



INTERNATIONAL SCHOOL OF EXCELLENCE, INC. DBA "VICTORY CHARTER SCHOOL TAMPA"

BOARD OF DIRECTORS MEETING MINUTES

June 14, 2022– 5:30 PM EST

Zoom Conference Meeting ID: 230 539 6151 /// Password: knightV

The meeting was called to order at 5:31 PM. In attendance are Governing Board members Rob Peters, Nabin Timilsina, Antonio Cejas, Elaine Perez, and Jomarie Martinez. Also in attendance are Management Company members Jazmin Burgos, Alejandro Trujillo, Mark Viera, Tina Childers, and Sergio Marrero; and School Instructional Coach Donna Clark.

**Mission:** "Our mission is to prepare students with the knowledge, skillset, and global perspectives needed to impact their communities as compassionate leaders. Victory Charter School Tampa will provide a nurturing and safe climate that promotes the development of the total child by implementing an innovative, creative, student-centered environment where students are challenged intellectually, artistically, and personally."

[LINK to Documents](#)

Click here for: [Victory Charter School Tampa K-5 Supporting Documents](#)

- I. Call the Meeting to Order and Board President Welcome
  - A. Roll Call to Determine Quorum
- II. Open for Public/Parental Comment
  - A. *NOTE:* Comments can only be made related to agenda items listed on this agenda. Each individual can have up to three minutes.
  - B. To sign up for Public/Parental Comment, please email Ms. Jazmin Burgos, Executive Director of School Operations at [jburgos@naepartners.org](mailto:jburgos@naepartners.org) by 4:00 PM on June 15th.
- III. International School of Excellence d/b/a Victory Charter School Tampa K-5, Inc. Location MISD Location 7811
  - A. ACTION ITEM: Approval of Minutes for Board Meeting of May 18, 2022  
Motion to approve action item "A" made by J. Martinez. Seconded by A. Cejas. Motion carried.
  - B. ACTION ITEM: Approval of Appointment of Mr. Timilsina as a New Board Member  
Motion to approve Mr. Timilsina's appointment to governing board 7811 made by E. Perez. Seconded by A. Cejas. Motion carried.
  - C. ACTION ITEM: *Approval of April 2022 Financial Report*  
Motion to approve the April 2022 Financial Report made by A. Cejas. Seconded by E. Perez. Motion carried.
  - D. ACTION ITEM: *Approval of May 2022 Financial Report*  
Motion to approve the May 2022 Financial Report made by E. Perez. Seconded by J. Martinez. Motion carried.

- E. ACTION ITEM: *Approval of Proposed Board Meeting dates for the 2022-2023 school year*

Motion to approve the proposed board meeting dates made by E. Perez. Seconded by J. Martinez. Motion carried.

- F. ACTION ITEM: *Approval of Employee Handbook Policies for the 2022-2023 School Year*

Motion to approve the employee handbook policies dates made by A. Cejas. Seconded by E. Perez. Motion carried.

- G. ACTION ITEM: *Approval of Final School Calendar 2022-2023 School Year*

Motion to approve the final school calendar made by A. Cejas. Seconded by E. Perez. Motion carried.

- H. ACTION ITEM: *Approval of Final Early Release Schedule 2022-2023 School Year*

Motion to approve the final early release schedule made by E. Perez. Seconded by J. Martinez. Motion carried.

- I. ACTION ITEM: *Approval of School Hours for the 2022-2023 School Year*

Motion to approve the school hours made by J. Martinez. Seconded by E. Perez. Motion carried.

- J. ACTION ITEM: *Approval of Food Service Agreement with Hillsborough County Public School Meal Services*

Motion to approve the Food Service agreement with Hillsborough County Public School Meal Services made by E. Perez. Seconded by N. Timilsina. Motion carried.

- K. ACTION ITEM: *Approval to terminate contract with "Recreation Express" transportation services for the 2022-2023 school year due to low usage versus expense*

Motion to approve the termination of contract with "Recreation Express" made by E. Perez. Seconded by N. Timilsina. Motion carried.

- L. ACTION ITEM: *Approval to Obtain an ESSER III Grant Based Loan from Building Hope in the amount of \$180,000*

Motion to approve the acquisition of the Building Hope loan in the amount of \$180,000 made by J. Martinez. Seconded by A. Cejas. Motion carried.

- M. ACTION ITEM: *Approval to authorize Mr. Alex Trujillo to submit the Capital Outlay Plan for the 2022-2023 by established deadline*

Motion to approve the authorization for Alex Trujillo to submit the Capital Outlay Plan made by A. Cejas. Seconded by N. Timilsina. Motion carried.

- N. ACTION ITEM: *Approval of Employment Contract for Principal Dr. Julio Acevedo to serve as an outsourced principal for the 2022-2023 school year (expense of contract will be divided between 7811 and 7850 per enrollment figures)*

Motion to approve the employment contract for Dr. Julio Acevedo made by J. Martinez. Seconded by N. Timilsina. Motion carried.

- O. ACTION ITEM: *Approval of Employment Agreement for the 2022-2023 School Year*

Motion to approve the 2022-2023 employment agreement made by J. Martinez. Seconded by N. Timilsina. Motion carried.

P. ACTION ITEM: Approval of Salary Schedule for the 2022-2023 School Year

Motion to approve the 2022-2023 salary schedule made by J. Martinez. Seconded by N. Timilsina. Motion carried.

Q. ACTION ITEM: Approval to add Ms. Jazmin Burgos, Executive Director of School Operations to the Chase Bank Account.

Motion to approve the addition of Jazmin Burgos to the Chase Bank Account made by X. Seconded by X. Motion carried.

R. ACTION ITEM: Approval of CARES II Reading Grant for Summer 2022

Motion to approve the CARES II Reading Grant made by J. Martinez. Seconded by E. Perez. Motion carried.

S. ACTION ITEM: Approval of the Immigration Grant for 2022-2023

Motion to approve the Immigration Grant made by N. Timilsina. Seconded by A. Cejas. Motion carried.

#### IV. Victory Charter School Tampa 6-12, Inc. MISD Location 7850

Mission: The mission of the School is to prepare students with the knowledge, skillset, and global perspectives needed to impact their communities as compassionate leaders. Victory Charter School Tampa will provide a nurturing and safe climate that promotes the development of the total child by implementing an innovative, creative, student-centered environment where students are challenged intellectually, artistically, and personally.

[LINK to Documents](#)

Click here for: [Victory Charter School Tampa 6-12 Supporting Documents](#)

Motion for consent agenda made by J. Martinez. Seconded by A. Cejas. Motion carried.

- Action Item A
- Action Item B
- Action Item C
- Action Item D
- Action Item F
- Action Item G
- Action Item H
- Action Item J
- Action Item K
- Action Item L

Motion to approve consent agenda made by A. Cejas. Seconded by J. Martinez. Motion carried.

A. ACTION ITEM: Approval of Minutes for Board Meeting of May 18, 2022

B. ACTION ITEM: Approval of Appointment of Mr. Timilsina as a New Board Member

C. ACTION ITEM: Approval of Proposed Board Meeting dates for the 2022-2023 School Year

D. ACTION ITEM: Approval of Employee Handbook Policies for the 2022-2023 School Year

- E. ACTION ITEM: Approval of Management Contract with National Academic Educational Partners, Inc.

Motion to approve the management contract with National Academic Educational Partners, Inc. made by A. Cejas. Seconded by N. Timilsina. Motion carried.

- F. ACTION ITEM: Approval of Final School Calendar 2022-2023 School Year  
G. ACTION ITEM: Approval of Final Early Release Schedule 2022-2023 School Year  
H. ACTION ITEM: Approval of School Hours for the 2022-2023 School Year  
I. ACTION ITEM: Approval of School Bell Schedule for 6-12 Students

Motion to approve the 2022-2023 school bell schedule made by N. Timilsina. Seconded by A. Cejas. Motion carried.

- J. ACTION ITEM: Approval of Employment Contract for Principal Dr. Julio Acevedo to serve as an outsourced principal for the 2022-2023 school year (expense of contract will be divided between 7811 and 7850 per enrollment figures)  
K. ACTION ITEM: Approval of Food Service Agreement with Hillsborough County Public School Meal Services  
L. ACTION ITEM: Approval to add Ms. Jazmin Burgos, Executive Director of School Operations to the Chase Bank Account.  
M. ACTION ITEM: Approval of Sublease with International School of Excellence d/b/a Victory Charter School K-5, Inc. (amount based on enrollment)

Motion to approve the sublease with International School of Excellence d/b/a Victory Charter School K-5, Inc. made by J. Martinez. Seconded by N. Timilsina. Motion carried.

Motion to consolidate Action Items N through P made by N. Timilsina. Seconded by A. Cejas. Motion carried.

Motion to approve consolidated action items made by N. Timilsina. Seconded by A. Cejas. Motion carried.

- N. ACTION ITEM: Approval to use the IB Academic Honesty Policy Implementation for the 2022-2023 School Year.  
O. ACTION ITEM: Approval to use the IB Access and Inclusion Policy for the 2022-2023 School Year.  
P. ACTION ITEM: Approval to use the IB Language Policy for the 2022-2023 School Year.  
Q. ACTION ITEM: Approval of Employment Agreement for the 2022-2023 School Year

Motion to approve the 2022-2023 employment agreement by N. Timilsina. Seconded by A. Cejas. Motion carried.

- R. ACTION ITEM: Approval of Salary Schedule for the 2022-2023 School Year

Motion to approve the 2022-2023 salary schedule made by N. Timilsina. Seconded by J. Martinez. Motion carried.

V. Principal/School/Management Board Report

A. Enrollment Status

21 new enrollments have been completed in the last two days.

B. Staffing

Dr. Acevedo was in Puerto Rico hosting a hiring event in which multiple bilingual staff members were hired.

C. Looking Ahead

- D. Activities/Athletics
- E. Senior Graduation Information
- F. Summer School Program

- I. Old Business
- II. New Business
- III. Board Member Comments

Motion made to adjourn the meeting by N. Timilsina. Motion seconded by J. Martinez. Motion carries.  
Meeting adjourned at 6:59 PM EST.