

Archimedean Academy, Inc.

Board of Directors Meeting
Thursday, July 13th, 2017
Minutes of the Meeting

The meeting of the Board of Directors was cancelled due to the arrival of Hurricane Irma.

Respectfully submitted,



Frank Berrizbeitia
Corporate Secretary
Archimedean Board of Directors

Archimedean Academy, Inc.

Board of Directors Meeting

Thursday, July 20th, 2017

Minutes of the Meeting

A meeting of the Board of Directors was convened by Dr. George Kafkoulis, the corporation's President, in Miami, on Thursday July 20th, 2017. The following Directors were present: Dr. George Kafkoulis; Mr. Jeff Taraboulos; Mr. Chris Korfiatis; Mrs. Catherine Hernandez; Dr. Solange Kouemou and Mr. Frank Berrizbeitia and therefore a quorum was obtained. Also in attendance was the C.E.B.O. Mr. Dimitris Bardoutsos as well as Dr. Chris Christodoulou. Mr. Frank Berrizbeitia acted as secretary to the meeting and kept the minutes.

Agenda:

- Readings of the minutes of the previous meeting June 28, 2017.
- Updated status of the new AMC/AUC building.
- Preliminary discussion Financial Statements EOY 2017
- Pending Budget approval version 1.6
- FTE and Capital outlay calculations and impact on Charter Schools Budget.
- New Business

Discussions and Motions

Meeting called to order at 19:59 hours. The minutes of the previous meeting of June 28, 2017 were read and approved unanimously. The July workshop meeting was not an official Board meeting as MDCPS Charter Schools had not been notified that our board meetings would take place on the second and fourth Thursday of the month.

The Chairman went over certain administrative issues and financial issues regarding the budget and its impact on the Fiscal Year 2017-2018 activities.

The Archimedean Academy income statements were reviewed and C.E.B.O. explained some of the budget recommendations that were implemented based on the Auditors recommendation and accepted accounting practices.

The matter concerning Capital Outlay calculations was again referred to the Charter School Operations at DOE Tallahassee.

The Chairman spoke briefly at the need for an approval to the Budget and an extraordinary Board meeting was convened for July 31, 2017.

Respectfully submitted,



Frank Berrizbeitia

Corporate Secretary
Archimedean Schools

Archimedean Academy, Inc.

Board of Directors Meeting

Thursday, July 31st, 2017

Minutes of the Meeting

A meeting of the Board of Directors was convened by Dr. George Kafkoulis, the corporation's President, in Miami, on July 31st, 2017. The following Directors were present: Dr. George Kafkoulis; Mr. Andres Tremante; Mr. Frank Berrizbeitia and Mr. Jeff Taraboulos and therefore a quorum was obtained. The VP of the Board; Mr. Aleco Haralambides participated via Skype. The following Board members Chris Korfiatis; Dr. Solange Kouemou and Mrs. Catherine Hernandez all excused themselves. Also in attendance was the C.E.B.O. Mr. Dimitri Bardoutsos and Dr. Chris Christodoulou of the AA Audit committee. Mr. Frank Berrizbeitia acted as secretary to the meeting and kept the minutes.

Agenda

- Reading and approval of the minutes of the previous meeting July 20th concerning FY 2017-2018 Budget version 6.
- Update from Chairman on Calendar change.
- Review for approval of three items concerning Student rules.
- Review of the FY2017-2018 Budget Version 9
- Review for approval to adopt the teachers / Administrative staff evaluations as per MDCPS guidelines.
- Resolution to accept three new Bank accounts to cover Pre-K; School Bookstore and Archimedean reserve account.
- New Business

Discussions and Motions

Meeting called to order at 19:50 hours.

The minutes of the previous meeting of July 20th, 2017 were read and approved unanimously.

After the review of the Agenda the Chairman, Dr. Kafkoulis explained that the Board needed to amend the upcoming MDCPS calendar so that Archimedean could take their Spring Break week on March 12-16,2018. The motion was seconded by Dr. Tremante and approved unanimously.

The Board was requested to approve the amendments to the Parent Student handbook regarding three items concerning rules and regulations for students and parents. The amendments were approved unanimously and are attached as an APPENDIX below.

The Chairman provided to the Board the projected Budget for FY 2017 and led the discussion. The Budget highlighted among other items that the projected student population for the 2017-18 year would be Academy 650; Middle 330 and Upper 320 with the corresponding FTE for this population. After the budget review, with several questions addressed, Dr. Kafkoulis moved to approve the proposed budget for Fiscal year 2017-2018 version 9. The motion was seconded by the treasurer Mr. Taraboulos and was approved unanimously by all present.

The next item of business discussed was the need Resolution to accept three new Bank accounts to cover Pre-K; School Bookstore and Archimedean reserve account. The Board voted to authorize these three additional bank accounts, by a four to one vote.

For the record, the Board voted to ratify for our use the current evaluation system utilized by the MDCPS 2017-2018 Charter School system. The Board opted to adopt the Teacher/Administrator Evaluation system as currently in place and elected the District evaluations system of Instructional Performance Evaluation and Growth Systems [IPEGS] pertaining to Teachers, Student Services and Instructional Support. The Board furthermore elected to adopt the School Site Managerial Evaluation Performance System [MEP] as pertaining to the evaluation of the Principal and Assistant Principal.

The next meeting was announced for August 10, 2016 at 7:30pm. There being no further business to discuss, the meeting was adjourned at 22:30 hours.

Respectfully submitted,



Frank Berrizbeitia
Corporate Secretary
Archimedean Board of Directors

APPENDIX:

The undersigned hereby certifies that he is the Corporate Secretary of **Archimedean Academy Inc**, a not-for-profit corporation organized and existing under the laws of the State of Florida and that the following is a true and correct copy of an addendum to the Parent Student handbook approved by the Board at this meeting on July 31st, 2016, at 7:30 PM.

ITEM 1. Collection of balance due for services provided by the school to be settled by the families prior to graduation of 5th grade and 8th grade students, same that applies/established for 12th grade.

Students graduating from 5th and 8th grade in order to participate in all grade graduation activities must be in good academic standing on track for graduation and have no outstanding balance with the school.

A check list prepared by the school Principal should include the following:

Academically Cleared:

(To be prepared and Signed by the Principal for Graduation)

Financial Obligations Met:

- After School Dues Paid Off for all Family Members
- Lunch Dues Paid Off for all Family Members
- Library all Books Returned and Late Fees Paid Off for all Family Members
- Extracurricular & Athletic Fees Paid Off for all Family Members

(Name of Cashier)

Textbooks Accounted For & Returned and or dues paid Off

- Classroom Books Returned and or dues Paid Off.
- Field trip balances Paid Off _____

Signed (School Secretary)

All Required Athletic Equipment & Uniforms Returned :

signed by _____ (Athletic Director)

P.T.S.O. Dues Met:

- Graduation Fees Paid
- Chocolate Money Paid
- Other Dues to PTO Paid

(Signed by School Secretary or PTO President)

Cap, Gown, & Invitation Received:

(Signed by Student)

ITEM 2. **Field Trip Cancellation Reimbursement to Families.**

A Field trip Accounting Procedures policy should be established and in regards to family reimbursement for field trips paid due to cancelation, the ARCHIMEDEAN schools will adopt the MDCPS Field trip accounting Procedures (attached) and in addition the following paragraphs needs to be incorporated:

Cancellation of Field trips and reimbursement procedures:
For field trips sponsored (paid) by the families:

1. Cancellation due to school decision.

- Should the school cancel a field trip for all students, families should be reimbursed via school check for the total amount collected by the family for the purpose of the field trip.

2. Cancellation due to family decision.

- Should a student (family) cancel participation in a planned field trip there will be no reimbursement of funds collected unless a Doctor's note is submitted to the school indicating that the student absence was due to illness.

3. General provisions.

- There will be no reimbursement to families for funds collected in the event that the school has paid the vendor and the vendor does not have a reimbursement policy.

- The school to offset the field trip costs that have been evenly distributed to the students committed to attend will withhold a 25% of the field trip cost collected.
- Should there be a family balance due to the school for any services provided by the school, the School Reserves The Right To Offset the Amount In order to settle an account balance due, families should request in writing (submit a reimbursement Request) stating to which account they would like the field trip reimbursable funds to be transferred.
- For a reimbursement to be processed, it is required that Families submit to accounting department, in writing, a Reimbursement request form and copies front and back of the checks that have cleared through their bank.
- Funds collected and not reimbursed should be accounted for in the Schools' Internal fund.

ITEM 3. **Controlled Open Enrollment for extracurricular activities**

The Archimedean Schools District Board limits the participation in the school offered extracurricular activities to only enrolled students who attend the Archimedean Schools regularly. Students that are not enrolled In the Schools Are Not permitted to participate in our extracurricular activities.

That the Adoption of said regulations are in full force and effect and is to be printed in the Parent Student handbook for the Academic Year 2017-2018.

Dated: Thursday, July 31st, 2017



Frank Berrizbeitia

Corporate Secretary

ARCHIMEDEAN SCHOOLS

Archimedean Academy, Inc.

Board of Directors Resolution

July 31, 2017

The undersign hereby certifies that he is the Acting Recording Secretary of Archimedean Academy Inc., a not-for-profit corporation organized and existing under the laws of the State of Florida and that the following is a true and correct copy of a resolution adopted by the Governing Board of Archimedean Academy Inc. at a meeting held on July 31st, 2017 at our main campus located at 12425 Sunset Drive in Miami, Florida.

RESOLVED by the Governing Board that the Archimedean Academy Schools would adopt the MDCPS 2017-2018 Charter School Teacher/Administrator Evaluation system as currently in place and elects the District evaluations system of Instructional Performance Evaluation and Growth Systems [IPEGS] pertaining to Teachers, Student Services and Instructional Support. The Board furthermore elected to adopt the School Site Managerial Evaluation Performance System [MEP] as pertaining to the evaluation of the Principal and Assistant Principal.

Resolved to advise Charter school operations of MDCPS of its decision to adopt the MDCPS 2017-2018 Charter School Teacher/Administrator Evaluation system for the Archimedean Academy Schools. That the Adoption of said resolution was in all respects legal and that said resolution is in full force and effect and has not been modified or rescinded.

ARCHIMEDEAN ACADEMY INC.



By Mr. Frank Berrizbeitia
Corporate Secretary

Archimedean Academy, Inc.
Board of Directors Meeting
July 31, 2017
Corporate Resolution

Board of Directors Resolution dated July 31, 2017

The undersign hereby certifies that he is the Acting Recording Secretary of **Archimedean Academy Inc**, a not-for-profit corporation organized and existing under the laws of the State of Florida and that the following is a true and correct copy of a resolution adopted by the Governing Board of **Archimedean Academy Inc.** at a meeting held on **July 31, 2017**, at 7:30 PM. RESOLVED by the Governing Board that:

All three schools have requested to adopt the same calendar [**Archimedean Academy, Archimedean Middle Conservatory and Archimedean Upper Conservatory**].

The schools will be having their Spring Break from Monday, March 12th through Friday March 16th, 2018. Students will be in attendance from March 26-29.

The schools will be in session on November 22nd, 2017. Attendance will be taken since this will not be a Teacher Planning Day.

Friday March 30th, 2018 will be designated a Teacher Planning Day for the three schools.

The schools will ensure that they communicate these changes to the parents and address any parental concerns.

The schools will adhere to the district's testing calendar.

This motion was approved unanimously for all three **Archimedean Schools** and the secretary was directed to advise the MDCPS of this resolution.

That the Adoption of said resolution was in all respects legal and that said resolution is in full force and effect and has not been modified or rescinded.

DATED This Monday, **July 31, 2017**

ARCHIMEDEAN ACADEMY INC.



By: Frank Berrizbeitia
Corporate Secretary
Archimedean Board of Directors.

Archimedean Schools

School Calendar

2017-2018

August 2017						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2017						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2017						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2017						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2017						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 2018						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2018						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

March 2018						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31


April 2018						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2018						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June 2018						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July 2018						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

 Teacher Planning Day

 Beg/End of Grading Period

 Recess Day

 Legal Holiday

 First and Last Day of School

 New Teachers Report

ARCHIMEDEAN SCHOOLS CALENDAR - 2017-2018

August 14-18	Teacher planning days; no students in school
August 21	First Day of School; begin first semester
September 4	Labor Day; holiday for students and employees
September 21	Teacher planning day; no students in school
October 2	Teacher planning day; Professional Development Day- not available to opt; no students in school
October 26	End first grading period; first semester
October 27	Teacher planning day; Professional Development Day- not available to opt; no students in school
October 30	Begin second grading period; first semester
November 10	Observation of Veterans' Day' holiday for students and employees
November 23	Thanksgiving; Board-approved holiday for students and employees
November 24	Recess day
December 25-January 5, 2018	Winter recess for students and all employees
January 15	Observance of Dr. Martin Luther King, Jr.'s Birthday; Holiday for students and employee
January 18	End first semester and second grading period
January 19	Teacher Planning day; no students in school
January 22	Begin Second semester; third grading period
February 19	All Presidents' day; holiday for students and employees
March 12- March 16	Spring recess for students and all employees
March 22	End third grading period; second semester
March 23	Teacher planning day; no students in school
March 30	Teacher planning day; no students in school
April 2	Begin fourth grading period; second semester
April 20	Teacher Planning day;
May 28	Observance of Memorial Day; holiday for students and employees
June 7	Last Day of School; end of fourth Grading period; second semester
June 8	Teacher planning day, not available to opt; no student in school

Archimedean Academy, Inc.

Board of Directors Meeting
Thursday, August 10th, 2017

Minutes of the Meeting

A meeting of the Board of Directors was convened by Dr. George Kafkoulis, the corporation's President, in Miami, on Thursday August 10th, 2017. The following Directors were present: Dr. George Kafkoulis; Mr. Frank Berrizbeitia; Mr. Chris Korfiatis; Mrs. Catherine Hernandez; Dr. Solange Kouemou and Mr. Niko Monocandilos and therefore a quorum was obtained. Also in attendance was the C.E.B.O. Mr. Dimitris Bardoutsos as well as Dr. Chris Christodoulou. Mr. Frank Berrizbeitia acted as secretary to the meeting and kept the minutes.

Agenda:

- Readings of the minutes of the previous meeting July 31st,2017.
- Celebratory status of the new AMC/AUC building TCO and TCU.
- Amended FY 2017-2018 Budget approval version 10
- Fund raising issues.
- New Business

Discussions and Motions

Meeting called to order at 19:50 hours. The minutes of the previous meeting of July 31st,2017 were read and approved with some corrections to the Parent Student manual.

The Chairman went over the successful TCO and TCU and how they had to clear certain last minute details. We also went over the Pre-K meeting and the savings which require the Board to review the financial impact to the Budget. The version 10 budget of the Archimedean Academy Inc was reviewed and the AA Audit committee also submitted an opinion. The Board approved the modifications unanimously.

The Chairman gave a brief update on the Audit to be completed and suggested we would have a conference call with Mr. Ken Smith the Chief Auditor. The chairman spoke briefly at the impact of the new school and the planned events to inaugurate the building. It was agreed that we would invite the alumni and friends for AM Saturday, August 26. The festivities for the formal inauguration of the building were postponed for a September date to be defined [9/16]. There being no further business the meeting was adjourned at 10:00 HRS.

Respectfully submitted,



Frank Berrizbeitia –
Corporate Secretary
Archimedean Schools

Archimedean Academy, Inc.

Board of Directors Meeting
Thursday, August 24th, 2017

Minutes of the Meeting

A meeting of the Board of Directors was convened by Dr. George Kafkoulis, the corporation's President, in Miami, on Thursday August 24th, 2017. The following Directors were present: Dr. George Kafkoulis; Mr. Jeff Taraboulos; Frank Berrizbeitia; Mr. Chris Korfiatis; Mrs. Catherine Hernandez; Dr. Solange Kouemou and Mr. Niko Monocandilos and therefore a quorum was obtained. Also in attendance was the C.E.B.O. Mr. Dimitris Bardoutsos as well as Dr. Chris Christodoulou. Mr. Frank Berrizbeitia acted as secretary to the meeting and kept the minutes.

Agenda:

- Readings of the minutes of the previous meeting August 10th, 2017.
- Celebratory visit of the new AMC/AUC building.
- Resolution for Out of field Assignment for an AMC teacher.
- Fund raising issues.
- New Business

Discussions and Motions

Meeting called to order at 19:50 hours. The minutes of the previous meeting of August 10th, 2017 were read and approved unanimously.

The Chairman visited the new AMC /AUC building which opened successfully on August 21, 2017.

The Chairman gave a brief update on the Audit to be completed and recommended that all board members submit their conflict of interest forms. The Chief Auditor will provide the final report next board meeting.

The Board approved an out of field assignment for TEACHER Cassandra Winkle of the AMC. The Chairman spoke briefly of certain issues impacted the opening of the new school building. The Chairman of the Fund raising committee discussed the planned events to inaugurate the building as well as the placement of the Bricks for the brick campaign. It was agreed that we would set the date for the festivities for the formal inauguration of the building were postponed for an October date to be defined [10/7-14]. There being no further business the meeting was adjourned at 10:10 HRS.

Respectfully submitted,



Frank Berrizbeitia
Corporate Secretary
Archimedean Schools

Archimedean Academy, Inc.
Board resolution

The undersigned hereby certifies that he is the Corporate Secretary of Archimedean Academy Inc., a non-profit corporation operating under the laws of the State of Florida and that the following is a true and correct copy of a resolution adopted by the Governing Board of Archimedean Academy Inc. at a meeting held on August 24th, 2017 at 7.30 PM.

RESOLVED by the Governing Board that the following Out of Field Assignments Waivers for the following **ARCHIMEDEAN MIDDLE CONSERVATORY** teacher:

Cassandra Winkle for Gifted programs endorsement

The **Board** approved this waiver and requested that it be noted in the minutes. Furthermore, the Governing Board ratified:

That the Adoption of said resolution was in all respects legal and that said resolution is in full force and effect and has not been modified or rescinded.

DATED This Wednesday, August 24th, 2017

ARCHIMEDEAN ACADEMY INC.



By Mr. Frank Berrizbeitia
Corporate Secretary

Archimedean Academy, Inc.

Board of Directors Meeting
Thursday, September 14th, 2017
Minutes of the Meeting

The meeting of the Board of Directors was cancelled due to the arrival of Hurricane Irma.

Respectfully submitted,



Frank Berrizbeitia
Corporate Secretary
Archimedean Board of Directors

Archimedean Academy, Inc.

Board of Directors Meeting
Thursday, September 28th, 2017

Minutes of the Meeting

A meeting of the Board of Directors was convened by Dr. George Kafkoulis, the corporation's President, in Miami, on Thursday September 28th, 2017. The following Directors were present: Dr. George Kafkoulis; Mr. Jeff Taraboulos; Frank Berrizbeitia; Mr. Chris Korfiatis; Mrs. Catherine Hernandez; Dr. Solange Kouemou and therefore a quorum was obtained. Also in attendance was the C.E.B.O. Mr. Dimitris Bardoutsos. Mr. Frank Berrizbeitia acted as secretary to the meeting and kept the minutes.

Agenda:

- Readings of the minutes of the previous meeting August 24th, 2017.
- visit of the new AMC/AUC building by the Florida Association of Charter Schools.
- Resolution for Change of Calendar due to Hurricane Irma.
- Fund raising issues and Inauguration ceremonies for October 14th .
- New Business

Discussions and Motions

Meeting called to order at 19:50 hours. The minutes of the previous meeting of August 24th, 2017 were read and approved unanimously. There was no meeting on Sept 14th due to Hurricane Irma.

The Chairman advised the Board members that the ARCHIMEDEAN campus would be hosting the Florida Association of Charter Schools led by Nicky L. Brisson sometime in October 2017.

The Chairman gave a brief update on the Calendar and the impact of hurricane Irma and a motion was submitted to the Board recommending adopting of some date changes to cover the lost time. The motion was approved unanimously.

The Chief Auditor submitted the Audited Financial Statements FY 2016-2017 via electronic means.

The Chairman spoke briefly of certain issues that impacted the opening of the new school year and the issue of the School sponsored Field trips. Due to timing, the issue was postponed for discussion at the next October meeting date [10/12]. There being no further business the meeting was adjourned at 10:30 HRS.

Respectfully submitted,



Frank Berrizbeitia
Corporate Secretary
Archimedean Schools

Archimedean Academy, Inc.
Board of Directors Meeting
September 28, 2017
Corporate Resolution

Board of Directors Resolution dated September 28, 2017.

The undersign hereby certifies that he is the Acting Recording Secretary of **Archimedean Academy Inc**, a not-for-profit corporation organized and existing under the laws of the State of Florida and that the following is a true and correct copy of a resolution adopted by the Governing Board of **Archimedean Academy Inc.** at a meeting held on **September 28, 2017** at 7:30 PM. RESOLVED by the Governing Board that:

All three schools have been requested to adopt a modified calendar [**Archimedean Academy, Archimedean Middle Conservatory and Archimedean Upper Conservatory**] to comply with the Federal & State Compliance Office. The schools will be in session on several days currently utilized as Teacher Planning Day or similar.

The Board has therefore adopted a resolution authorizing our Chairman: Dr. George Kafkoulis to change; modify or adjust the school calendar to meet with the requested lost class days. The schools will ensure that they communicate these changes to the parents and address any parental concerns. The schools will adhere to the district's request for transparency and compliance.

This motion was approved unanimously for all three **Archimedean Schools** and the secretary was directed to advise the MDCPS of this resolution. That the Adoption of said resolution was in all respects legal and that said resolution is in full force and effect and has not been modified or rescinded. DATED This Thursday **September 28th, 2017**
ARCHIMEDEAN ACADEMY INC.



By: Frank Berrizbeitia
Corporate Secretary
Archimedean Board of Directors.