state and local	0.00			
3230 - IDEA Funds				
3240 - Title I	67,413.06	156,363.00	-88,949.94	43.1%
3261 - School Lunch Reimbursement	52,813.70	91,182.00	-38,368.30	57.9%
3270 - ESSR CARES	199,571.48	459,315.00	-259,743.52	43.4%
3200 - Federal through state and local - Other	27,496.14			
Total 3200 - Federal through state and local	347,294.38	706,860.00	-359,565.62	49.1%
3300 - State sources				
3310 - FEFP				
3311 - ED Fac Security Grant	1,192,158.72	2,286,270.00	-1,094,111.28	52.1%
3330 - Classroom Supply Assistance	1,143.90			
3361 - School Recognition Funds	5,689.89			
3397 - Capital Outlay Funds	61,528.00			
	93,329.00	188,739.00	-95,410.00	49.4%
Total 3300 - State sources	1,353,849.51	2,475,009.00	-1,121,159.49	54.7%
3400 - Revenue from Local Sources				
3398 - Sales surtax	130,646.18	259,720.00	-129,073.82	50.3%
3451 - Student Lunches	688.84			
3473 - School-Age Child Care Fees	35,121.50	60,332.00	-25,210.50	58.2%
3474 - PTO	5,848.21			
3477 - Clubs & Sports	3,462.13			
3490 - Miscellaneous Local Sources				
3495 - Other Misc Local Sources	7,709.22			
3490 - Miscellaneous Local Sources - Other	5,360.00	17,133.00	-11,773.00	31.3%
Total 3490 - Miscellaneous Local Sources	13,069.22	17,133.00	-4,063.78	76.3%
Total 3400 - Revenue from Local Sources	188,836.08	337,185.00	-148,348.92	56.0%
Total Income	1,889,979.97	3,519,054.00	-1,629,074.03	53.7%
Gross Profit	1,889,979.97	3,519,054.00	-1,629,074.03	53.7%
Expense				
100 - Salaries				
110 - Administrator	191,577.61	328,750.00	-137,172.39	58.3%
111 - Administrator - Bonus	2,500.00			
120 - Classroom Teacher	692,865.46	1,243,619.00	-550,753.54	55.7%
121 - Classroom Teacher - Bonus	1,087.82			
130 - Other Certified	-1,652.33	48,689.00	-50,341.33	-3.4%
160 - Other Support Personnel	55,245.55	167,825.00	-112,579.45	32.9%
Total 100 - Salaries	941,624.11	1,788,883.00	-847,258.89	52.6%

Royal Palm Charter
Profit & Loss Budget vs. Actual
July through December 2022

Accrual Basis

	Jul - Dec 22	Budget	\$ Over Budget	% of Budget
200 . Employee Benefits				
210 . Retirement	12,532.42	52,858.00	-40,325.58	23.7%
220 . Social Security	67,025.23	133,661.00	-66,635.77	50.1%
230 . Group Insurance	108,030.56	228,986.00	-120,955.44	47.2%
240 . Worker's Compensation	488.25	9,849.00	-9,360.75	5.0%
250 . Unemployment Compensation	54.57			
Total 200 . Employee Benefits	188,131.03	425,354.00	-237,222.97	44.2%
300 . Purchased Services				
310 . Professional & Technical Svcs	76,390.75	211,091.00	-134,700.25	36.2%
320 . Insurance and Bond Premiums	21,709.58	38,200.00	-16,490.42	56.8%
330 . Travel	0.00	4,800.00	-4,800.00	0.0%
350 . Repairs and Maintenance	13,490.38	10,500.00	2,990.38	128.5%
360 . Rentals	36,187.06			
365 . Software Subscriptions	20,389.88			
370 . Communications	3,715.60			
380 . Public Utility Services	7,854.66			
390 . Other Purchased Services	66,199.77	66,200.00	-0.23	100.0%
Total 300 . Purchased Services	245,937.68	330,791.00	-84,853.32	74.3%
400 . Energy Services				
430 . Electricity	28,632.56	47,980.00	-19,347.44	59.7%
Total 400 . Energy Services	28,632.56	47,980.00	-19,347.44	59.7%
500 . Materials & Supplies				
510 . Supplies	79,632.02	39,640.00	39,992.02	200.9%
520 . Textbooks	97,290.72	166,867.00	-69,576.28	58.3%
570 . Food	36,422.23	65,488.00	-29,065.77	55.6%
Total 500 . Materials & Supplies	213,344.97	271,995.00	-58,650.03	78.4%
513 . Yearbook				
600 . Capital Outlay	150.00			
640 . Furniture, Fixtures & Equipment				
641 . Capitalized F F & E	4,542.77	88,500.00	-83,957.23	5.1%
642 . Noncapitalized F F & E	3,512.90	11,000.00	-7,487.10	31.9%
644 . Noncap Computer Hardware	0.00			
640 . Furniture, Fixtures & Equipment - Other	8,400.00			
Total 640 . Furniture, Fixtures & Equipment	16,455.67	99,500.00	-83,044.33	16.5%
672 . WIP	182,683.09			
Total 600 . Capital Outlay	199,138.76	99,500.00	99,638.76	200.1%

COST OF PARKING LOT

Royal Palm Charter
Profit & Loss Budget vs. Actual

July through December 2022

Accrual Basis

	Jul - Dec 22	Budget	\$ Over Budget	% of Budget
700 - Other Expenses				
710 - Redemption of Principal	31,783.52	233,496.00	-201,712.48	13.6%
720 - Interest	84,964.12	100,000.00	-15,035.88	85.0%
730 - Dues & Fees	33,671.67	81,336.00	-47,664.33	41.4%
79017 - Student Activity - Clubs	605.00			
Total 700 - Other Expenses	151,024.31	414,832.00	-263,807.69	36.4%
Total Expense	1,967,983.42	3,379,335.00	-1,411,351.58	58.2%
Net Ordinary Income	-78,003.45	139,719.00	-217,722.45	-55.8%
Net Income	-78,003.45	139,719.00	-217,722.45	-55.8%

PAID FROM RESERVES 182,683.09

PROFIT LESS PARKING LOT 104,679.64

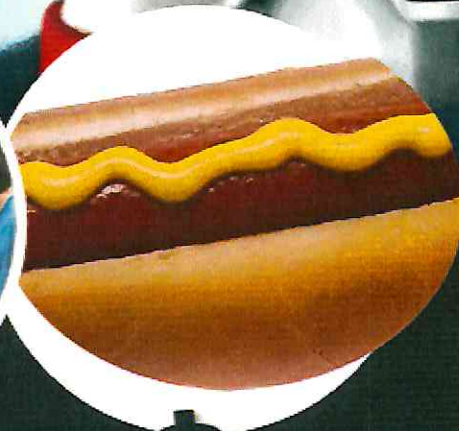
	Enrolled	Returning	23-24	Siblings	Openings
VPK	30	27		24	6
K	35	35	27	10	-1
1ST	36	36	35	0	1
2ND	35	35	36	3	0
3RD	36	36	35	2	-1
4TH	33	32	36	1	7
5TH	42	42	32	0	12
6TH	25	25	42	0	2
7TH	43	42	25	1	19
8TH	44		42	0	2
	362 (332)				

ROYAL PALM CHARTER SCHOOL PRESENTS

OUR FIRST ANNUAL

LIGHTHOUSE CELEBRATION DAY

SATURDAY, MARCH 4TH 10AM-2PM



GAMES



BOOTHS



SILENT
AUCTION



50/50
RAFFLE



PERFORMERS



FOOD
TRUCKS

Tickets will be purchased to
participate in games

Made with PosterMyWall.com

ALL FAMILIES ARE WELCOME!

Haddow Construction, Inc.

P.O. Box 560870 ~ Rockledge, FL 32956 (321) 631-7063

License #CBC1259694

January 23, 2023

ROYAL PALM CHARTER SCHOOL Phase 2 – Preliminary Budget

I. PRECONSTRUCTION PHASE:

• Grant –Valkaria Building Permit and related fees	\$ 29,179.38
• Traffic Study (may be required; not part of this Budget	
• Palm Bay Utilities (allowance):	
• Water meter (assumes credit for existing ¾")	500.00
• Grant-Valkaria Site Improvements fee (allowance)	6,600.00
• Impact fees (estimated):	
• Transportation (estimated)	40,000.00
• Correctional facilities, EMS	2,000.00
• Solid Waste	5,000.00
• Builders' Risk and Related Insurance	8,500.00
• Haddow Construction Administrative fee	<u>2,500.00</u>
TOTAL PRECONSTRUCTION PHASE	\$94,279.38

CONSTRUCTION PHASE:

II. <u>General Conditions:</u>	\$20,900.00
• Site Supervision, waste storage and removal, temporary sanitary facilities, small tool and equipment rental, temporary fencing, traffic control and safety signage, miscellaneous and cleanup labor.	
NOTE: Power and water to be supplied by Owner at no charge to Contractor.	

III. Site Work and Related:

• Erosion Control and NPDES Compliance	\$ 4,720.00
• Demo existing portables and haul away	8,000.00
• Grubbing and sod removal	4,500.00
• Excavation and embankment	8,000.00
• Imported structural fill (allowance)	4,000.00
• Imported sand for dry retention (1,000 CY allowance)	32,000.00
• Place, grade, and compact fill on site	10,000.00
• Final grading (lump sum)	7,500.00
• Compaction testing (lump sum)	1,400.00
• Surveying and stake-out	3,000.00

IV. Utilities and Related:

• New septic tank, drain field (allowance)	38,000.00
• Electric power and hand hole (allowance) FPL required contribution	2,500.00

V. Parking, Driveways, and Related:

• Concrete sidewalks (labor and materials)	34,400.00
• Additional 13 parking spaces	18,200.00
• Curb stops and striping	1,425.00
• Traffic signage and striping (thermoplastic)	1,950.00
• Handicap signage and striping	500.00
• Clean parking lot	400.00
• Miscellaneous signage	500.00

VI. Landscape and Irrigation (Phase 2): 25,000.00

VII. Site Miscellaneous:

• Final "as-built" survey, including utilities	4,145.00
• 6' chain link fencing and gates '	25,530.00
• Engineer's Review, Certification, and Construction Consulting	1,200.00

VIII. Slabs and Foundations: 140,640.00

IX. <u>Masonry and Related:</u>	
• CMU	\$31,342.50
• Stucco	12,000.00
X. <u>Carpentry and Related:</u>	85,000.00
XI. <u>Pre-Engineered Metal Building:</u>	185,000.00
• 80' x 215' (less patio) by 12', 1:12 roof pitch, projection mansard with colored standing seam panels, standing seam galvalumn roof, 140 mph wind load, gutters, downspouts, and all trim.	
XII. <u>Insulation:</u>	
• Fi-foil over exterior block	6,000.00
• R-11 batt, all frame walls	9,500.00
• R-30 at roof line (includes installation)	16,273.96
XIII. <u>Erection:</u>	55,250.00
• Fully erected to Manufacturer's specifications	
• Torque testing included	
XIV. <u>Drywall and Related:</u>	
• 5/8" hung, taped, sanded	67,035.00
• Green board in "wet" areas included	
• Texture	5,000.00
XV. <u>Glass and Glazing:</u>	74,297.00
XVI. <u>Finishes:</u>	
• Exterior painting	8,765.00
• Interior painting (walls and doors)	18,500.00
• 2x4 "no sag" acoustical ceilings	28,000.00
• Floor coverings – allowance @ \$7.00 per SF	56,000.00
• 4" vinyl cove base throughout	5,000.00

XVI. Finishes (continued):	
• Cabinetry – Break room (6' upper and lower)	\$ 11,545.00
• Bath vanity (1 @ 5'6") (included)	
• Toilet partitions (included)	
XVII. <u>Plumbing:</u>	22,600.00
• (2) bathrooms complete; (1 break room complete)	
XVIII. <u>HVAC and Related:</u>	82,000.00
• 20 ton straight cool, electric heat, 14 SEER	
• Special venting/cooling, server room	
• Bath exhausts (in-line fans)	
• Fresh air make-up	
XIX. Electrical (allowance):	105,349.59
• Fire/Security alarms	15,840.30
• Phone/Data cabling (wire only; punch out and jacks by Owner)	7,259.00
• 2" conduit and fiber optic line to existing building	7,970.00
NOTE: No camera or security included	
XX. <u>Fire Sprinkler and Related:</u>	35,900.00
• Riser, lines and heads	
XXI. <u>Specialty and Miscellaneous:</u>	
• Fire extinguishers	1,675.00
• Final cleaning	2,000.00
• Building numbers	50.00
• Landscape Bond (if required)	2,000.00
XXII. <u>Contractor's Fee:</u>	135,556.23
XXIII. <u>Contingency Fund @ 7% for mispriced and omitted items</u>	104,378.29
CONSTRUCTION PHASE TOTAL	\$1,595,496.87
PRECONSTRUCTION PHASE TOTAL	<u>94,279.38</u>
PROJECT TOTAL	\$1,689,776.25

RE: Royal Palm Phase 1, traffic improvement by addition of internal storage lanes.

Gumm, Corrina <corrina.gumm@brevardfl.gov>

Mon 2/6/2023 3:24 PM

To: Frank Plata <frank@plataengineering.com>; Alex Juan <ajuan@grantvalkaria.org>

Cc: Jessica Keenan <clerk@grantvalkaria.org>

Good afternoon Frank and Alex,

I am in agreement with your observations of the improved traffic conditions. Staff has conducted field visits to examine the new parent car loop during the PM peak (the worst case scenario). For the most part, the parent loop has removed the traffic queue on Babcock St. There was a very short time period (up to 5 minutes, right around 2:50 PM) where the queue backed up a short distance on Babcock Street. I consider this unavoidable, to be expected as parents are arriving at the same time, and it is a substantial improvement.

Thank you for your significant efforts to improve the health and safety of our residents.

Please let me know if there's anything else you need from the County.

Regards,
Corrina

Corrina Gumm, P.E.
Traffic Operations Manager
Brevard County Public Works
2725 Judge Fran Jamieson Way
Viera, FL 32940
Main: 321-633-2077

From: Frank Plata <frank@plataengineering.com>

Sent: Monday, February 6, 2023 2:48 PM

To: Alex Juan <ajuan@grantvalkaria.org>; Gumm, Corrina <corrina.gumm@brevardfl.gov>

Cc: Jessica Keenan <clerk@grantvalkaria.org>

Subject: Re: Royal Palm Phase 1, traffic improvement by addition of internal storage lanes.

Good afternoon Alex,

Thank you for the meeting las week and for the extension of the permit P22GV-0399 for Royal Palm that was applied for by the contractor.



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10/26/22 @ 5:30PM
Board of Directors Meeting Minutes

Directors:

Lori Grodecky, President
Erik Brown, Vice President
Alisha D'Alessandro Rozynski, Secretary
Kyley Haynes, Treasurer
Rachel Costa, Member

- I. Call to Order** Rozynski motioned to call meeting to order, Brown 2nd
- II. Roll Call** *Grodecky and Sviben present in person, Brown, Rozynski, Haynes and Costa present via Zoom*
- III. Reports and Presentations:** Rozynski motioned to adopt the agenda, Brown 2nd
1. Budget Update
 - i. Review 2021-22 Audit *Mrs. Sviben shared the audit document and reviewed it, Becka provided notes stating the report starting on page 1, with the letterhead is the auditor report. It is an unqualified or "clean" opinion which is what we want. Meaning, in the auditor's opinion, the users of the audited financial statement can rely on the information. On page 12 is the school's profit and loss statement. Our profit was \$281,597 and our ending reserved fund balance is \$1,272,036 – much of this is due to the additional funding received this year for ESSER and Surtax funds, and the ERTC credit. Lastly, there were no audit findings. The board was happy with the audit!*
 2. Admin Update – Sviben
 - i. Enrollment *Sviben reviewed the current enrollment numbers, explaining that enrollment was steady*
 - ii. Staff *Sviben informed the board that Mrs. Wilder needed to take a leave of absence, but hoped to return in January, she is going to go into 5th grade in the interim and Mrs. Leedy is going to move to 3rd grade*
 3. Discuss Glatz Litigation/Potential Settlement *Grodecky reviewed the settlement document, board members discussed that this would be the best decision as the cost of litigation would be significantly higher, and we can finally call it over. Grodecky brought up to board that she would like to consider a bonus for Becka because of all the work that Becka did to support the Glatz case and when she cut fees when the school couldn't afford it in the beginning, she felt that it would be a way to say thank you for all of her efforts as this is wrapping up. Brown asked if she had a number in mind, Grodecky said \$2,000 or \$2,500 range, the board agreed that this was a good idea. Rozynski motioned to add a Bonus for Becka of \$2,500 to the consent agenda, Haynes 2nd*
 4. Review Mental Health Plan *Sviben reviewed attached plan and asked for questions, there were none*
 5. Review School Improvement Plan *Sviben reviewed attached plan and asked for questions, there were none*
 6. Review Title 1 School-Parent Compact *Sviben reviewed attached plan and asked for questions, there were none*
 7. Review Title 1 Parent Family Engagement Plan *Sviben reviewed attached plan and asked for questions, there were none*
 7. Discuss RBT Packets *Sviben reviewed packet for E.R.*

IV. **Consent Agenda:** *Rozynski motioned to adopt the consent agenda, Haynes 2nd*


1. Accept 21-22 Audit
2. Approve Glatz Settlement
3. Approve Grodecky to execute final agreement on behalf of the board
4. Approve Mental Health Plan
5. Approve School Improvement Plan
6. Approve Title 1 Parent Compact
7. Approve Title 1 PFEP
8. Approve RBT Packets M.R. and A.L.
9. Approve Board Meeting Minutes 9/8/22
10. Approve Becka Bonus

V. **Non-Consent Agenda:**

1. Next Meeting: Wednesday, February 8, 2023 at 5:30PM

VI. **Public Comment:** *none*

VII. **Motion to Adjourn:** *Haynes motioned to adjourn, Brown 2nd*



Royal Pdm Chatter
Board Vice President

2/8/2023
Date Approved



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1/9/23

Board of Directors Meeting Minutes

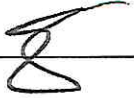
Directors:

Lori Grodecky, President
Erik Brown, Vice President
Alisha D'Alessandro Rozynski, Secretary
Kyley Haynes, Treasurer
Rachel Costa, Member

- I. **Call to Order** *Brown called meeting to order, Rozynski 2nd*
- II. **Roll Call** *Grodecky, Brown, D'Alessandro, Haynes in attendance on Zoom, Sviben in person*
- III. **Reports and Presentations:** *Brown motioned to adopt agenda, Haynes 2nd*
 1. Discuss School Recognition Fund Disbursement Vote *Mrs. Sviben explained that RPCS was eligible for school recognition funds because of the increase from a C to B school rating. The school is required to survey the staff in order to decide how the funds would be spent. Mrs. Sviben shared that the administrative team made of Principal, Assistant Principal, Reading Resource, ESE Coordinator, and Lead Teachers met to discuss bonuses. They presented the options in a survey to staff. The first survey indicated the majority wanted staff bonuses to be paid out based on hours worked. A second survey was sent out to get a majority of who should receive bonuses. The majority voted that the funds would go toward teacher bonuses to all staff that was currently working who was employed during the 2021-2022 school year contingent upon the number of hours worked. Mrs. Sviben shared the spreadsheet that showed the allocation disbursement plan.*
 2. Discuss VPK Bonuses *Mrs. Sviben explained that the school recognition funds did not include the VPK teachers and would like the board to consider including them in the bonuses based on their efforts as well. Additionally, she explained to the board that we had received a grant through ELC for VPK that would cover the bonuses. The discussion of the board was in favor of giving the VPK teachers the same bonus as the rest of the staff, as long as they had worked the 2021-2022 school year as well and based on the number of hours worked.*
 3. Discuss RBT packet
 4. Discuss February board meeting time *Mrs. Sviben is not able to make the 5:30pm meeting time for the February meeting and requested a change in time. The board discussed that the afternoon, before carloop, would be an option. Rozynski asked if it would be possible to reinstate the royal palm board's email, she has been using her personal email address as the board liaison, but feels it would be best to go back to using the board address so she can make sure that she is not missing anything. Mrs. Sviben said she would get with Computer Experts to get it set back up and send her the credential information.*
- IV. **Consent Agenda:** *Haynes motioned to adopt the consent agenda, Rozynski 2nd*
 1. Approve School Recognition Fund Disbursement Plan
 2. Approve VPK Bonuses
 3. Approve RBT – Jennifer McPeck
- V. **Non-Consent Agenda:**
- VI. Next Meeting: February 8, 2023 @1:00PM

VII. Public Comment: *None*

VIII. Motion to Adjourn: *Haynes motioned to adjourn, Rozynski 2nd*



Royal Palm Charter
Board Vice President

2/8/2023
Date Approved

ROYAL PALM CHARTER BOARD MEETING NOTICE Wed, Feb. 8, 2023 1:00 PM PUBLIC INVITED

1. Financial Update
2. Admin Update
3. Glatz Case Update
4. Building Update
5. Review 23-24 Enrollment Projections

Shannon Sviben is inviting you to a scheduled Zoom meeting.

Topic: Board Meeting

Time: Feb 8, 2023 01:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

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