



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

**8/3/23 @ 5:30 PM**

**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** *Brown called meeting to order, Haynes 2<sup>nd</sup> Brown motioned to adopt the agenda, Rozynski 2<sup>nd</sup>*
- II. **Roll Call** *Grodecky, Brown, Rozynski, Haynes and Costa present via Zoom, Sviben on campus*
- III. **Reports and Presentations:**
  1. Financial Update
    - i. 22-23 Final Budget *Reviewed final budget, attached, board members had additional questions on the final numbers and chose not to approve until more information can be gathered regarding some of the categories. Discussed the possibility of doing a budget workshop.*
    - ii. Millage Update: *Mrs. Sviben shared the Millage proportional share calculation the school will receive. Mrs. Sviben explained that the attorney has contacted the district regarding prompt payment and that they are not allowed to keep it. The school district did inform the school that we would start receiving our share. Mrs. Sviben briefly shared what BPS is doing with the funds and said that she will present at plan at the next meeting.*
  2. Admin Update – Sviben
    - i. Enrollment – see attachment
    - ii. Staff Update
      1. Open Positions: ESE and Guidance Counselor
      2. Out of Field: ESOL – Debbie Graham and Melissa Todd
    - iii. Facilities Update *Mrs. Sviben said the goal for the new building is to close within 30 days and to be built in approximately 6 months. One of the AC units in Building C had to be replaced in June.*
      1. Flood – June *The water heater busted and flood the front office, ESE classroom, hallway and bathrooms. Recovered much of the materials and furniture. ServePro did water mitigation for around \$24,000 and this was recouped from the insurance claim. Some additional repairs still need to be completed – like replacing carpet and baseboards.*
      2. Lightning Strike – July *The school was struck by lightning. The cameras in the breezeway and old lunch area got fried. The school's fire panel was also affected. Based on estimates to repair, did not file claim as repairs were under the \$5,000 deductible. Considering switching to a new monitoring system because of delay to repair with current company.*
  3. Discuss the Mental Health Plan *Sviben reviewed plan attached*
  4. Discuss Board Policies and Procedures Related to the Health, Safety or Welfare of Students *Sviben reviewed plan attached.*
  5. Discuss Board Members *Mrs. Sviben mentioned that we can still add one member if any members had suggestions of community members that would add value.*
  6. Discuss Updated Calendar – changed October meeting to Thursday instead of Wed.
- IV. **Consent Agenda:** *Brown motioned to approve consent agenda (minus #1), Haynes 2<sup>nd</sup>*
  1. Approve 22-23 Final Budget

2. Approve Mental Health Plan
3. Approve Board Policies and Procedures Related to Health, Safety or Welfare of Students
4. Approve Updated 23-24 Board Meeting Calendar
5. Approve RBT - ER
6. Approve Board Meeting Minutes 6/13/23

V. **Non-Consent Agenda:**

1. Next Meeting: Thursday, October 26, 2023 at 5:30PM

VI. **Public Comment:** *None*

VII. **Motion to Adjourn:** *Brown motioned to adjourn, Rozysnki 2<sup>nd</sup>*

Approved by: \_\_\_\_\_

Erik Brown

Royal Palm Charter School

Board Vice President

Date: 1/3/2024



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**I. Call to Order**

**II. Roll Call**

**III. Reports and Presentations:**

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  - ii. Millage Update
2. Admin Update – Sviben
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    1. Flood – June
    2. Lightning Strike – July
3. Discuss Mental Health Plan
4. Discuss Board Policies and Procedures Related to Health, Safety or Welfare of Students
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6. Discuss Updated Calendar – changed October meeting to Thursday instead of Wed.

**IV. Consent Agenda:**

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**V. Non-Consent Agenda:**

1. Next Meeting: Thursday, October 26, 2023 at 5:30PM

**VI. Public Comment:**

**VII. Motion to Adjourn:**

**Royal Palm Charter  
Balance Sheet  
As of June 30, 2023**

Accrual Basis

	Jun 30, 23
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1000 · Chase Bank - Operating	640,974.57
1001 · Chase Bank - Payroll	22.00
1103 · Chase Bank - PTO	8,804.64
1115 · Chase - Savings	316,250.00
<b>Total Checking/Savings</b>	<b>966,051.21</b>
Accounts Receivable	
1130 · Accounts receivable	122,895.90
1131 · Capital Outlay Recievable	79,047.33
<b>Total Accounts Receivable</b>	<b>201,943.23</b>
Other Current Assets	
1135 · Due from VPK	97,112.90
1234 · Deposits - FPL	5,022.00
1235 · Prepaid expenses	61,868.83
<b>Total Other Current Assets</b>	<b>164,003.73</b>
<b>Total Current Assets</b>	<b>1,331,998.17</b>
<b>TOTAL ASSETS</b>	<b>1,331,998.17</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 · Accounts Payable	37,875.32
<b>Total Accounts Payable</b>	<b>37,875.32</b>
Other Current Liabilities	
2111 · Salary Payable-L*	81,678.41
<b>Total Other Current Liabilities</b>	<b>81,678.41</b>
<b>Total Current Liabilities</b>	<b>119,553.73</b>
<b>Total Liabilities</b>	<b>119,553.73</b>
Equity	
Retained Earnings	1,279,539.24
Net Income	-67,094.80
<b>Total Equity</b>	<b>1,212,444.44</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,331,998.17</b>

**Royal Palm Charter**  
**Profit & Loss Budget vs. Actual**  
 July 2022 through June 2023

Accrual Basis

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
3200 . Federal through state and local				
3230 . IDEA Funds	16,029.05			
3240 . Title I	219,484.80	156,363.00	63,121.80	140.4%
3261 . School Lunch Reimbursement	201,909.14	91,182.00	110,727.14	221.4%
3270 . ESSR CARES	238,269.52	459,315.00	-221,045.48	51.9%
3200 . Federal through state and local - Other	27,496.14			
<b>Total 3200 . Federal through state and local</b>	<b>703,188.65</b>	<b>706,860.00</b>	<b>-3,671.35</b>	<b>99.5%</b>
3300 . State sources				
3310 . FEFP	2,389,367.36			
3311 . ED Fac Security Grant	3,318.39			
3330 . Classroom Supply Assistance	5,689.89	2,286,270.00	103,097.36	104.5%
3361 . School Recognition Funds	61,528.00			
3371 . YPK	158,984.84			
3397 . Capital Outlay Funds	221,661.00	188,739.00	32,922.00	117.4%
3399 . Miscellaneous State Sources	0.00			
<b>Total 3300 . State sources</b>	<b>2,840,549.48</b>	<b>2,475,009.00</b>	<b>365,540.48</b>	<b>114.8%</b>
3400 . Revenue from Local Sources				
3398 . Sales surtax	322,504.58			
3440 . Donations	500.00			
3451 . Student Lunches	688.84	259,720.00	62,784.58	124.2%
3473 . School-Age Child Care Fees	86,475.08			
3474 . PTO	17,782.98	60,332.00	26,143.08	143.3%
3477 . Clubs & Sports	4,843.13			
3490 . Miscellaneous Local Sources				
3495 . Other Misc Local Sources	7,777.72			
3490 . Miscellaneous Local Sources - Other	25,165.75	17,133.00	9,032.75	152.7%
<b>Total 3490 . Miscellaneous Local Sources</b>	<b>33,943.47</b>	<b>17,133.00</b>	<b>16,810.47</b>	<b>198.1%</b>
<b>Total 3400 . Revenue from Local Sources</b>	<b>466,738.08</b>	<b>337,185.00</b>	<b>129,553.08</b>	<b>138.4%</b>
<b>Total Income</b>	<b>4,010,476.21</b>	<b>3,519,054.00</b>	<b>491,422.21</b>	<b>114.0%</b>
<b>Gross Profit</b>	<b>4,010,476.21</b>	<b>3,519,054.00</b>	<b>491,422.21</b>	<b>114.0%</b>
<b>Expense</b>				
100 . Salaries				
110 . Administrator	493,928.68	328,750.00	165,178.68	150.2%
111 . Administrator - Bonus	2,500.00			
120 . Classroom Teacher	1,495,284.58	1,243,619.00	251,665.58	120.2%
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	112,315.66	167,825.00	-55,509.34	66.9%
<b>Total 100 . Salaries</b>	<b>2,103,464.41</b>	<b>1,788,883.00</b>	<b>314,581.41</b>	<b>117.6%</b>

\$83k given in bonuses at gross not net

\$138k is for vpk salaries we are not allowed to include in budget, nets with \$158k of vpk revenue

\$61k in school recognition funds

**Royal Palm Charter**  
**Profit & Loss Budget vs. Actual**  
 July 2022 through June 2023

Accrual Basis

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
200 · Employee Benefits				
210 · Retirement	32,811.18	52,858.00	-20,046.82	62.1%
220 · Social Security	151,653.30	133,661.00	17,992.30	113.5%
230 · Group Insurance	239,062.30	228,986.00	10,076.30	104.4%
240 · Worker's Compensation	488.25	9,849.00	-9,360.75	5.0%
250 · Unemployment Compensation	365.99			
<b>Total 200 · Employee Benefits</b>	<b>424,381.02</b>	<b>425,354.00</b>	<b>-972.98</b>	<b>99.8%</b>
300 · Purchased Services				
310 · Professional & Technical Svcs	126,677.60	211,091.00	-84,413.40	60.0%
320 · Insurance and Bond Premiums	83,627.18	38,200.00	45,427.18	218.9%
330 · Travel	8,332.40	4,800.00	3,532.40	173.6%
350 · Repairs and Maintenance	17,241.31	10,500.00	6,741.31	164.2%
360 · Rentals	63,152.55			
365 · Software Subscriptions	23,186.58			
370 · Communications	4,189.74			
380 · Public Utility Services	14,396.11			
390 · Other Purchased Services	198,008.81	66,200.00	131,808.81	299.1%
<b>Total 300 · Purchased Services</b>	<b>538,812.28</b>	<b>330,791.00</b>	<b>208,021.28</b>	<b>162.9%</b>
400 · Energy Services				
430 · Electricity	55,517.18	47,980.00	7,537.18	115.7%
<b>Total 400 · Energy Services</b>	<b>55,517.18</b>	<b>47,980.00</b>	<b>7,537.18</b>	<b>115.7%</b>
500 · Materials & Supplies				
510 · Supplies	134,040.96	39,640.00	94,400.96	338.1%
520 · Textbooks	101,150.32	166,867.00	-65,716.68	60.6%
570 · Food	72,254.83	65,488.00	6,766.83	110.3%
<b>Total 500 · Materials &amp; Supplies</b>	<b>307,446.11</b>	<b>271,995.00</b>	<b>35,451.11</b>	<b>113.0%</b>
513 · Yearbook		150.00		
600 · Capital Outlay				
640 · Furniture, Fixtures & Equipment				
641 · Capitalized F F & E	86,246.77	88,500.00	-2,253.23	97.5%
642 · Noncapitalized F F & E	25,507.90	11,000.00	14,507.90	231.9%
644 · Noncap Computer Hardware	22,211.50			
<b>Total 640 · Furniture, Fixtures &amp; Equipment</b>	<b>133,966.17</b>	<b>99,500.00</b>	<b>34,466.17</b>	<b>134.6%</b>
672 · WIP New building costs	214,869.63			
<b>Total 600 · Capital Outlay</b>	<b>348,835.80</b>	<b>99,500.00</b>	<b>249,335.80</b>	<b>350.6%</b>

**Royal Palm Charter**  
**Profit & Loss Budget vs. Actual**  
 July 2022 through June 2023

Accrual Basis

	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
<b>700 - Other Expenses</b>				
710 - Redemption of Principal	52,137.35	55,000.00	-2,862.65	94.8%
720 - Interest	181,988.03	181,988.03	0.00	100.0%
730 - Dues & Fees	50,584.83	55,336.00	-4,751.17	91.4%
79017 - Student Activity - Clubs	605.00			
<b>Total 700 - Other Expenses</b>	<b>285,315.21</b>	<b>292,324.03</b>	<b>-7,008.82</b>	<b>97.6%</b>
<b>Total Expense</b>	<b>4,063,922.01</b>	<b>3,256,827.03</b>	<b>807,094.98</b>	<b>124.8%</b>
<b>Net Ordinary Income</b>	<b>-53,445.80</b>	<b>262,226.97</b>	<b>-315,672.77</b>	<b>-20.4%</b>
<b>Net Income</b>	<b>-53,445.80</b>	<b>262,226.97</b>	<b>-315,672.77</b>	<b>-20.4%</b>

## BPS and Teachers' Union Reach Tentative Agreement on New Contract

Viera, FL – Brevard Public Schools and the Brevard Federation of Teachers union came to a tentative contract agreement Friday that includes an average of a 4.2% raise for teachers.

The tentative agreement raises the minimum base starting teacher salary to \$48,725 and includes several types of payments for our teachers. They include:

- Highly Effective pay for performance teachers will get \$1,400
- Effective or Grandfathered teachers will get \$1,050
- Teachers with BPS from six to 13 years will earn an additional \$850
- Teachers with BPS 14 years or longer will earn an additional \$1,250
- Lead Mentor teachers and teachers who mentor two or more new teachers will see their supplement increase to \$1,000 (this year only)
- Teachers who mentor one new teacher will see their supplement increase to \$500 (this year only)

Earlier this week, BPS and BFT agreed to recruitment and retention bonuses for teachers at priority schools. Teachers at Tier 2 schools can earn up to \$2,000 and teachers at Tier 3 schools can earn up to \$3,000. The district and the union also agreed to a \$5,000 recruitment and retention bonus for teachers at Gardendale Separate Day School. Both sides also agreed on health insurance that will include \$300 being given to all eligible employees in a Flexible Spending Account.

During earlier contract talks the district agreed to the following:

- \$3,400 to \$4,400 in one-time premium pay for teachers (Already Ratified)
- 10 days paid parental leave
- \$45 for teachers to cover a class during their planning time
- \$1,200 FRS eligible supplement for teachers on the pay for performance salary schedule at the start of their 11<sup>th</sup> year (previously began in 12<sup>th</sup> year)
- \$2,500 supplement for ESE support specialists

Both sides also agreed on language on compensatory time. This is only a tentative agreement, BFT members must ratify the agreement. If that happens, the School Board would need to approve the agreement.





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## Board of Directors Meeting Calendar 2023-2024

*All meetings held at Royal Palm Charter School at 5:30 PM unless indicated otherwise*

Wednesday, August 3, 2023

Wednesday, October 25, 2023

Wednesday, February 7, 2024

Wednesday, April 10, 2024

Wednesday, June 19, 2023

# School Board of Brevard County

2700 Judge Fran Jamieson Way • Viera, FL 32940-6601

Mark J. Rendell, Ed.D., Superintendent



July 26, 2023

## Rachel Roberts

Director, Choice & Charter  
Elementary Leading and Learning  
Re: Charter Ad Valorem Millage

Dear Rachel:

Below are the Charter School estimated proportional shares, based on enrollment, from the proceeds of the operating millage referendum approved by voters on Nov 8, 2022. The Brevard voters supported the one mill increase and will require thorough quarterly reporting of how their dollars are invested in your school's operations and timely dissemination to the Independent Citizens for Millage Oversight Committee. The millage will be disbursed to the Charter schools in the December wire payment.

Charter School	Total Unweighted FTE	Proportional Calculation	Voted Millage
6501 - Palm Bay Academy	365.13	0.03861	351,089
6507 - Odyssey Charter School	1,854.24	0.19609	1,782,937
6508 - Sculptor Elem School	558.15	0.05903	536,687
6509 - Royal Palm Charter School	330.36	0.03494	317,656
6511 - Educational Horizons Charter	135.65	0.01435	130,434
6515 - Imagine School Of West Melbourne	614.68	0.06501	591,043
6521 - Riverside Charter High School	24.02	0.00254	23,096
6523 - Emma Jewel Charter	340.95	0.03606	327,839
6529 - Pineapple Cove Lockmar	616.49	0.06520	592,784
6540 - Viera Charter School	1,569.15	0.16594	1,508,810
6541 - Odyssey Prep	466.28	0.04931	448,350
6543 - Pineapple Cove Academy	1,049.73	0.11101	1,009,364
6554 - Pineapple Cove West Melbourne	858.99	0.09084	825,958
6558 - Pinecrest Academy Space Coast	672.03	0.07107	646,188
<b>Grand Total</b>	<b>9,455.85</b>	<b>1.0000</b>	<b>\$9,092,235</b>

Sincerely,

Diane Lichenstein  
Assistant Director, Budgeting, Cost Accounting & FTE

Diane Lichenstein, Director  
Office of Budgeting, Cost Accounting & FTE  
Phone: (321) 633-1000, ext. 11610 • FAX: (321) 633-3562

## Shannon Sviben

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**From:** Shawn Arnold <sarnold@arnoldlawfirmllc.com>  
**Sent:** Wednesday, August 2, 2023 5:43 PM  
**To:** Thomas Cole; Brian Strader; brian.degonzague@imaginewm.org; Wendi Nolder; Constance Ortiz; iaconag@odysseycharterschool.com; longanim@palmbayacademy.org; John Moran (john@pineapplecoveacademy.com); Kelly Gunter; Shannon Sviben; Christine Quam  
**Cc:** Katie Sevier  
**Subject:** Charter Millage Memo  
**Attachments:** FY 2024 Charter Millage Proration (003)[33].pdf

All,

I have reached out to the District regarding concerns about the attached memo.

In the last sentence of the narrative, the memo says that money will be sent to the charters in the December wire. It appears that the School District is attempting to hold the money from charters until the District collects the money. This situation has been addressed in the charter statute from a threat from Brevard County to withhold payment to charters in the mid-2010s until December.

The last sentence of Section 1002.33(17)(e) reads:

“The district school board may not delay payment to a charter school of any portion of the funds provided in paragraph (b) based on the timing of receipt of local funds by the district school board.”

The current operating discretionary millage outlined in “subsection (b)” are the monies from Section 1011.71(9), F.S., the type of referendum in Brevard County. See *Academy for Positive Learning, Inc. v. School Board of Palm Beach County*, 315 So.3d 675 (Fla. 4th DCA 2021)(the case we prosecuted and won in Palm Beach County on these same types of monies).

I asked for the monies to be distributed to the charters in the September FEFP distributions. I will keep you up to date on progress.

Shawn A. Arnold, Esq.  
Florida Board Certified Education Lawyer  
Licensed in Florida, Georgia, and Colorado  
3840 Crown Point Rd., Ste. B  
Jacksonville, FL 32257  
(904) 731-3800



This message is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, or the employee or agent

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	23-24 Enrolled	Openings	Applications
VPK	30	0	18
K	36	0	30
1 <sup>ST</sup>	36	0	7
2 <sup>ND</sup>	36	0	7
3 <sup>RD</sup>	36	0	9
4 <sup>TH</sup>	<del>40</del> 43	1	0
5 <sup>TH</sup>	34	12	0
6 <sup>TH</sup>	44	0	5
7 <sup>TH</sup>	40	9	0
8 <sup>TH</sup>	39	5	0
	341(371)		

350 goal



Royal Palm Charter School

Year Round Schedule

Established July 2000

7135 S Babcock St. Palm Bay FL 32909 (321) 723-0650



OUT-OF-FIELD APPROVAL REQUEST

Graham, Debbie  
LAST NAME, FIRST (teacher)

Royal Palm Charter  
SCHOOL

964443783  
Employee Identification Number

7/18/2023  
Date of Out-of-Field Assignment

Reading  
Subject Area (s)

OUT OF FIELD ASSIGNMENT:

I understand that during the twelve (12) months following the date of this out-of-field assignment, I must complete six (6) semester hours of appropriate credit in the out-of-field area that I am currently teaching or two (2) endorsement courses. If I fail to submit proof of this course (transcripts or grade report), I will no longer be eligible to teach out-of-field in Brevard County Schools. Once you have completed the requirement you must apply to the FLDOE to add to the subject/endorsement to your certificate to be in compliance and certified.

OR

I understand that I may take the subject area exam in the subject that I am teaching out-of-field in lieu of taking six (6) hours of credit or two (2) endorsement courses as outlined above. The test must be taken during the twelve (12) months following the date of this out-of-field assignment. (Exceptions: Guidance and Gifted) Once you have completed the requirement, you must apply to the FLDOE to add the subject/endorsement to your certificate to be in compliance and certified.

[Signature]  
Signature of Teacher      Date

Shannon Striben 7/18/23  
Signature of Principal      Date

SUPERINTENDENT/BOARD APPROVAL

[Signature] VP, Royal Palm Charter Board  
Signature of Superintendent/Board Designee

8/10/2023  
Date



Royal Palm Charter School

Year Round Schedule

Established July 2000

7135 S Babcock St. Palm Bay FL 32909 (321) 723-0650



OUT-OF-FIELD APPROVAL REQUEST

Todd, Melissa  
LAST NAME, FIRST (teacher)

Royal Palm Charter  
SCHOOL

954461701  
Employee Identification Number

7/18/2023  
Date of Out-of-Field Assignment

Reading  
Subject Area (s)

OUT OF FIELD ASSIGNMENT:

CT I understand that during the twelve (12) months following the date of this out-of-field assignment, I must complete six (6) semester hours of appropriate credit in the out-of-field area that I am currently teaching or two (2) endorsement courses. If I fail to submit proof of this course (transcripts or grade report), I will no longer be eligible to teach out-of-field in Brevard County Schools. Once you have completed the requirement you must apply to the FLDOE to add to the subject/endorsement to your certificate to be in compliance and certified.

OR

       I understand that I may take the subject area exam in the subject that I am teaching out-of-field in lieu of taking six (6) hours of credit or two (2) endorsement courses as outlined above. The test must be taken during the twelve (12) months following the date of this out-of-field assignment. (Exceptions: Guidance and Gifted) Once you have completed the requirement, you must apply to the FLDOE to add the subject/endorsement to your certificate to be in compliance and certified.

Melissa Todd 7/18/23 Shannon Stribu 7/18/23  
Signature of Teacher      Date      Signature of Principal      Date

SUPERINTENDENT/BOARD APPROVAL

[Signature] VP, Royal Palm Charter School  
Signature of Superintendent/Board Designee

8/10/23  
Date



FLORIDA DEPARTMENT OF  
**EDUCATION**  
fldoe.org



## 2023-24 Mental Health Application

Part I: Youth Mental Health Awareness Training Plan



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## Introduction

### Mental Health Assistance Allocation Plan

s. 1006.041, F.S.

#### MHAA Plan Assurances

##### The Charter School Assures

One hundred percent of state funds are used to establish or expand school-based mental health care; train educators and other school staff in detecting and responding to mental health issues; and connect children, youth and families with appropriate behavioral health services.

Yes

Mental health assistance allocation funds do not supplant other funding sources or increase salaries or provide staff bonuses or incentives

Yes

Other sources of funding will be maximized-to provide school-based mental health services (e.g., Medicaid reimbursement, third-party payments and grants).

Yes

Collaboration with FDOE to disseminate mental health information and resources to students and families.

Yes

A system is included for tracking the number of students at high risk for mental health or co-occurring substance use disorders who received mental health screenings or assessments; the number of students referred to school-based mental health services

Yes

Curriculum and materials purchased using MHAA funds have received a thorough review and all content is in compliance with State Board of Education Rules and Florida Statutes.

Yes

##### A charter governing board policy or procedure has been established for

Students referred to a school-based or community-based mental health services provider, for mental health screening for the identification of mental health concerns and students at risk for mental health disorders are assessed within 15 calendar days of referral.

Yes

School-based mental health services are initiated within 15 calendar days of identification and assessment.

Yes

Community-based mental health services are initiated within 30 calendar days of referral.

Yes

Individuals living in a household with a student receiving services are provided information about behavioral health services through other delivery systems or payors for which such individuals may qualify if such services appear to be needed or enhancements in those individuals' behavioral health would contribute to the improved well-being of the student.

Yes

District schools and local mobile response teams use the same suicide screening instrument approved by FDOE pursuant to s. 1012.583, F.S., and Rule 6A-4.0010, F.A.C.

Yes

Assisting a mental health services provider or a behavioral health provider as described ins. 1006.041, F.S., respectively, or a school resource officer or school safety officer who has completed mental health crisis intervention training in attempting to verbally de-escalate a student's crisis situation before initiating an involuntary examination pursuant to s. 394.463, F.S. Such procedures must include strategies to de-escalate a crisis situation for a student with a developmental disability as that term is defined ins. 393.063, F.S.

Yes

The requirement that in a student crisis situation, the school or law enforcement personnel must make a reasonable attempt to contact a mental health professional who may initiate an involuntary examination pursuant to s. 394.463, F.S., unless the child poses an imminent danger to self or others before initiating an involuntary examination pursuant to s. 394.463, F.S. Such contact may be in person or using telehealth, as defined ins. 456.47, F.S. The mental health professional may be available to the school district either by contracts or interagency agreements with the managing entity, one or more local community behavioral health providers, the local mobile response team, or be a direct or contracted school district employee. Note: All initiated involuntary examinations located on school grounds, on school transportation or at a school sponsored activity must be documented in the Involuntary Examinations and Restraint and Seclusion (IERS) platform.

Yes

Parents of students receiving services are provided information about other behavioral health services available through the student's school or local community-based behavioral health service providers. Schools may meet this requirement by providing information about and internet addresses for web-based directories or guides for local behavioral health services.

Yes

The Mental Health Assistance Allocation Plan must be focused on a multitiered system of supports to deliver evidence-based mental health care assessment, diagnosis, intervention, treatment and recovery services to students with one or more mental health or co-occurring substance abuse diagnoses and to students at high risk of such diagnoses. s. 1006.041, F.S.

Yes

## District Program Implementation

<b>Evidence-Based Program</b>	Child/Teen Safety Matters
<b>Tier(s) of Implementation</b>	Tier 2
Describe the key EBP components that will be implemented.	
<p>Child Safety Matters is a evidence based program. It is based on public health and social frameworks for prevention. Prevention practices includes cognitive behavioral theory, healthy sexual development, and trauma informed practices with a focus on developmental stages. The curricular educates to protect children and teens from bullying, abuse and victimization.</p>	
<p>Explain how your district will implement evidence-based mental health services for students to improve the early identification of social, emotional, or behavioral problems or substance use disorders, as well as the likelihood of at risk students developing social emotional or behavioral problems, depression, anxiety disorders or suicidal tendencies, and how these will assist students dealing with trauma and violence.</p>	
<p>The evidence based prevention education program will be implemented by the School Counselor for grades K-8; as appropriate in a classroom setting. Topics target digital safety, physical/emotional safety, mental health and substance use. Students will be taught the five safety rules of prevention. Digital safety and physical/emotional safety are four lessons. Supplemental lessons includes mental health and substance use which are presented in three lessons.</p>	
<p>Explain how the supports will deliver evidence-based mental health care assessment, diagnosis, intervention, treatment and recovery services to students with one or more mental health or co-occurring substance abuse diagnoses and to students at high risk of such diagnoses.</p>	
<p>The supports outcome will result in an increase of student knowledge and resistance skills. Students will be empowered with strategies to encourage mental wellness, healthy coping and refusal skills as well as insight concerning substance use and abuse.</p>	

<b>Evidence-Based Program</b>	Life Skills Training (Gilbert Botvin)
<b>Tier(s) of Implementation</b>	
Describe the key EBP components that will be implemented.	
<p>Botvin Life Skills Training is a substance abuse and violence prevention program. Learning objectives are: personal and self-management skills, general social skills, and drug resistance skills. It is aligned to CASEL'S social and emotional learning competencies.</p>	
<p>Explain how your district will implement evidence-based mental health services for students to improve the early identification of social, emotional, or behavioral problems or substance use disorders, as well as the likelihood of at risk students developing social emotional or behavioral problems, depression, anxiety disorders or suicidal tendencies, and how these will assist students dealing with trauma and violence.</p>	
<p>Lesson will be implemented by the School Counselor. Lessons will be taught one time per week for eight class sessions; 40 minute class sessions, to grades 3, 4, and 5. Specific skills taught includes empathy, friendship building, problem solving, tobacco use, anxiety and stress reduction, decision-making, and positive communication.</p>	
<p>Explain how the supports will deliver evidence-based mental health care assessment, diagnosis, intervention, treatment and recovery services to students with one or more mental health or co-occurring substance abuse diagnoses and to students at high risk of such diagnoses.</p>	
<p>The supports will enable students to learn skills that improves self-esteem, develop problem-solving ability, promote reduction in stress, anxiety, and anger. Students will have skill development in the areas of clear communication, relationship building, assertiveness and avoiding violence. Students will understand the importance of resisting pressures to use tobacco, alcohol and other drugs.</p>	

<b>Evidence-Based Program</b>	Mental Health First Aid
<b>Tier(s) of Implementation</b>	Tier 1
Describe the key EBP components that will be implemented.	
<p>Mental Health First Aid is an evidence based program initiated by the National Council for Behavioral Health with the Department of Mental Health. It educates about risk factors and warning signs of mental health problems in adolescent and emphasizes early intervention. It teaches how to offer initial support to a person in crisis.</p>	
<p>Explain how your district will implement evidence-based mental health services for students to improve the early identification of social, emotional, or behavioral problems or substance use disorders, as well as the likelihood of at risk students developing social emotional or behavioral problems, depression, anxiety disorders or suicidal tendencies, and how these will assist students dealing with trauma and violence.</p>	
<p>The curricular will be implemented by a Brevard School District Trainer. The curricular is an eight hour course which is designed to be delivered on-line, virtual, and or in-person. Instruction teaches methods of assisting students/persons in developmental stages of a mental health problem or how to assist persons in a mental health crisis. Mental have disorders are defined. Substance use disorders are defined. Resources are identified for mental illness and substance abuse. An action plan is identified for interventions with mental illness and substance use/abuse.</p>	
<p>Explain how the supports will deliver evidence-based mental health care assessment, diagnosis, intervention, treatment and recovery services to students with one or more mental health or co-occurring substance abuse diagnoses and to students at high risk of such diagnoses.</p>	
<p>The supports will provide greater knowledge in mental health responsiveness. It increases awareness of mental health issues of youth; suicidal thoughts and behaviors, self-injury, panic attacks, reactions to trauma, acute psychosis, substance abuse, and aggressive behaviors. Staff and students will become more knowledgeable about the signs and symptoms of mental disorders and challenges. Students will gain knowledge of available resources.</p>	

<b>Evidence-Based Program</b>	Mental and Emotional Health Education
<b>Tier(s) of Implementation</b>	Tier 2
Describe the key EBP components that will be implemented.	
Mental and Emotional Health Education is a Brevard County District developed curriculum. Lessons were developed by licensed and certified mental health professionals. Resources used includes but is not limited to evidence based materials such as Kids Health, Teen Mental Health, Teen NIDA, Everfi, and Healthy Body Systems. The curricular targets mental health and substance use/abuse.	
Explain how your district will implement evidence-based mental health services for students to improve the early identification of social, emotional, or behavioral problems or substance use disorders, as well as the likelihood of at risk students developing social emotional or behavioral problems, depression, anxiety disorders or suicidal tendencies, and how these will assist students dealing with trauma and violence.	
The School Counselor will implement a five hour classroom instruction on mental and emotional health to grades 6-8. Also included are lessons on substance use/abuse for grades K-8. The curricular addresses mental and emotional wellness, nutrition, internet safety, substance use and abuse.	
Explain how the supports will deliver evidence-based mental health care assessment, diagnosis, intervention, treatment and recovery services to students with one or more mental health or co-occurring substance abuse diagnoses and to students at high risk of such diagnoses.	
The supports will enable students to identify community resources, warning signs and symptoms of mental illness. They will have knowledge of indicators of substance addiction.	

**Direct Employment**

**MHAA Plan Direct Employment**

**School Counselor**

*Current Ratio as of August 1, 2023*

0

*2023-2024 proposed Ratio by June 30, 2024*

1

**School Social Worker**

*Current Ratio as of August 1, 2023*

0

*2023-2024 proposed Ratio by June 30, 2024*

0

**School Psychologist**

*Current Ratio as of August 1, 2023*

0

*2023-2024 proposed Ratio by June 30, 2024*

0

### **Other Licensed Mental Health Provider**

*Current Ratio as of August 1, 2023*

0

*2023-2024 proposed Ratio by June 30, 2024*

0

### **Direct employment policy, roles and responsibilities**

**Explain how direct employment of school-based mental health services providers (school psychologists, school social workers, school counselors and other licensed mental health professionals) will reduce staff-to-student ratios.**

The goal of Royal Palm Charter is to expand accessibility of mental health services. Employment of school-based service providers will reduce staff-to-student ratio. This reduction would promote an increase in student access to mental health services. It would improve school safety by having greater access to mental health supports.

**Describe your district's established policies and procedures to increase the amount of time student services personnel spend providing direct mental health services (e.g., review and revision of staffing allocations based on school or student mental health assistance needs).**

The School Counselor will prioritize job duties allocating 80% of time spent providing direct mental health services. Time spent allocated to instruction learning (classroom) to include behavioral, mental health and mental health services. Small group, social skills, instruction will address social personal deficits. Direct services to students will include but not be limited to risk and threat assessing, individual counseling, and referrals to community mental health resources. Services provided to staff and students will include mental wellness and substance use/abuse training.

**Describe the role of school based mental health providers and community-based partners in the implementation of your evidence-based mental health program.**

Royal Palm has developed community partnerships to improve access to school-based mental health supports. These school and community based partners promotes ongoing school safety efforts with crisis prevention, preparedness, response and recovery through crisis training and plans. School based mental health providers: School Counselor provides mental health training to staff and students and address behavior issues that impact the school climate. The school psychologist consults with teachers, parents, school counselor to provide supports to address mental and behavioral health. The Behavior Analyst provides supports to address social/emotional behavioral problems. Typically, behavior assessments and plans are developed by the analyst.

### **Community Contracts/Interagency Agreements**

**List the contracts or interagency agreements with local behavioral health providers or Community Action Team (CAT) services and specify the type of behavioral health services being provided on or off the school campus.**

Community contracts/interagency agreements are mostly established through Brevard School District. Kinder Konsulting is the assigned school-based mental health provider. Services includes school and home based counseling. Individual, family counseling and case management is provided. A Behavior Analyst through Brevard County Schools, provides behavioral health (social emotional) assessments and intervention planning.

Royal Palm has an interagency agreement with Tiki Services. Tiki Services is a behavioral agency specializing in Autism Spectrum Disorder. The agency provides one-on-one school-based behavioral services to students targeting social emotional needs. Community action teams consist of District



based psychologist, and mobile assist teams for at-risk assessments for potential harm. Royal Palm is serviced through Brevard Sheriff Department for crisis prevention, preparedness and response. The Department also, offers services for potential Baker Act.

## MHAA Planned Funds and Expenditures

### Allocation Funding Summary

**MHAA funds provided in the 2023-2024 Florida Education Finance Program (FEFP)**

\$ 10,018.00

**Unexpended MHAA funds from previous fiscal years**

\$ 0.00

**Grand Total MHAA Funds**

\$ 10,018.00

### MHAA planned Funds and Expenditures Form

Please complete the MHAA planned Funds and Expenditures Form to verify the use of funds in accordance with (s.) 1006.041 Florida Statutes.

The allocated funds may not supplant funds that are provided for this purpose from other operating funds and may not be used to increase salaries or provide bonuses. School districts are encouraged to maximize third-party health insurance benefits and Medicaid claiming for services, where appropriate.

The following documents were submitted as evidence for this section:

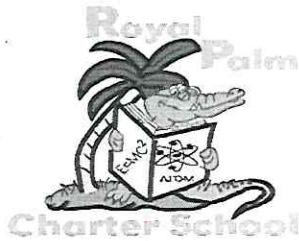
MHAA_Planned_Expenditures_Report_2023-2024.pdf
<i>MHAA Plan - if you click in the first cell the amount is correct, but it is not totally and defaulting to strange numbers.</i>
<a href="#">Document Link</a>

## Charter Governing Board Approval

This application certifies that the **Brevard Public Schools** governing board has approved the Mental Health Assistance Allocation Plan, which outlines the local program and planned expenditures to establish or expand school-based mental health care consistent with the statutory requirements for the mental health assistance allocation in accordance with section 1011.62(14), F.S.

### Governing Board Approval Date

Thursday 8/3/2023



7145 Babcock Street, S.E.  
Palm Bay, Florida 32909  
Phone (321) 723-0650  
Fax (321) 722-1117  
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## **Board of Directors Meeting Calendar 2023-2024**

*All meetings held at Royal Palm Charter School at 5:30 PM unless indicated otherwise*

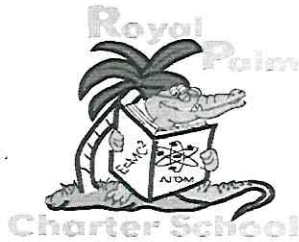
Thursday, August 3, 2023

Thursday, October 26, 2023

Wednesday, February 7, 2024

Wednesday, April 10, 2024

Wednesday, June 19, 2023



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Palm Bay, Florida 32909  
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6/13/23 @ 3:30 PM

**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** *Brown called meeting to order, Haynes 2<sup>nd</sup>*
- II. **Roll Call** *Grodecky, Brown, Rozynski, Haynes, Costa, Becka present online, Sviben in person*
- III. **Reports and Presentations:** *Brown motioned to adopt the agenda, Haynes 2<sup>nd</sup>*
  1. Financial Update
    - i. BVA discussed Budget to Actual and Becka discussed the board will need to review and amend the final budget since we did not have all of the information regarding the cost of the parking piece of construction, etc. She pointed out that the budget is over in other purchased services due to the pay out to Glatz that was not planned. At this point showing a deficit because of the capital projects and will need to utilize the reserve funds. Brown asked if it is okay to have a deficit and Becka said that statutorily the charter school can have a deficit as long as there are reserves to use, that is the point of the reserves. Brown wanted to add discussing procedures around use of reserves. She said will review much more in detailed when the board meets next once final revenues are received. Brown asked that once year numbers are seen that the board discusses a bonus for Sviben and Rodriguez for taking on additional duties because of Sviben being in 5<sup>th</sup> grade classroom 15 weeks of the year.
    - ii. Balance Sheet did not review at this time
  2. Admin Update – Sviben
    - i. BPS Site Visit – review Mrs. Sviben reviewed the attachment. She pointed out there were no deficiencies identified and that the review committee were at the school the same day as one of the Student Led Conference dates so they were able to witness those in action. She got good feedback about the parent participation.
    - ii. Enrollment – see attachment Mrs. Sviben reviewed the attached enrollment chart, at this time there are vacancies in 4<sup>th</sup>, 5<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup>. She commented that typically there are some openings in 4<sup>th</sup> grade because of the increase in the number of students per class changing from 18 to 22. 5<sup>th</sup> grade enrollment is low since 4<sup>th</sup> grade is low this year. She expects the 7<sup>th</sup> and 8<sup>th</sup> grade spots to fill up since last year we had large waiting lists for both grade levels once school started.
    - iii. Strategic Plan Mrs. Sviben reviewed the attached Strategic Plan document. She shared with the board that the school no longer qualifies as a Title 1 school (see letter from district) since so many schools qualify now for Community Eligibility Program they are pulling the data solely from Direct Certification data (students that receive services like SNAP, SSI, Foster families) Royal Palm's Direct Certification was at 48% for Spring FTE – the district requirement was 59%. The school historically has had a poverty rate of above 75% utilizing Free/Reduced lunch applications in addition to direct certification. This will be a decrease in revenue of around \$200,000.
      1. Staff Changes only one new hire – Kalyn Wenzlawsh, current parent who received temporary certification for math and working toward adding Science. Brooke Steelman will be going back to paraprofessional position focusing on ESE. Mrs. Teijeiro moving to

2<sup>nd</sup>, Mrs. Todd to 4<sup>th</sup>. Rexach to VPK and Noel and Vega to K in order to spiral with their students.

2. Curriculum
3. Purchases, etc
4. 23-24 Preliminary Budget *Becka reviewed the detailed preliminary budget adding in the estimation for the district capital millage sharing and the district millage sharing, with a 5% for FEFP. The budget based on a conservative number of students at 330. This is the final year to utilize some of the ESSER Cares Funds as well. The district did an approximate increase of 4% and the strategic plan and budget include that 4% increase for all staff in addition to the longevity bonuses in Nov/Dec timeframe. Budget includes plan for construction phase of new building as well as mortgage payments beginning in June. Profit projection at this time \$78,000.*
3. Discuss New Building Progress *Mrs. Sviben finally heard that the Florida USDA office should be approving the loan any day now and that Ameris is already working on the closing packet*
  - i. Funding progress
4. Board Members
  - i. Board Positions – Re-elect *discussed current board positions and whether members will keep same positions or change, all agreed that would prefer to keep same positions*
  - ii. Board Member Suggestions for additional member

**IV. Consent Agenda:**

1. Approve 22-23 Strategic Plan
  - i. New Hires (Wenzlawsh)
2. Approve 23-24 Preliminary Budget
3. Approve 23-24 Board Meeting Calendar
4. Approve Board Member Re-elections, Grodecky – President, Brown – Vice President, Rozynski – Secretary, Haynes - Treasurer
5. Approve Board Meeting Minutes 4/12/23

**V. Non-Consent Agenda:**

1. Next Meeting: Wednesday, August 3, 2023 at 5:30PM

**VI. Public Comment:** *None*

**VII. Motion to Adjourn:** *Brown motioned to adjourn, Costa 2<sup>nd</sup>.*

ROYAL PALM CHARTER  
BOARD MEETING  
NOTICE  
THURSDAY, 8/3/23  
5:30PM  
PUBLIC INVITED

1. Budget Update
  - i. 22-23 Final Budget
2. Admin Update – Shupe
  - i. Enrollment
  - ii. New Building Update
  - iii. Mental Health Plan
  - iv. Emergency Response Plan
3. Discuss Out of Field Teachers
  - i. ESOL: Todd and Graham

Join Zoom Meeting

<https://us06web.zoom.us/j/84178900316?pwd=NFF0L1N6QzR4U05HeEFOOUNvWkFzdz09>

Meeting ID: 841 7890 0316

Passcode: royalpalm