



### *Vision*

Empowering students to explore global learning opportunities to promote and enrich their communities and the communities we serve.

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### *Purpose*

Somerset Academy, Inc. promotes a transformational culture that maximizes student achievement and the development of accountable, global learners in a safe and enriching environment that fosters high-quality education.

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## **Meeting of the Board of Directors August 12, 2025**

### **Board of Directors**

Todd German (Board Chair / Treasurer) *(Present)*  
Ana Mendez (Vice-Chair / Secretary) *(Present)*  
David Concepcion  
Brian Matthew Cox  
Taylor Smith *(Present)*

### **Non-Voting Officers**

Bernie Montero, President *(Present)*  
Suzette Ruiz, Vice-President *(Present)*

### **Board Counsel**

Charles Gibson, Esq. *(Present)*  
Eleni Noble Zarbalas, Esq. *(Absent)*

*In an effort to allow greater public participation and to best accommodate stakeholders, this meeting was held via communications media technology with physical access sites at each of the individual school campuses throughout Dade, Broward, Palm Beach, St. Lucie, Duval and Monroe Counties.*

### **Minutes**

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#### **1. Opening Exercises**

- a. Called to Order at 11:00am
- b. Establish a Quorum
- c. Special welcome to members of the public joining us today

2. **Public Comment** (*None*)

3. **Consent Agenda** (*All items listed with letter designations are considered routine and were enacted by one motion.*)

- a. **APPROVED:** The Board approved the Minutes from the July 15, 2025 Board of Directors Meeting.
- b. **APPROVED:** The Board approved to Ratify Resolutions by the Board Chair:
  - i. Approved the Somerset Academy SoHo Elementary 2nd Floor Admin Building Project for an amount not to exceed \$200,000.
  - ii. Approved the 2024-2025 Quarter 4 Referendum Report and the Updated Referendum Plans for the schools located in Palm Beach County.
  - iii. Approved the Revised Individual Charter School Title 1 Budget Appropriation Details Forms for the 2024-2025 school year for the Title 1 distinguished schools, as necessary.
  - iv. Approved the Individual Charter School Title I Budgets / Appropriation Details Forms for the 2025-2026 school year for the Title 1 distinguished schools; further approving necessary revisions and authorizing the Vice-Chair authority and direction to review and make necessary changes and execute for submission throughout the school year.
  - v. Approved the Parent/Student Handbooks for the 2025-2026 School Year contingent upon all schools following provided guidelines and ensuring all material contained is current and has been verified by the School Principal.
  - vi. Approved the 2025-2026 Referendum Reports for the schools located in Palm Beach County; further approving to authorize the Principals to approve and submit their individual plans for Q1-Q4 as necessary.
- c. **APPROVED:** The Board approved the Board Resolutions: Out of Field and/or ESOL Waiver Assignments for the 2023-2024 school year; further authorizing the Board Chair and/or Vice-Chair authority to review and make necessary changes and execute for submission (including any necessary additions).
- d. **APPROVED:** The Board approved the Individual Charter School Title I Budgets / Appropriation Details Forms for the 2025-2026 school year for the Title 1 distinguished schools; further authorizing the Board Chair and/or Vice-Chair authority and direction to review and make necessary changes and execute for submission (including any necessary revisions).
- e. **APPROVED:** The Board approved to submit the Teacher Salary Increase Allocation Plans.
- f. **APPROVED:** The Board approved to authorize the Board Chair to approve to submit the Financial Statements and Independent Auditors' Reports for the period ending June 30, 2025.
- g. **APPROVED:** The Board approved to receive & file the Financial Statements for the quarter ending June 30, 2025.
- h. **APPROVED:** The Board approved to Ratify the Mental Health Plans, as submitted by the schools by the required due dates.
- i. **APPROVED:** The Board approved the School Improvement Plans, as necessary.
- j. Pulled for Discussion: Ratification of the ADP Zero Tolerance Policy: Drug-Free Workplace.

- k. **APPROVED:** The Board approved the Lease Amendment between Princeton Church of the Nazarene, Inc. and Somerset Academy, Inc. (for Somerset Academy Princeton).
  - i. Expands use to include a nearby house that will be used as office space.
- l. **APPROVED:** The Board approved to Ratify the Safety & Security Policies & Procedures.

*Item J (ADP Zero Tolerance Policy: Drug-Free Workplace) pulled by Board Chair German for discussion  
Motion to approve the consent agenda (minus item 3) by Ana Mendez; second by Taylor Smith; motion passed unanimously*

**APPROVED:** The Board approved the ADP Zero Tolerance Policy: Drug-Free Workplace, further authorizing the Board Chair to make revisions with ADP if necessary.  
*Motion to approve by Ana Mendez; second by Taylor Smith; motion passed unanimously*

#### 4. Action & Discussion Items

- a. Comments by the Board Chair (*Todd German*)
  - i. Waki discusses the “Yondr” phone pouch that the school has purchased to help with the new state cell phone mandate; approx. \$30 per pouch; will update how it works after school opens.
  - ii. Adri discusses crisis procedures and will send a reminder email of who to call and when.
  - iii. Board Chair discusses Inc. owned rent rates and trying to make them more unified.
- b. Executive Report by the President & Vice-President (*Bernie Montero & Suzette Ruiz*)
  - i. Great opening for all new schools!!
- c. Tabled: ESP Report
  - i. Legislative & Facilities
  - ii. Colegia
- d. Financial Report
- e. **APPROVED:** The Board approved the Lease Agreement between School Development Avenir, LLC. And Somerset Academy, Inc.
  - i. Reviewed by Board Counsel, Charles Gibson*Motion to approve by Ana Mendez; second by Taylor Smith; motion passed unanimously*

#### 5. Other Items by Board Members, Staff, or ESP

- a. Discussed Somerset City Arts facility lease
  - i. **APPROVED:** The Board approved a one-year lease (terminating June 30, 2026) between Somerset Academy, Inc. for Somerset City Arts & Somerset Academy Foundation at the same rate the school was currently paying.  
*Motion to approve by Ana Mendez; second by Taylor Smith; motion passed unanimously*

#### 6. Announcements & Notifications

- a. Next Board Meeting: September 16<sup>th</sup> (in person/site TBD)

#### 7. Adjourned Meeting at 11:35am

\*The minutes were adopted by the Board of Directors at a meeting held on September 16, 2025.