

Copies of the agenda and all documentation are available for review in the libraries of the campuses located in Charlotte, Collier, Lee, and Hendry/Glades Counties, and are also available on the College website at [www.edison.edu/district/board/meetings.php](http://www.edison.edu/district/board/meetings.php)

**DRAFT**

**Agenda**

District Board of Trustees Executive Session  
Edison State College – Lee Campus  
Board Conference Room (I-228) – Robinson Hall  
August 23, 2011  
2:45 p.m.

1. Discussion of Collective Negotiations with Faculty Union

Copies of the agenda and all documentation are available for review in the libraries of the campuses located in Charlotte, Collier, Lee and Hendry/Glades Counties, and are also available on the College website at [www.edison.edu/district/board/meetings.php](http://www.edison.edu/district/board/meetings.php)

**DRAFT**

Agenda

District Board of Trustees Meeting  
Edison State College – Lee Campus  
Board Room (I-223) – Robinson Hall  
August 23, 2011  
4:00 p.m.

Pledge to Flag

Introduction of Guests and Public Comment

Information Reports:

*SACS Update*  
(Presenter: Dr. Steve Atkins)

*Faculty Senate Report*  
(Presenters: Dr. Steve Atkins and Prof. Don Ransford)  
(Backup in rear pocket)

**Vote to Take Action On:**

1. Approval of Minutes Special Meeting August 5, 2011  
(Presenter: Mrs. Mann) (Page 1)
2. Approval to Extend a Utility Easement to Florida Power and Light Company on the Lee Campus (Presenter: Mr. Nice/Board Liaison: Mrs. Mann) (Page 3)
3. Approval of Memorandum of Understanding Between the Edison State College Foundation, Inc. and the District Board of Trustees Edison State College, Florida (Presenter: Mrs. Galloway) (Page 5)
4. Approval to Accept the Audited Financial Report of Edison State College Foundation, Inc. for Fiscal Year Ended March 31, 2011 (Presenter: Mrs. Galloway) (Page 9) (*Bound backup booklet in rear*)

5. Approval of the Edison State College Foundation, Inc. Audit Review Checklist (Presenter: Mrs. Galloway) (Page 10)
6. Approval for Certification of Compliance of Edison State College Foundation, Inc. (Presenter: Mrs. Galloway) (Page 12)
7. Approval of Memorandum of Understanding Between the Edison State College Financing Corporation and the District Board of Trustees Edison State College, Florida (Presenter: Ms. Doeble) (Page 14)
8. Approval of the Edison State College Financing Corporation Audit Review Checklist (Presenter: Ms. Doeble) (Page 18)
9. Approval to Accept the Edison State College Financing Corporation's Audited Financial Report for Fiscal Year Ended March 31, 2011 (Presenter: Ms. Doeble) (Page 20) (*Bound backup booklet in rear*)

**Consent Agenda:**

10. Approval of Personnel Actions (Presenter: Mrs. Fairfax/Board Liaison: Mrs. Berlam) (Page 21) (*Bound backup booklet in rear*)

**Information Only:**

11. Edison State College Monthly Financial Report (Presenter: Ms. Doeble/ Board Liaison: Mrs. Helphenstine) (Page 22)
12. Edison State College Financing Corporation – Submission of Federal IRS Application for Recognition of Exemption Form 1023 and Federal IRS Return of Organization Exempt from Income Tax Form 990 (Presenter: Ms. Doeble) (Page 26) (*Bound backup booklet in rear*)
13. Edison State College Foundation, Inc. – Submission of Federal IRS Application for Recognition of Exemption Form 1023 and Federal IRS Return of Organization Exempt from Income Tax Form 990 (Presenter: Mrs. Galloway) (Page 30) (*Bound backup booklet in rear*)

President's Comments

Board Members' Comments

Adjournment

**Reconvene:**

The Edison State College District Board of Trustees reconvenes as the Edison State College Charter Schools Governing Board

Agenda  
Edison State College Charter Schools Governing Board  
Lee Campus – Board Room (I-223) – Robinson Hall  
August 23, 2011

Introduction of Guests and Public Comment

**Vote to Take Action On:**

1. Approval to Appoint the Principal or the Assistant Principal of each Edison State College Charter High School as the Governing Board's Representative (Presenter: Dr. Harrel) (Page 1)

**Information Only:**

2. Edison State College Collegiate High Schools Monthly Financial Report (Presenter: Ms. Doeble) (Page 5)

**Written Reports:**

3. Monthly Report on Edison Collegiate High School – Charlotte (Page 8)
4. Monthly Report on Edison Collegiate High School – Lee (Page 11)

Board Members' Comments

Adjournment



## **Edison State College District Board of Trustees Meeting**

### Information Reports

#### Faculty Senate Report

August 23, 2011

- Communication with the Office of the College's District President – Prof. Don Ransford, Speaker
- Summary of Work with Dr. Atkins and Dr. Land this Summer – Prof. Don Ransford, Speaker
- Greenfest on the Collier Campus -- Dr. Lisa McGarity, Speaker

**DRAFT**  
Minutes  
Edison State College  
District Board of Trustees Special Meeting  
Lee Campus – Board Room, Robinson Hall (I-223)  
August 5, 2011  
4:00 p.m.

Pledge to Flag

AGENDA ITEM: 1

The District Board of Trustees of Edison State College met in special session in Lee County, Florida, on August 5, 2011 at 4:00 p.m. with the meeting called to order by Chair, Mary Lee Mann.

Present: Ann Berlam, Vice Chair  
Washington Baquero  
JoAnn Helphenstine  
Mahlan Houghton, Jr.  
Mary Lee Mann, Chair  
Randall Parrish  
Julia Perry  
Christopher Vernon  
Kenneth P. Walker, District President  
Frances Brennan, Recorder  
June Hollingshead, Recorder

Introduction of Guests and Public Comment – None

Administrative Reports - None

**Vote to Take Action On:**

Agenda Item #1. Approval of Minutes Regular Meeting June 28, 2011  
(Presenter: Mrs. Mann) (Page 1)

MOTION by Washington Baquero, seconded by Mahlan Houghton, to approve the minutes of the regular meeting June 28, 2011 as presented. Approved unanimously.

Agenda Item #2. A Proposal to Settle the Claim of Dr. Vivian Lilly  
(Presenter: Mr. Lupe)

MOTION by JoAnn Helphenstine, seconded by Chris Vernon, to approve the proposal to settle the claim of Dr. Vivian Lilly in the amount of \$85,000 as presented.

District Board of Trustees/Minutes  
August 5, 2011  
Page two

**Information Only:**

Agenda Item #3. Course Substitutions Report (Presenter: Dr. Walker)

Dr. Walker presented a report on course substitutions for information only.

Adjournment

The meeting was adjourned at 4:20 p.m.

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Kenneth P. Walker, Secretary  
District Board of Trustees

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Mary Lee Mann, Chair  
District Board of Trustees

Meeting of the  
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES  
August 23, 2011

**AGENDA ITEM:** 2

**Approval to Extend a Utility Easement to Florida Power and Light Company on the Lee Campus**

**RECOMMENDATION:**

**The Administration recommends District Board of Trustees approval to grant a utility easement to Florida Power and Light Company for the electrical services need for Student Housing on the Lee Campus.**

**STAFF ANALYSIS:**

A primary electrical underground power line is required to service the new Student Housing Facility on the Lee Campus. Florida Power and Light Company require an extension of an existing underground easement to service the new facility. A copy of the easement description and drawing is attached.

**DIRECT FISCAL IMPACT:**

Funding Source: N/A Amount: \$ N/A

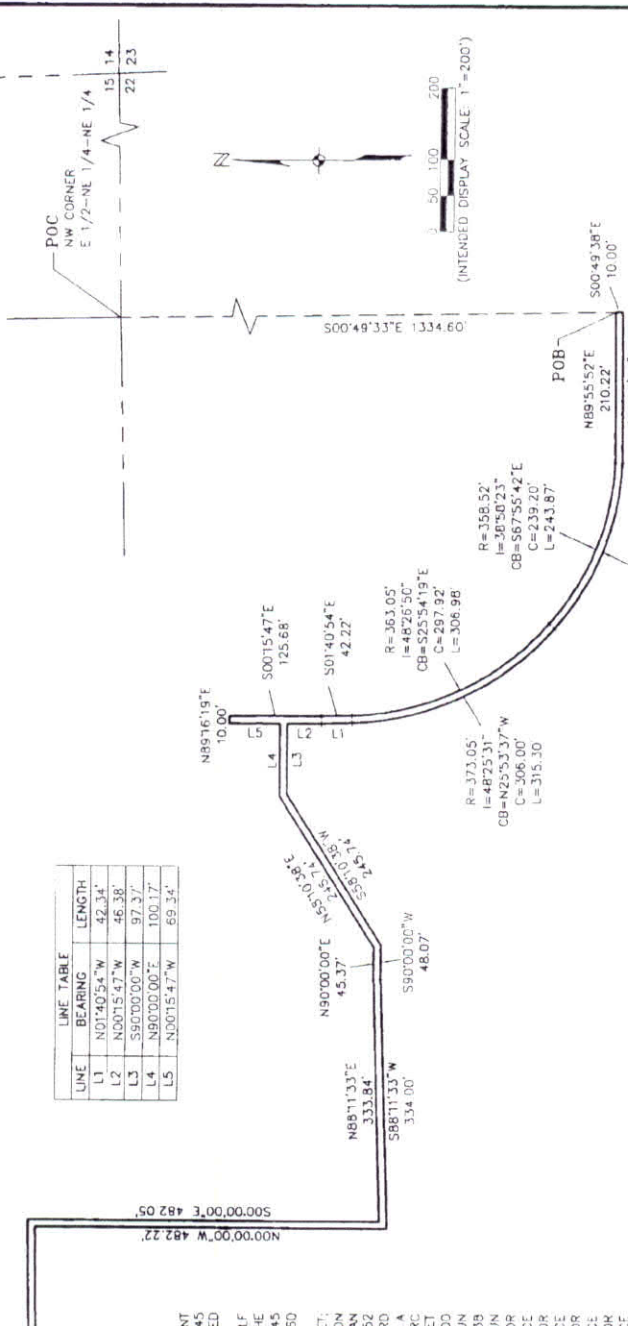
Attachment

**REQUESTED BY:**   
Director, Facilities Planning and Management

**VERIFIED AND APPROVED BY:**   
Vice President, Financial Services

**APPROVED FOR AGENDA BY:**   
District President





LINE	BEARING	LENGTH
L1	N01°40'54\"/>	
L2	N00°05'47\"/>	
L3	S86°00'00\"/>	
L4	N90°00'00\"/>	
L5	N00°15'47\"/>	

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 COMMENCING AT THE NORTHWEST CORNER OF THE EAST ONE-HALF (E-1/2) OF THE NORTHEAST QUARTER (NE-1/4) OF THE NORTHEAST QUARTER (NE-1/4) OF SECTION 22, TOWNSHIP 45 SOUTH, RANGE 24 EAST, THENCE RUN S00°49'33\"/>

THIS IS NOT A SURVEY

*Kevin M. Riscassi*  
 KEVIN M. RISCASSI  
 (FOR THE FIRM LB-642)  
 PROFESSIONAL SURVEYOR AND MAPPER  
 FLORIDA CERTIFICATE NO. 6433  
 DATE SIGNED: JUL 22 2011  
 NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

SKETCH AND DESCRIPTION  
 10' WIDE FPL EASEMENT

DATE	JULY 2011	PROJECT NO.	20108499	FILE NO.	22-45-24	SCALE	1\"/>
						SHEET	1 OF 1

2122 JOHNSON STREET  
 P.O. BOX 1550  
 FORT MYERS, FLORIDA 33902-1550  
 PHONE (239) 334-0046  
 FAX (239) 334-3661  
 EB #642 & L.B. #642



PARCEL LYING IN THE NORTHEAST QUARTER OF SECTION 22, TOWNSHIP 45 SOUTH, RANGE 24 EAST LEE COUNTY, FLORIDA

- NOTES:
- BEARINGS SHOWN HEREON ARE BASED ON THE NORTH LINE OF THE EAST HALF OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 22, TOWNSHIP 45 SOUTH, RANGE 24 EAST, LEE COUNTY, FLORIDA, AS BEARING S 89° 01' 27\"/>
  - THIS SKETCH DOES NOT MAKE ANY REPRESENTATIONS AS TO ZONING OR DEVELOPMENT RESTRICTIONS ON THE SUBJECT PARCEL.
  - POB = POINT OF BEGINNING
  - PARCEL CONTAINS 28,394 SQUARE FEET OR 0.65 ACRES, MORE OR LESS.

Meeting of the  
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES  
August 23, 2011

AGENDA ITEM: 3

**Approval of Memorandum of Understanding Between the Edison State College Foundation, Inc. and the District Board of Trustees Edison State College, Florida**

**RECOMMENDATION:**

**The Administration recommends District Board of Trustees approval of the Memorandum of Understanding between the Edison State College Foundation, Inc. and Edison State College.**

**STAFF ANALYSIS:**

The Board of Trustees annually reviews approved standards for Direct Support Organization's and certifies that they meet the operating requirements established by College Board Rule 6Hx6:1.03.

Revised SACS accreditation standard 3.2.13 requires that "Any institution-related foundation not controlled by the institution has a contractual or other formal agreement that (1) accurately describes the relationship between the institution and the foundation and (2) describes any liability associated with that relationship. In all cases, the institution ensures that the relationship is consistent with its mission."

**DIRECT FISCAL IMPACT:**

Funding Source:           N/A           Amount: \$           N/A          

Attachment

REQUESTED BY:           Tracy Galloway            
Vice President, Development

VERIFIED AND APPROVED BY:           M. Decker            
Vice President, Financial Services

APPROVED FOR AGENDA BY:           [Signature]            
District President



## **MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding is between The District Board of Trustees of Edison State College, Florida and the Edison State College Foundation, Inc. The Edison State College Foundation (henceforth referred to as "Foundation") was organized and incorporated in 1966 as a direct support organization of Edison State College (henceforth referred to as the "College").

The Foundation is a separately incorporated IRC 501(c)(3) nonprofit direct support organization created to raise, manage, distribute, and steward private resources to support the mission and purposes of the College and to support the College in any other manner permitted by IRC 501(c)(3) and by State law and the rules, regulations and policies of the College.

In consideration of the mutual commitments herein contained, the parties agree as follows:

### **FOUNDATION NAME AND LOGOTYPE**

Consistent with its mission to help to advance the plans and objectives of the College, the Foundation is granted the use of the name, Edison State College Foundation; the Foundation has the authority to use the College's name and logotype and other identifying marks in the promotion of its business and activities.

### **COLLEGE GOVERNANCE**

The College's Board of Trustees (henceforth referred to as "Trustees") is responsible for overseeing the mission, leadership and operations of the College and for setting priorities and long-term plans for the College.

### **THE FOUNDATION RELATIONSHIP TO THE COLLEGE**

The Foundation's Board of Directors (henceforth referred to as the "Board") is responsible for the control and management of all assets of the Foundation, including the prudent management of all gifts consistent with donor intent.

The Foundation is responsible for the performance and oversight of all aspects of its operations based on a comprehensive set of bylaws that clearly address the Board's fiduciary responsibilities, including expectations of individual Board members based upon ethical guidelines and policies.

### **THE COLLEGE RELATIONSHIP TO THE FOUNDATION**

The President of the College is responsible for communicating the College's priorities and long-term plans, as approved by the Trustees, to the Foundation.

## Memorandum of Understanding

The College recognizes that the Foundation is a private corporation with the authority to keep all records and data confidential consistent with the law.

The Vice President of Development, reporting to the President of the College is responsible for all activities related to soliciting private support, establishing productive relationships with external groups, reporting of gifts and Foundation development.

The President of the College shall serve as a non-voting member of the Foundation Board, and shall assume a prominent role in fundraising activities.

The Chair of the College's Board of Trustees, or his/her designee, shall serve as a member of the Foundation Board, with voting rights.

The College will provide in-kind services such as office space, technology and utilities as it deems appropriate. The College will employ, evaluate and compensate employees as it deems appropriate.

## **FOUNDATION RESPONSIBILITIES**

### **Fundraising**

The Foundation shall create an environment conducive to increasing levels of private support for the mission and priorities of the College, based on needs and goals set by the College's President. Foundation funds are acknowledged by the College and the Foundation to be supplementary to state appropriated and tuition funds and are not a substitute thereof.

The VP of Development, in consultation with the College President and Foundation Board, is responsible for planning and executing comprehensive fundraising and donor-acquisition programs in support of the College's mission. These programs include but are not limited to annual giving, major gifts, planned gifts, special projects, private foundation solicitations and campaigns as appropriate.

The Foundation will establish, adhere to and periodically assess its gift-management and acceptance policies. It will promptly acknowledge and issue receipts for all gifts on behalf of the Foundation and the College and provide appropriate recognition and stewardship of such gifts.

The College recognizes that the Foundation bears the major responsibility for private sector fundraising. College representatives will coordinate fundraising initiatives including major gifts solicitations with the Foundation.

The College President will work in conjunction with the leadership of the Foundation Board and the VP of Development to identify, cultivate and solicit prospects for private gifts.

The Foundation shall establish and enforce policies to protect donor confidentiality and rights.

### **Asset Management**



Memorandum of Understanding

The Foundation will establish asset allocation, disbursement and spending policies that adhere to applicable federal and state laws.

The Foundation will receive, hold, manage, invest and disperse contributions of cash, securities, patents, copyrights and other forms of property, including immediately vesting gifts and deferred gifts that are contributed in the form of planned and deferred gift instruments.

The Foundation will engage an independent accounting firm annually to conduct an audit of the Foundation's financial and operational records and will provide the College with a copy of the annual audited financial statements, including management letters and comply with all requirements mandated by law.

**Transfer of Funds**

The Foundation is the primary depository of private gifts and will transfer funds to the College in compliance with applicable laws, College policies and gift agreements.

When distributing gift funds to the College, the Foundation will disclose any terms, conditions, or limitations imposed by donor or legal determination on the gift. The College will abide by such restrictions and provide appropriate documentation.

The Foundation's disbursements to and or on behalf of the College must be reasonable business expenses that support the College, are consistent with donor intent and do not conflict with the law.

**Foundation Funding and Administration**

The Foundation is responsible for establishing an annual budget.

The Foundation shall own and maintain copies of the plans, budgets and donor and alumni records developed in connection with the performance of its obligations.

The Foundation will provide access to data and records to the College for College purposes. The Foundation will provide copies of its annual report to the College.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed by their duly authorized officers

\_\_\_\_\_  
Chair, Edison State College Foundation  
Board of Directors  
Date: \_\_\_\_\_

\_\_\_\_\_  
Vice President of Development  
Edison State College Foundation  
Date: \_\_\_\_\_

\_\_\_\_\_  
Chair, Edison State College  
Board of Trustees  
Date: \_\_\_\_\_

\_\_\_\_\_  
President, Edison State College  
Date: \_\_\_\_\_

Meeting of the  
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES  
August 23, 2011

AGENDA ITEM: 4

**Approval to Accept the Audited Financial Report of Edison State College Foundation, Inc. for Fiscal Year Ended March 31, 2011**

**RECOMMENDATION:**

**The Administration recommends District Board of Trustees approval of the Edison State College Foundation audited financial report for the fiscal year ended March 31, 2011.**

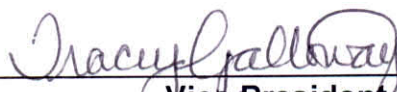
**STAFF ANALYSIS:**

The audited financial report represents the activities and financial results of the Edison State College Foundation's operations for the fiscal year ended March 31, 2011. The financial report was prepared by the Edison State College Foundation in accordance with Generally Accepted Accounting Principles and audited by Tuscan & Company, PA Certified Public Accountants. As of March 31, 2011, the total assets of the Edison State College Foundation totaled \$48,214,411.

**DIRECT FISCAL IMPACT:**

Funding Source: \_\_\_\_\_ N/A \_\_\_\_\_ Amount: \$ \_\_\_\_\_ N/A \_\_\_\_\_

Attachment

REQUESTED BY: \_\_\_\_\_  \_\_\_\_\_  
Vice President, Development

VERIFIED AND APPROVED BY: \_\_\_\_\_  \_\_\_\_\_  
Vice President, Financial Services

APPROVED FOR AGENDA BY: \_\_\_\_\_  \_\_\_\_\_  
District President

Meeting of the  
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES  
August 23, 2011

AGENDA ITEM: 5

**Approval of the Edison State College Foundation, Inc. Audit Review Checklist**

**RECOMMENDATION:**

**The Administration recommends District Board of Trustees approval that the Edison State College Foundation, Inc., is in compliance with requirements set for the Audit Review Checklist.**

**STAFF ANALYSIS:**

K-20 Education Code Chapter 1004 requires the State Board of Education to review each state/community college approved Direct Support Organization's DSO audit review report.

Based on the philosophy of the State Board to work cooperatively with all entities and agencies involved with state/community colleges to resolve problems and issues in any area, the attached is used by the Division of Florida Colleges for reviewing the DSO reports prepared by Tuscan & Company, P.A. independent certified accountants.

The Edison State College Foundation, Inc. is in full compliance with the requirements of Chapter 1004, K-20 Education Code.

**DIRECT FISCAL IMPACT:**

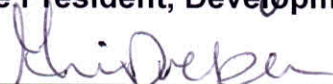
Funding Source:           N/A           Amount: \$           N/A          

Attachment


REQUESTED BY:

  
Vice President, Development

VERIFIED AND APPROVED BY:

  
Vice President, Financial Services

APPROVED FOR AGENDA BY:

  
District President



**DIRECT-SUPPORT ORGANIZATIONS (DSO) AUDIT REVIEW CHECK LIST**

**DSO NAME** Edison State College Foundation

**FOR THE YEAR ENDING:** March 31, 2011

COLLEGE PRESIDENT'S RESPONSE TO DSO AUDIT:

1. In accordance with Section 1004.70(2), Florida Statutes, did the chairperson of the board of trustees appoint a representative to the board of directors and the executive committee of each direct-support organization established under Section 1004.70, Florida Statutes?

YES X NO \_\_\_

2. In accordance with Section 1004.70(2), Florida Statutes, did the president or the president's designee serve on the board of directors and the executive committee of the college's direct-support organization?

YES X NO \_\_\_

3. In accordance with Section 1004.70(4)(c), Florida Statutes, did the board of trustees approve all transactions or agreements between one direct support organization and another direct support organizations or between a direct-support organization and a center of technology innovation designated under s. 1004.77, Florida Statutes?

YES \_\_\_ NO \_\_\_ N/A X

4. In accordance with Section 1004.70(5), Florida Statutes, did this direct-support organization submit to the board of trustees a copy of its federal IRS Application for Recognition of Exemption form (Form 1023) and its federal Internal Revenue Service Return of Organization Exempt from Income Tax form (Form 990)?

YES X NO \_\_\_ N/A \_\_\_

5. Did the board of trustees review the following issues and accept the annual audit?  
A. College support of direct-support organization's operating expenses.  
B. Annual change in the direct -support organization's net assets.  
C. Direct-Support Organization's ability to cover indebtedness (both current and projected).

YES X NO \_\_\_ N/A \_\_\_

COLLEGE NAME Edison State College

\_\_\_\_\_  
Dr. Kenneth P. Walker, District President

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Mary Lee Mann, Chair, Board of Trustees

\_\_\_\_\_  
DATE





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**TITLE: EDISON STATE COLLEGE FOUNDATION, INC.**

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**AUTHORITY:**

**Florida Statute 1001.64; 1004.70**

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**POLICY:**

Pursuant to Florida Statute 1004.70, the Edison State College District Board of Trustees may certify, as a direct support organization, Edison State College Foundation, Inc. (Foundation), whose purpose is to provide funds for student scholarships, instructional services, the Barbara B. Mann Performing Arts Hall, and other proper activity of Edison State College. The District President of the College is authorized to implement the Board's procedures and guidelines to allow the Foundation the use of property, facilities and personal services pursuant to the provisions of Florida Statute 1004.70. In order to use such property, facilities and personal services, the Foundation shall:

1. Maintain exemption from Federal income tax as an organization described in section 501 (c) (3) of the Internal Revenue Code.
2. Provide that the College District President and Chairman of the District Board of Trustees, or trustee designee, serve on the Board of Directors and the executive committee of the Board of Directors of the Foundation.
3. Employ an independent auditing firm, and submit annual audited financial statements and management letters to the District Board of Trustees and the District President of the College.
4. Submit the annual budget to the District Board of Trustees.
5. Provide in its By-Laws that the Executive Director of the Foundation shall be appointed by, and be responsible to, the District President of Edison State College.
6. Adopt and maintain an investment policy as approved by the District Board of Trustees.
7. Operate in accordance with Florida Statute 286.011 (The Sunshine Law) as required by the Attorney General's opinion, dated June 27, 1990, and the opinion of the General Council of the Florida Department of Education, dated October 19, 1990.

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Effective Date: 8/17/95; Rev. 6/19/97; Rev. 2/23/99; Edit 08/23/05; Rev. 11/27/07; Edit 02/18/09

Meeting of the  
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES  
August 23, 2011

**AGENDA ITEM:** 7

**Approval of Memorandum of Understanding Between the Edison State College Financing Corporation and the District Board of Trustees Edison State College, Florida**

**RECOMMENDATION:**

**The Administration recommends District Board of Trustees approval of the Memorandum of Understanding between the Edison State College Financing Corporation and Edison State College.**

**STAFF ANALYSIS:**

The Board of Trustees annually reviews approved standards for Direct Support Organization's and certifies that they meet the operating requirements established by College Board Rule 6Hx6:1.03.

Revised SACS accreditation standard 3.2.13 requires that "Any institution-related foundation not controlled by the institution has a contractual or other formal agreement that (1) accurately describes the relationship between the institution and the foundation and (2) describes any liability associated with that relationship. In all cases, the institution ensures that the relationship is consistent with its mission."

**DIRECT FISCAL IMPACT:**

Funding Source:           N/A           Amount: \$           N/A          

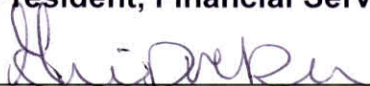
Attachment

**REQUESTED BY:**



**Vice President, Financial Services**

**VERIFIED AND APPROVED BY:**



**Vice President, Financial Services**

**APPROVED FOR AGENDA BY:**



**District President**



## **MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding is between The District Board of Trustees Edison State College, Florida and the Edison State College Financing Corporation. The Edison State College Financing Corporation (henceforth referred to as "Financing Corporation") was organized and incorporated in 2007 as a direct support organization of Edison State College (henceforth referred to as the "College").

The Financing Corporation is a separately incorporated IRC 501(c)(3) nonprofit direct support organization created to receive, hold and administer property and to make expenditures to or for the exclusive benefit of the College to support the mission and purposes of the College and to support the College in any other manner permitted by IRC 501(c)(3) and by State law and the rules, regulations and policies of the College.

In consideration of the mutual commitments herein contained, the parties agree as follows:

### **FINANCING CORPORATION NAME AND LOGOTYPE**

Consistent with its mission to help to advance the plans and objectives of the College, the Financing Corporation is granted the use of the name, Edison State College Financing Corporation; the Financing Corporation has the authority to use the College's name and logotype and other identifying marks in the promotion of its business and activities.

### **COLLEGE GOVERNANCE**

The College's District Board of Trustees (henceforth referred to as "Trustees") is responsible for overseeing the mission, leadership and operations of the College and for setting priorities and long-term plans for the College.

### **THE FINANCING CORPORATION RELATIONSHIP TO THE COLLEGE**

The Financing Corporation's Board of Directors (henceforth referred to as the "Board") is responsible for the control and management of all assets of the Financing Corporation.

The Financing Corporation is responsible for the performance and oversight of all aspects of its operations based on a comprehensive set of bylaws that clearly address the Board's fiduciary responsibilities, including expectations of individual Board members based upon ethical guidelines and policies.

### **THE COLLEGE RELATIONSHIP TO THE FINANCING CORPORATION**

The District President of the College is responsible for communicating the College's priorities and long-term plans, as approved by the Trustees, to the Financing Corporation.

The College recognizes that the Financing Corporation is a private corporation with the authority to keep all records and data confidential consistent with the law.

The District President of the College is authorized to implement the District Board of Trustee's policies to allow the Financing Corporation the use of property, facilities and personal services pursuant to the provisions of Section 1004.70, Florida Statutes, as may be amended.



## Memorandum of Understanding

The District President of the College, or his or her designee, is authorized to transfer "Legally Available Auxiliary Enterprise Funds", as defined by District Board of Trustees Policy 1.07, to the Financing Corporation, which the Financing Corporation shall hold, invest and use exclusively for the benefit of the College. In order to remain eligible to receive or to continue to receive such "Legally Available Auxiliary Enterprise Funds", the Financing Corporation must at all times:

1. Continue to be designated as a direct support organization of Edison State College; and
2. Be in compliance with each of the requirements of the College's Policy entitled "Edison State College Financing Corporation", effective November 27, 2007, or as amended.

## **FINANCING CORPORATION RESPONSIBILITIES**

### **Management and Operation of Student Housing**

The Financing Corporation will provide housing opportunities for the students of the College. The Financing Corporation will be the sole and exclusive manager of any on-campus student housing facilities with all rights to undertake and perform all marketing, leasing, maintenance and servicing duties and operations of the student in accordance with the terms hereof and the respective year's approved budget. The relationship between Financing Corporation and College shall be that of an independent contractor.

In operating and managing the student housing the Financing Corporation shall:

Work in collaboration with the College to create a unique living learning environment for students;

Maintain good, business-like relations with the residents and ensure that all office personnel are using professional rental and resident relations techniques, and staff and operate a leasing and management office during normal business hours, accept, record and attend to necessary complaints and service requests and perform all obligations under the agreements with the student residents. Staff shall ensure that all residents comply with the terms of their agreements and with all adopted rules and regulations with respect to the Community from time to time;

Maintain the student housing facilities in a first class condition and consistent with maintenance practices of other similar class student housing projects.

In compliance with the approved budget, negotiate and enter into service contracts, utility agreements and other contracts in the ordinary course of business of operating student housing; and,

Collect, and, in the prudent course of business, enforce the collection of all rents, receivables and other charges as they become due.

Take such action as may be necessary or appropriate to comply with, and to cause resident(s), all service providers, all contractors, and others entering the student housing, to comply with any and all applicable statutes, ordinances, regulations, and rules applicable to the student housing.

Memorandum of Understanding

**Other Capital Facilities**

In addition to student housing, the Financing Corporation will also finance other capital projects to meet current and future needs of the College, such as parking facilities, and/or other improvements; manage and invest funds held by it; operate or administer contracts for auxiliary enterprises; and, perform any other proper activity of Edison State College.

**Financing Corporation Funding and Administration**

The Financing Corporation will engage an independent accounting firm annually to conduct an audit of the Financing Corporation's financial and operational records and will provide the College with a copy of the annual audited financial statements, including management letters and comply with all requirements mandated by law.

The Financing Corporation's disbursements to and or on behalf of the College must be reasonable business expenses that support the College and do not conflict with the law.

The Financing Corporation is responsible for establishing an annual budget.

The Financing Corporation shall own and maintain copies of the plans and budgets developed in connection with the performance of its obligations.

The Financing Corporation will provide access to data and records to the College for College purposes. The Financing Corporation will provide copies of its annual report to the College.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed by their duly authorized officers

\_\_\_\_\_  
Chair, Edison State College Financing Corporation Board of Directors

Date: \_\_\_\_\_

\_\_\_\_\_  
District President, Edison State College

Date: \_\_\_\_\_

\_\_\_\_\_  
Chair, Edison State College Board of Trustees

Date: \_\_\_\_\_

\_\_\_\_\_  
President, Edison State College Financing Corporation

Date: \_\_\_\_\_





**DIRECT-SUPPORT ORGANIZATIONS (DSO) AUDIT REVIEW CHECK LIST**

**DSO NAME** Edison State College Financing Corporation

**FOR THE YEAR ENDING:** March 31, 2011

COLLEGE PRESIDENT'S RESPONSE TO DSO AUDIT:

1. In accordance with Section 1004.70(2), Florida Statutes, did the chairperson of the board of trustees appoint a representative to the board of directors and the executive committee of each direct-support organization established under Section 1004.70, Florida Statutes?

YES X NO     

2. In accordance with Section 1004.70(2), Florida Statutes, did the president or the president's designee serve on the board of directors and the executive committee of the college's direct-support organization?

YES X NO     

3. In accordance with Section 1004.70(4)(c), Florida Statutes, did the board of trustees approve all transactions or agreements between one direct support organization and another direct support organizations or between a direct-support organization and a center of technology innovation designated under s. 1004.77, Florida Statutes?

YES      NO      N/A X

4. In accordance with Section 1004.70(5), Florida Statutes, did this direct-support organization submit to the board of trustees a copy of its federal IRS Application for Recognition of Exemption form (Form 1023) and its federal Internal Revenue Service Return of Organization Exempt from Income Tax form (Form 990)?

YES X NO      N/A     

5. Did the board of trustees review the following issues and accept the annual audit?  
A. College support of direct-support organization's operating expenses.  
B. Annual change in the direct -support organization's net assets.  
C. Direct-Support Organization's ability to cover indebtedness (both current and projected).

YES X NO      N/A     

COLLEGE NAME Edison State College

\_\_\_\_\_  
Dr. Kenneth P. Walker, District President

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Mary Lee Mann, B.S., Chair, District Board of Trustees

\_\_\_\_\_  
DATE





Meeting of the  
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES  
August 23, 2011

AGENDA ITEM: 10

**Approval of Personnel Actions**

**RECOMMENDATION:**

**The Administration recommends District Board of Trustees approval of the attached list of Personnel Consent Agenda actions.**

**STAFF ANALYSIS:**

Personnel Consent Agenda actions are consistent with Florida Statute 1001.65(3), Florida Department of Education, Administrative Rule 6A-14.0261, Board Policy 6Hx6: 5.02, and approved practices of the district and are deemed routine in nature. It is recommended that the attached list of Personnel Consent Agenda actions be approved.

During the time period since the last Board meeting, personnel changes have occurred. The attached list reflects 343 appointments/status changes, 54 special contracts, 1 military leave, 30 employee departures/retirements and 799 part-time adjunct contracts.

These actions have been reviewed by appropriate supervisors, approved by designated College administrators, and discussed with the Board Liaison. It is recommended that these actions be approved.

**DIRECT FISCAL IMPACT:**

Funding Source: Operating Amount: \$ 212,393

Attachment

REQUESTED BY:   
Vice President, Human Resources

VERIFIED AND APPROVED BY:   
Vice President, Financial Services

APPROVED FOR AGENDA BY:   
District President

Meeting of the  
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES  
June 28, 2011

**AGENDA ITEM:** 11

**Edison State College Monthly Financial Report**

**RECOMMENDATION:**

**INFORMATION ONLY**

**STAFF ANALYSIS:**

Table #1

This report is for informational purposes only and requires no action by the Board. It compares the actual sources and uses of operating funds for the current fiscal period to the same period from the prior year. It is provided to give the reader an indication of how the College's financial position is growing on an incremental basis from year to year.

Table #2

This report is for informational purposes only and requires no action by the Board. It compares the actual sources and uses of operating funds for the current fiscal period to the budgeted sources and uses of operating funds for the current fiscal period. It is provided to give the reader an indication of how the College is performing in relation to its current operating budget.

These reports summarize the College's performance, or capacity, in raising, handling and using public funds. These reports allow managers to effectively allocate and use resources and additionally allow others to evaluate the financial operations of the College.

**DIRECT FISCAL IMPACT:** *None*

Funding Source: *na* Amount: \$ *na*

Attachment

**REQUESTED BY:**

*[Signature]*

Vice President, Financial Services

**VERIFIED AND APPROVED BY:**

*[Signature]*

Vice President, Financial Services

**APPROVED FOR AGENDA BY:**

*[Signature]*

District President

**MONTHLY FINANCIAL REPORTS  
INFORMATION AGENDA  
FINANCIAL REPORT**

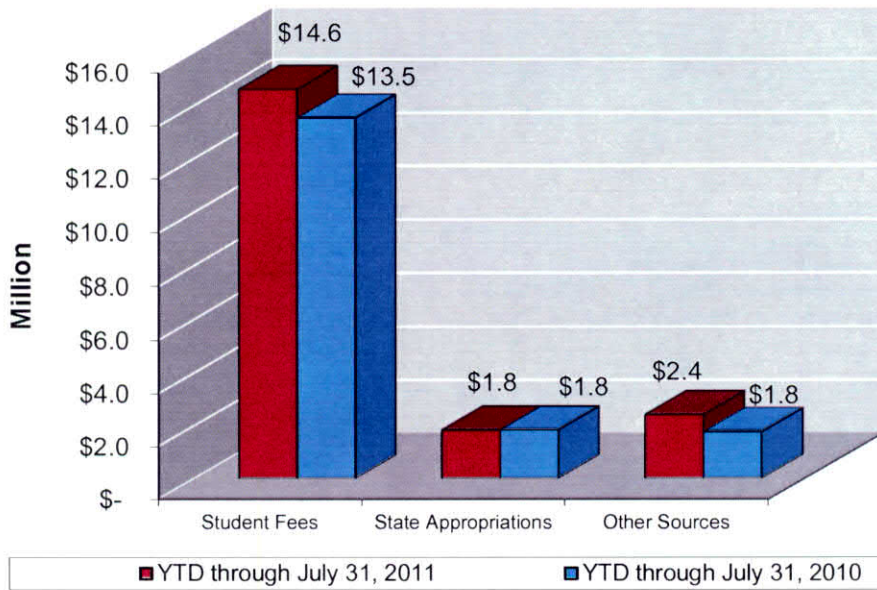
**EDISON STATE COLLEGE  
OPERATING BUDGET BY REVENUE AND EXPENSE CATEGORY  
COMPARISON OF CURRENT YEAR TO PRIOR YEAR  
for Fiscal Year Ending June 30, 2012**

Table #1

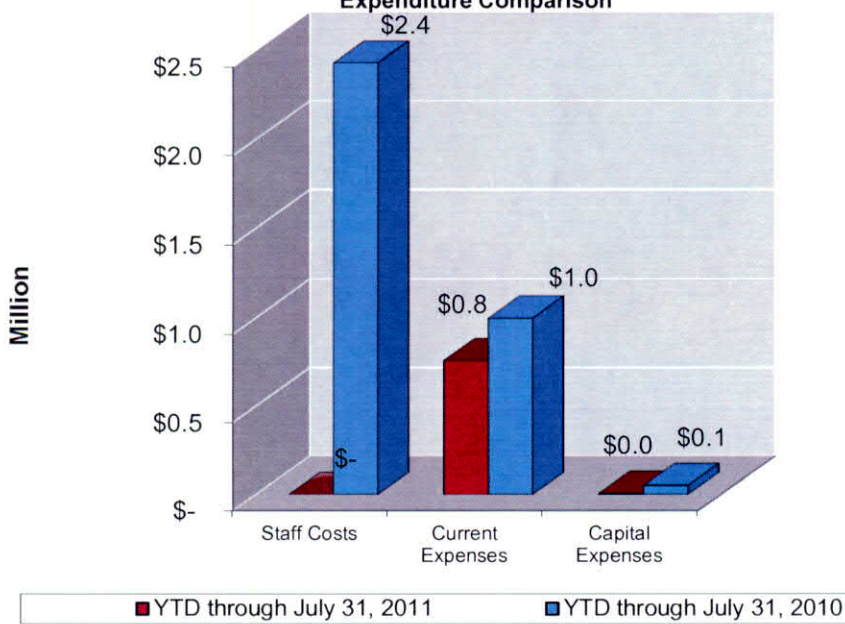
	Month Ending		Increase / (Decrease)	
	July 31, 2011	July 31, 2010	from Prior Year	
	Actual (Year To Date)	Actual (Year To Date)	Amount	%
<b>SOURCES OF FUNDS</b>				
Student Fees	\$ 14,576,741	\$ 13,500,920	\$ 1,075,821	8.0%
Support from State Govt.	1,827,667	1,834,775	(7,108)	-0.4%
Support from Fed. Govt.	4,044	5,217	(1,173)	-22.5%
Sales & Services	12,160	9,135	3,025	33.1%
Transfers (from other funds)	225,305	265,799	(40,494)	-15.2%
Other Sources	3,909	3,747	162	4.3%
Fund Balance Transfers	2,161,865	1,473,034	688,831	46.8%
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$ 18,811,691</b>	<b>\$ 17,092,626</b>	<b>\$ 1,719,065</b>	<b>10.1%</b>
<b>USES OF FUNDS</b>				
<b>Staff Costs</b>				
Executive & Mgt. Staff	\$ 330,826	\$ 359,353	\$ (28,527)	-7.9%
Instructional Staff	370,567	309,984	60,583	19.5%
Other Professional Staff	484,156	422,984	61,172	14.5%
Tech., Clerical & Trade Staff	336,050	295,532	40,518	13.7%
Instructional & Other Temp. Professionals [Adjuncts]	565,695	444,581	121,114	27.2%
Student Employment	16,803	13,969	2,834	20.3%
Benefits	520,234	581,970	(61,736)	-10.6%
<b>Total Staff Costs</b>	<b>\$ 2,624,331</b>	<b>\$ 2,428,372</b>	<b>\$ 195,958</b>	<b>8.1%</b>
<b>Current Expenses</b>				
Travel	\$ 15,817	\$ 43,620	\$ (27,803)	-63.7%
Operating Expenses	109,976	239,801	(129,825)	-54.1%
Rental - Facilities & Equipment	83,196	95,892	(12,696)	-13.2%
Insurance	460,838	470,184	(9,346)	-2.0%
Utilities	2,013	5,206	(3,193)	-61.3%
Contract Services	85,812	137,356	(51,544)	-37.5%
Transfers (to other funds)	-	5,000	(5,000)	-100.0%
Other Expenses	24	(422)	446	-105.7%
Budget Contingency	-	-	-	0.0%
<b>Total Current Expenses</b>	<b>\$ 757,677</b>	<b>\$ 996,636</b>	<b>\$ (238,959)</b>	<b>-24.0%</b>
<b>Capital Expenditures</b>				
Capital Expenditures	\$ 6,334	\$ 50,118	\$ (43,784)	-87.4%
<b>Total Capital Expenditures</b>	<b>\$ 6,334</b>	<b>\$ 50,118</b>	<b>\$ (43,784)</b>	<b>-87.4%</b>
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>\$ 3,388,341</b>	<b>\$ 3,475,127</b>	<b>\$ (86,785)</b>	<b>-2.5%</b>



**EDISON STATE COLLEGE**  
Revenue Comparison by Source of Funds



**EDISON STATE COLLEGE**  
Expenditure Comparison



**MONTHLY FINANCIAL REPORT  
INFORMATION AGENDA  
FINANCIAL REPORT**

**EDISON STATE COLLEGE  
OPERATING BUDGET BY REVENUE AND EXPENSE CATEGORY  
COMPARISON OF CURRENT YEAR ACTUAL TO CURRENT YEAR REVISED BUDGET  
for Fiscal Year Ending June 30, 2012**

Table #2

SOURCES OF FUNDS	Month Ending July 31, 2011		Variance Amount	% of Revised Budget
	Revised Budget	Actual		
	(Total Year)	(Year To Date)		
Student Fees	\$ 36,700,788	\$ 14,576,741	\$ 22,124,047	39.7%
Support from State Govt.	25,076,290	1,827,667	23,248,623	7.3%
Support from Fed. Govt.	68,261	4,044	64,217	5.9%
Gifts, Contributions, Grants & Contracts	267,029	-	267,029	0.0%
Sales & Services	327,297	12,160	315,137	3.7%
Transfers (from other funds)	225,305	225,305	-	100.0%
Other Sources	251,919	3,909	248,010	1.6%
Fund Balance Transfers	2,161,865	2,161,865	-	100.0%
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$ 65,078,754</b>	<b>\$ 18,811,691</b>	<b>\$ 46,267,063</b>	<b>28.9%</b>
<b>USES OF FUNDS</b>				
<b>Staff Costs</b>				
Executive & Mgt. Staff	\$4,388,302	\$ 330,826	\$ 4,057,475	7.5%
Instructional Staff	13,828,703	370,567	13,458,136	2.7%
Other Professional Staff	6,704,991	484,156	6,220,835	7.2%
Tech., Clerical & Trade Staff	4,640,774	336,050	4,304,724	7.2%
Instructional & Other Temp. Professionals [Adjuncts]	7,966,808	565,695	7,401,113	7.1%
Student Employment	388,166	16,803	371,363	4.3%
Benefits	9,143,852	520,234	8,623,618	5.7%
<b>Total Staff Costs</b>	<b>\$ 47,061,595</b>	<b>\$ 2,624,331</b>	<b>\$ 44,437,264</b>	<b>5.6%</b>
<b>Current Expenses</b>				
Travel	\$ 560,470	\$ 15,817	\$ 544,653	2.8%
Operating Expenses	7,091,341	109,976	6,981,365	1.6%
Rental - Facilities & Equipment	655,607	83,196	572,410	12.7%
Insurance	813,240	460,838	352,402	56.7%
Utilities	2,357,333	2,013	2,355,320	0.1%
Contract Services	4,903,194	85,812	4,817,382	1.8%
Other Expenses	60,068	24	60,044	0.0%
Budget Holdback Contingency	714,440	-	714,440	0.0%
Budget Contingency	640,173	-	640,173	0.0%
<b>Total Current Expenses</b>	<b>\$ 17,795,865</b>	<b>\$ 757,677</b>	<b>\$ 17,038,189</b>	<b>4.3%</b>
<b>Capital Expenditures</b>				
Capital Expenditures	\$ 221,293	\$ 6,334	\$ 214,960	2.9%
<b>Total Capital Expenditures</b>	<b>\$ 221,293</b>	<b>\$ 6,334</b>	<b>\$ 214,960</b>	<b>2.9%</b>
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>\$ 65,078,754</b>	<b>\$ 3,388,341</b>	<b>\$ 61,690,412</b>	<b>5.2%</b>

Meeting of the  
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES  
August 23, 2011

**AGENDA ITEM:** 12

**Edison State College Financing Corporation –  
Submission of Federal IRS Application for Recognition of  
Exemption Form 1023 and Federal IRS Return of Organization  
Exempt from Income Tax Form 990**

**RECOMMENDATION:**

**INFORMATION ONLY**

**STAFF ANALYSIS:**

For the fiscal year ending March 31, 2011, in accordance with K-20 Education Code Chapter 1004.70, The Edison State College Financing Corporation, Inc. is required to submit to the Board of Trustees a copy of its Federal IRS Application for Recognition of Exemption Form 1023 and Federal IRS Return of Organization Exempt from Income Tax Form 990.

**DIRECT FISCAL IMPACT:** N/A

Funding Source: n/a Amount: \$ n/a

Attachment

**REQUESTED BY:**   
**Vice President, Financial Services**

**VERIFIED AND APPROVED BY:**   
**Vice President, Financial Services**

**APPROVED FOR AGENDA BY:**   
**District President**



INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: SEP 26 2008

EDISON COLLEGE FINANCING  
CORPORATION  
PO BOX 60210 8099 COLLEGE PKY  
FORT MYERS, FL 33906

Employer Identification Number:  
26-1591757  
DLN:  
17053211311048  
Contact Person:  
DALE T SCHABER ID# 31175  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
March 31  
Public Charity Status:  
509(a)(3)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
November 28, 2007  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

EDISON COLLEGE FINANCING

Sincerely,

A handwritten signature in cursive script that reads "Robert Choi".

Robert Choi  
Director, Exempt Organizations  
Rulings and Agreements

Enclosures: Publication 4221-PC

Letter 947 (DO/CG)



Department of the Treasury  
Internal Revenue Service  
P.O. Box 2508  
Cincinnati, OH 45201

08 AUG 11 AM 9:26  
RECEIVED  
FINANCE & ACCOUNTING

Notice Date: Jul 30, 2008  
Notice Number: CP 5100

Employer Identification Number: 26-1591757  
Tax Form: 1023  
Document Locator Number:  
17053-211-31104-8

For assistance, call: 1-877-829-5500



EDISON COLLEGE FINANCING  
CORPORATION  
PO BOX 60210 8099 COLLEGE PKY  
FORT MYERS, FL 33906

## Acknowledgement Notice

### Information about the Application Process

We received your application for exemption from Federal income tax and your user fee payment.

During the initial review process, applications for exemption are separated into three groups:

1. Those that can be processed immediately based on information submitted,
2. Those that need minor additional information to be resolved, and
3. Those that require additional development.

If your application falls in the first group or second group, you will receive your determination letter stating that you are exempt from Federal income tax or a request for information via phone, fax, or letter. If your application falls within the third group, you will be contacted when your application has been assigned to an Exempt Organizations specialist for technical review. You can expect to be contacted within approximately 60 days from the date of this notice.

IRS does not issue "tax exempt numbers" or "tax exempt certificates" for state or local sales or income taxes. If you need exemption from these taxes, contact your state or local tax offices.

### How to Get Additional Information

General information about the application process and tax-exemption can be found by visiting our website, [www.irs.gov/eo](http://www.irs.gov/eo). If you are unable to locate the information needed, you may call our toll free number shown above Monday through Friday. When communicating with us, please refer to the employer identification number and document locator number shown above.

Sign up for Exempt Organizations' EO Update, a regular e-mail newsletter that highlights new information posted on the Charities pages of [irs.gov](http://irs.gov). To subscribe, go to [www.irs.gov/eo](http://www.irs.gov/eo) and click on "EO Newsletter."



Meeting of the  
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES  
August 23, 2011

AGENDA ITEM: 13

**Edison State College Foundation, Inc. –  
Submission of Federal IRS Application for Recognition of  
Exemption Form 1023 and Federal IRS Return of Organization  
Exempt from Income Tax Form 990**

RECOMMENDATION:

INFORMATION ONLY

STAFF ANALYSIS:

For the fiscal year ending March 31, 2011, in accordance with K-20 Education Code Chapter 1004.70, the College's Direct Support Organizations are required to submit to the Board of Trustees a copy of the Federal IRS Application for Recognition of Exemption Form 1023 and Federal IRS Return of Organization Exempt from Income Tax Form 990.

DIRECT FISCAL IMPACT: N/A

Funding Source: N/A Amount: \$ N/A

Attachment



REQUESTED BY: \_\_\_\_\_  
Vice President, Development

VERIFIED AND APPROVED BY: N/A  
Vice President, Financial Services

APPROVED FOR AGENDA BY: \_\_\_\_\_  
District President



Department of the Treasury  
Internal Revenue Service

P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0248564843  
May 07, 2009 LTR 4168C E0  
59-6173638 000000 00 000  
00017085  
BODC: TE

EDISON STATE COLLEGE FOUNDATION INC  
PO BOX 60210  
FORT MYERS FL 33906-6210



002714

Employer Identification Number: 59-6173638  
Person to Contact: Ms. Osborne  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of Apr. 28, 2009, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in February 1996, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Michele M. Sullivan, Oper. Mgr.  
Accounts Management Operations I





### 1002.33 (7) 19 (d) 1 & 2

- Requires a charter school governing board to appoint a representative to
  - facilitate parental involvement
  - provide access to information
  - assist parents and other with questions and concerns
  - resolve disputes
- The representative must live in the school district where the charter is located
- The representative may be a governing board member, charter school employee, or someone contracted to represent the board
- Each school operated must have a separate individual serving as the representative
- The representative's contact information must be provided annually to the parents in writing and posted prominently on the school's website
- Sponsor may not require the governing board members to reside in the school district the school is located in if the charter school complies with this paragraph
- Each charter school's governing board must hold at least two public meetings per year in the school district
  - Meetings must be publicly noticed, open and accessible to the public, and attendees must have the opportunity to receive information on the school's operations and have the opportunity to provide input
  - The appointed representative and the charter school's principal or director or equivalent must be physically present at the meetings

Prepared by: Matthew Holliday, Director of Governmental Relations  
August 9, 2011

20111546er


610 levels that will be added, as applicable.

611 (b)1. A charter may be renewed provided that a program  
612 review demonstrates that the criteria in paragraph (a) have been  
613 successfully accomplished and that none of the grounds for  
614 nonrenewal established by paragraph (8)(a) has been documented.  
615 In order to facilitate long-term financing for charter school  
616 construction, charter schools operating for a minimum of 3 years  
617 and demonstrating exemplary academic programming and fiscal  
618 management are eligible for a 15-year charter renewal. Such  
619 long-term charter is subject to annual review and may be  
620 terminated during the term of the charter.

621 2. The 15-year charter renewal that may be granted pursuant  
622 to subparagraph 1. shall be granted to a charter school that has  
623 received a school grade of "A" or "B" pursuant to s. 1008.34 in  
624 3 of the past 4 years and is not in a state of financial  
625 emergency or deficit position as defined by this section. Such  
626 long-term charter is subject to annual review and may be  
627 terminated during the term of the charter pursuant to subsection  
628 (8).

629 (c) A charter may be modified during its initial term or  
630 any renewal term upon the recommendation of the sponsor or the  
631 charter school's ~~school~~ governing board and the approval of both  
632 parties to the agreement.

633 (d)1. Each charter school's governing board must appoint a  
634 representative to facilitate parental involvement, provide  
635 access to information, assist parents and others with questions  
636 and concerns, and resolve disputes. The representative must  
637 reside in the school district in which the charter school is  
638 located and may be a governing board member, charter school



20111546er

639 employee, or individual contracted to represent the governing  
640 board. If the governing board oversees multiple charter schools  
641 in the same school district, the governing board must appoint a  
642 separate individual representative for each charter school in  
643 the district. The representative's contact information must be  
644 provided annually in writing to parents and posted prominently  
645 on the charter school's website if a website is maintained by  
646 the school. The sponsor may not require that governing board  
647 members reside in the school district in which the charter  
648 school is located if the charter school complies with this  
649 paragraph.

650 2. Each charter school's governing board must hold at least  
651 two public meetings per school year in the school district. The  
652 meetings must be noticed, open, and accessible to the public,  
653 and attendees must be provided an opportunity to receive  
654 information and provide input regarding the charter school's  
655 operations. The appointed representative and charter school  
656 principal or director, or his or her equivalent, must be  
657 physically present at each meeting.

658 (8) CAUSES FOR NONRENEWAL OR TERMINATION OF CHARTER.—

659 (b) At least 90 days prior to renewing or terminating a  
660 charter, the sponsor shall notify the governing board ~~body~~ of  
661 the school of the proposed action in writing. The notice shall  
662 state in reasonable detail the grounds for the proposed action  
663 and stipulate that the school's governing board ~~body~~ may, within  
664 14 calendar days after receiving the notice, request a ~~an~~  
665 informal hearing. The hearing shall be conducted at the  
666 sponsor's election in accordance with one of the following  
667 procedures:



Meeting of the  
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES  
August 23, 2011

**AGENDA ITEM:** 2

**Edison State College Collegiate High Schools Monthly  
Financial Report**

**RECOMMENDATION:**

**INFORMATION ONLY**

**STAFF ANALYSIS:**

This report is for informational purposes only and requires no action by the Board. It compares the actual sources and uses of funds for the current fiscal period to the budgeted sources and uses of funds for the current fiscal period. It is provided to give the reader an indication of how the Collegiate High Schools are performing in relation to their current budget.

- Table 1 represents the activity for the Collegiate High School - Charlotte Campus.
- Table 2 represents the activity for the Collegiate High School – Lee Campus

These reports summarize the Collegiate High Schools performance, or capacity, in raising, handling and using public funds. These reports allow managers to effectively allocate and use resources and additionally allow others to evaluate the financial operations of the Collegiate Schools.


**DIRECT FISCAL IMPACT:** None

Funding Source: N/A Amount: \$ N/A

Attachment

**REQUESTED BY:**   
Vice President, Financial Services

**VERIFIED AND APPROVED BY:**   
Vice President, Financial Services

**APPROVED FOR AGENDA BY:**   
District President

EDISON STATE COLLEGE COLLEGIATE HIGH SCHOOL  
 CURRENT OPERATING BUDGET  
 FOR THE FISCAL YEAR ENDING JUNE 30, 2012  
 as of July 31, 2011

Table 1  
 CHARLOTTE CAMPUS

SOURCES OF FUNDS	Month Ending July 31, 2011		Variance Amount	% of Revised Budget
	Revised Budget	Actual		
	(Total Year)	(Year To Date)		
State Funding	\$ 1,455,233	\$ -	\$ 1,455,233	0.0%
Federal Funding	\$ 32,225	\$ -	\$ 32,225	0.0%
Grant Funding	27,346	-	27,346	0.0%
Capital Funding	152,816	-	152,816	0.0%
Food Service Sales	44,200	-	44,200	0.0%
Miscellaneous	-	17	(17)	0.0%
Transfers In	7,425	-	7,425	0.0%
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$ 1,719,245</b>	<b>\$ 17</b>	<b>\$ 1,719,228</b>	<b>0.0%</b>

**USES OF FUNDS**

**Staff Costs**

Instruction	\$ 515,678	\$ -	\$ 515,678	0.0%
Instructional Support	53,040	4,507	48,533	8.5%
Administration	230,760	18,301	212,459	7.9%
Tech., Clerical & Trade Staff	3,300	-	3,300	0.0%
Benefits	264,096	5,378	258,718	2.0%
<b>Total Staff Costs</b>	<b>\$ 1,066,874</b>	<b>\$ 28,186</b>	<b>\$ 1,038,688</b>	<b>2.6%</b>

**Current Expenses**

Travel	\$ 26,500	\$ -	\$ 26,500	0.0%
Operating Expenses	128,750	2,566	126,184	2.0%
Rental - Facilities & Eq.	152,816	-	152,816	0.0%
Utilities	80,000	-	80,000	0.0%
Contract Services	108,000	-	108,000	0.0%
Transfers Out	92,425	-	92,425	0.0%
Other Expenses	58,880	-	58,880	0.0%
<b>Total Current Expenses</b>	<b>\$ 647,371</b>	<b>\$ 2,566</b>	<b>\$ 644,805</b>	<b>0.4%</b>

**Capital Expenditures**

Capital Expenditures	\$ 5,000	\$ -	\$ 5,000	0.0%
<b>Total Capital Expenditures</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>0.0%</b>

<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>\$ 1,719,245</b>	<b>\$ 30,752</b>	<b>\$ 1,688,493</b>	<b>1.8%</b>
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EDISON STATE COLLEGE COLLEGIATE HIGH SCHOOL  
 CURRENT OPERATING BUDGET  
 FOR THE FISCAL YEAR ENDING JUNE 30, 2012  
 as of July 31, 2011

Table 2  
 LEE CAMPUS

SOURCES OF FUNDS	Month Ending July 31, 2011		Variance Amount	% of Revised Budget
	Revised Budget (Total Year)	Actual (Year To Date)		
State Funding	\$ 1,161,505	\$ 87,892	\$ 1,073,613	7.6%
Federal Funding	\$ 15,000	\$ 2,351	\$ 12,649	15.7%
Grant Funding	107,425	-	107,425	0.0%
Capital Funding	172,264	-	172,264	0.0%
Food Service Sales	30,000	-	30,000	0.0%
Transfers In	7,425	0	7,425	0.0%
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$ 1,493,619</b>	<b>\$ 90,243</b>	<b>\$ 1,403,376</b>	<b>6.0%</b>

USES OF FUNDS				
<b>Staff Costs</b>				
Instruction	\$ 406,760	\$ -	\$ 406,760	0.0%
Instructional Support	57,500	2,646	54,854	4.6%
Administration	170,387	6,809	163,578	4.0%
Benefits	220,744	504	220,240	0.2%
<b>Total Staff Costs</b>	<b>\$ 855,391</b>	<b>\$ 9,959</b>	<b>\$ 845,432</b>	<b>1.2%</b>

Current Expenses				
Travel	\$ 28,500	\$ 1,400	\$ 27,100	4.9%
Operating Expenses	124,350	211	124,139	0.2%
Rental - Facilities & Eq.	172,264	-	172,264	0.0%
Insurance	8,000	-	8,000	0.0%
Utilities	51,532	-	51,532	0.0%
Contract Services	189,157	-	189,157	0.0%
Transfers Out	7,425	-	7,425	0.0%
Other Expenses	55,000	-	55,000	0.0%
Contingency	2,000	-	2,000	0.0%
<b>Total Current Expenses</b>	<b>\$ 638,228</b>	<b>\$ 1,611</b>	<b>\$ 636,617</b>	<b>0.3%</b>

Capital Expenditures				
Capital Expenditures	\$ -	\$ -	\$ -	0.0%
<b>Total Capital Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>

<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>\$ 1,493,619</b>	<b>\$ 11,570</b>	<b>\$ 1,482,049</b>	<b>0.8%</b>
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Meeting of the  
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES  
August 23, 2011

**AGENDA ITEM:** 3

**Monthly Report on Edison Collegiate High School -- Charlotte**

**RECOMMENDATION:**

**INFORMATION ONLY**

**STAFF ANALYSIS:**

This written report is for informational purposes only and requires no action by the Board. It provides an update on staffing and academics at the beginning of the 2011-2012 school year and a review of the previous year's measurements.

**DIRECT FISCAL IMPACT:** N/A

Funding Source: N/A Amount: \$ N/A

Attachment

**REQUESTED BY:**



Charlotte Campus President

**VERIFIED AND APPROVED BY:**

N/A

Vice President, Financial Services

**APPROVED FOR AGENDA BY:**



District President



# EDISON COLLEGIATE HIGH SCHOOL

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## CHARLOTTE CAMPUS

ECHS – Charlotte is 290 students strong this year with full freshman and sophomore classes and a junior class divided among full-time dual enrollment classes (40), one high school math class and the remaining classes in dual enrollment (25), and full-time high school classes (25). Consequently, classroom space is at a premium; in fact, the four Freshman Success classes are being taught in the high school cafeteria and a HOPE (Health Opportunities through Physical Education) class is being held in the college classroom building.

Student Government Association (SGA) President Nathan Buckley and the other SGA officers Moza Anthony, James Lanza, and Phillip Bodine, all dual enrollment students, welcomed students back on the first day and encouraged a sincere commitment to academic work. The SGA officers invited everyone to an all-school beach barbecue on August 27 at Englewood Beach.

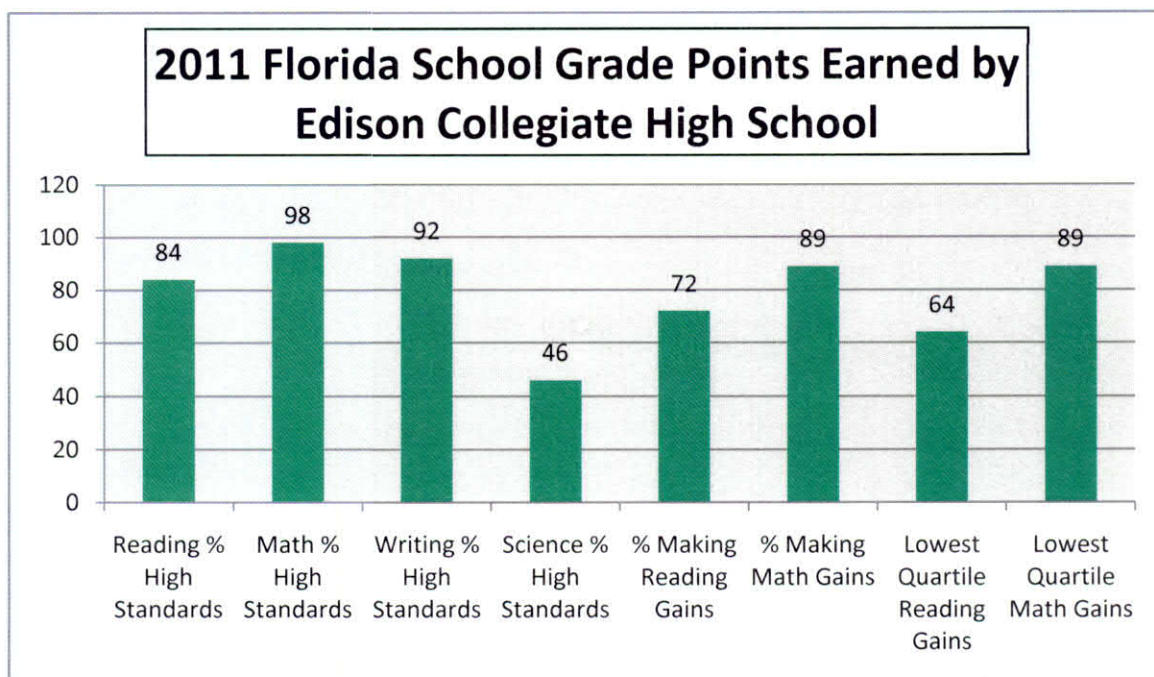
Three teachers have joined the ECHS – Charlotte staff. Bert Cass, who is teaching World History, Sociology, and Critical Thinking and Study Skills, comes with four years of experience at Port Charlotte High School. Kristina Winters, a graduate of Charlotte High School, has an A.A. degree from ECS – Charlotte and earned her B.S. in Mathematics Education from ESC – Lee. In this, her first year of teaching, Ms. Winters is an instructor of Algebra I, Algebra II, and Geometry. Also in his first year of teaching is Kory Dollinger from Walsh University in Ohio. Kory is teaching HOPE and Team Sports.

Among the new courses being offered in the 2011-2012 school year are English III, United States History, Marine Science, Sociology, Law Studies, Critical Thinking, Creative Photography II, and Television Production II. Both TV Production and Web Design (taught online through Florida Virtual School) will enable some of our students to qualify for the Gold Seal scholarship through Florida Bright Futures.

Under the leadership of Dr. Erin Harrel, the faculties of ECHS – Lee and ECHS – Charlotte have had two meetings in which the topics of discussion were the charter school movement, our common curricula, and new evaluation programs. We have made plans for the faculty members to visit and observe classes in October as part of an ongoing joint professional development program.

For the second year in a row ECHS – Charlotte has been named an A school by the Florida Department of Education, earning 634 points. (The lowest number of points for an A is 625.) In fact, Charlotte County Public Schools Psychometrician, Lisa DeGroot, determined that ECHS – Charlotte ranked #13 among 441 high schools in Florida in FCAT performance. In addition, ECHS met 97% of the Annual Yearly Progress criteria.

Points are awarded in the eight areas recorded on the chart below. Please note that the Science FCAT was administered to grade 11 students. Because we had no eleventh graders, the 46 score is the average science score of the 3 Charlotte County high schools.





Meeting of the  
EDISON STATE COLLEGE DISTRICT BOARD OF TRUSTEES  
August 23, 2011

**AGENDA ITEM:** 4

**Monthly Report on Edison Collegiate High School - Lee**

**RECOMMENDATION:**

**INFORMATION ONLY**

**STAFF ANALYSIS:**

This written report is for informational purposes only and requires no action by the Board. It provides an update on staffing and academics for the beginning of the 2011-2012 school year.

**DIRECT FISCAL IMPACT:** N/A

Funding Source: N/A Amount: \$ N/A

Attachment

**REQUESTED BY:** \_\_\_\_\_

*B. B. Gatt*

Principal, ECHS-Lee

**VERIFIED AND APPROVED BY:** \_\_\_\_\_

N/A  
Vice President, Financial Services

**APPROVED FOR AGENDA BY:** \_\_\_\_\_

*[Signature]*  
District President



ECCHS – Lee is completely settled into our beautiful new addition for the first day of class on August 8, 2011. After hosting two successful open houses, one for the freshmen and one for sophomore students, we have formally met our new incoming students and re-connected with last year's class. The first day of school will be all about teaching and learning as student packets have been returned, books and iPads distributed, and student schedule change requests processed. Attending to academics within the first minute of the first day sends the appropriate message that academic rigor is the focus at ECCHS - Lee. Given that both grade levels are filled to capacity with a significant waiting list, this academic priority is making the appropriate favorable impression on the public. All things considered, we are expecting another incredible year of helping Lee County students further their education and pursue their dreams!

Both the freshmen and sophomore teams have developed distinct thematic units to begin the year. The combination of allowing some veteran teachers to loop up and follow the students to the sophomore year while others remain teaching freshmen has provided an excellent balance of new energy and experience. Freshmen will begin their year with a theme of "Measurement" while the sophomore group will focus on "Time". This type of thematic integration helps keep students engaged in schooling as a whole process, not just experiencing un-related topics in some random order. In addition to our continued commitment to use thinking maps to help organize and clarify student ideas, we have developed our own academic vocabulary to help teachers, students, and parents communicate more effectively about the teaching and learning process. Example words include "pre-task" to describe an activity that must be completed before the academic period begins and "murkie" to help students let instructors know that they don't understand a particular topic or idea.

The much anticipated iPad and blended teaching project is officially underway and 100 customized iPad 2 units have been successfully configured and deployed into student's hands. The overwhelming response from students and parents is highly encouraging and participants are eager to help make the new system of accessing information on-line a complete success. Teachers and staff have developed a powerful blend that combines the convenience of on-line course access through a Learning Management System, specifically Canvas, with the traditional benefits of face to face instruction. To help minimize any technical troubles that would prohibit students from learning the desired content, a slow and deliberate release of on-line features is planned. The units are covered through an insurance policy to protect against theft or damage and a required use agreement is signed by both parents and students before the unit is issued. The next integration into this project will be to continue our efforts to maximize the electronic resources of the Edison State College library and to work synergistically with library staff to add appropriate titles.