



**Minutes for the Board of Directors for Emma Jewel Charter School Incorporated  
DBA Emma Jewel Charter Academy**

**September 22, 2025**

**5:30 p.m.**

**705 Blake Avenue**

**Cocoa FL 32922**

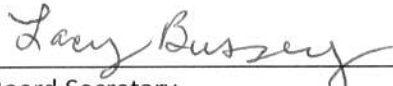
**Community Center**

1. Call to Order- Alton Edmond called the meeting to order at 5:30 p.m.
2. Pledge of Allegiance/School Pledge- Led by the candidates of the school SGA.
3. Roll Call- Ms. Lacy Bussey the board Secretary conducted roll call. Present at the meeting were Ross Whitley, Alton Edmond, Lacy Bussey and Alexis White. Absent were Mr. Phillip Holder, Erik Jones, and Reginald Jones.
4. Opening Statement- Ms. Bussey read the opening address that outlined how the board would conduct business.
5. Public input- There was no public input.
6. Public Notice- Mr. Edmond asked Mr. Cole how the meeting noticed to meet the standard of public notice. Mr. Cole reported that the meeting was noticed in the school app, electronic board, as well as the school website.
7. Approval of Board Meeting Minutes from July,28 2025 \* There was one correction to be made on the minutes pointed out by Mr. Whitely. He noted that the agenda items number 10 & 11 were the same in the body. Mr. Cole and Ms. Bussey agreed to go back and fix the agenda item number 11. Ms. Lacy Bussey made a motion to approve the minutes Mrs. Alexis White seconded the motion. All in favor signified by saying, I. The motion carried unanimously. The motion held a 4-0 vote.
8. Year End Audit 2024-2025\* Rich, one of the auditors, presented the findings of the 2024–2025 year-end audit. He reviewed several pages of findings and confirmed that Emma Jewel Charter, Inc. was in good standing. Mr. Ross Whitley made a motion to approve the year-end audit, and Ms. Lacy Bussey seconded the motion. The motion passed with a 4–0 vote.
9. School Improvement Plan- Mrs. Woods provided an update regarding the School Improvement Plan. Mr. Cole noted that the plan had already been approved by the Board; however, Mrs. Woods highlighted key points and shared where the plan could be accessed. She stated that the School Improvement Plan is available on the school’s website and explained that the primary focus for the current school year is supporting students with disabilities. Mr. Schroeter informed the Board that students with disabilities typically begin the school year at proficiency levels ranging between 6% and 12%. By the end of the year, however, they generally demonstrate gains up to approximately 31%. He further explained the point system, noting that scholars already at proficiency levels do not count toward ESE testing measures. They also discussed the science goal and the changes being made in the intermediate grades in order to improve scores in reading and mathematics. These grades will move toward departmentalization to assist with teachers being able to focus on one subject as opposed to a traditional self-contained elementary classroom.
10. Teacher Out of Field (Core Subject)\*– Ms. Woods informed the Board that there was one teacher identified as out-of-field in a core subject, Mr. Robert Willis. Mr. Cole clarified that while Mr. Willis is not currently out-of-field, he may become so in a particular subject depending on scheduling changes in the coming days,



which could require reassignment. Mr. Ross Whitley made a motion to approve Mr. Robert Willis to teach out-of-field, if necessary. Ms. Alexis White seconded the motion. The motion passed unanimously with a 4–0 vote.

11. Teacher Out of Field (ESOL)\*- Ms. Woods reported that there are currently 17 scholars enrolled who are English language learners. Due to this, several teachers may require an ESOL endorsement in order to better serve these students. The educators identified are Ashina Rankin, Gary Ross, Brittany Bronson, Emily Molina, Karen Morgan, and Melissa Thomas. Mr. Ross Whitley made a motion to approve these teachers to teach out-of-field for ESOL. Ms. Lacy Bussey seconded the motion. The motion passed unanimously with a 4–0 vote.
12. Collaborative Therapies\*- Mr. Cole reminded the Board that in July, upon his request, the Board approved the renewal of the Collaborative Therapy contract for the 2024–2025 school year. As part of the agreement, Collaborative Therapy was expected to provide both occupational and physical therapy services to scholars in need. However, the company has faced challenges in securing additional therapists, resulting in 12 scholars not currently receiving occupational therapy services. Mr. Cole reported that he has met with another company that indicated they could provide occupational and physical therapy for the scholars. He stated that if the new company is able to meet these needs, he would consider terminating the occupational and/or physical therapy portion of the contract with Collaborative Therapy. He also noted that speech and language services are still being provided through Collaborative Therapy, and he does not want to terminate that portion of the contract until it is confirmed that the new company can cover those services. Mr. Cole requested approval from the Board to consult with the school's attorney, Sean Arnold, to determine whether to terminate part or all of the current agreement with Collaborative Therapy and move forward with another provider, at his discretion. Ms. Lacy Bussey made a motion to authorize Mr. Cole to collaborate with attorney Sean Arnold to determine whether to terminate the agreement partially or fully with Collaborative Therapy and proceed with a new company as appropriate. Mr. Ross Whitley seconded the motion. The motion passed unanimously with a 4–0 vote.
13. Board Member Disclosure Forms- Mr. Cole explained the Board Disclosure Form, which all Board members are required to complete. The form confirms that no Board member has any business or financial interest with Emma Jewel Charter, Inc., and that no Board member has ever been convicted of a felony.
14. Introduction of New Student Government Officers - The SGA officers introduced themselves to the Board. The officers present were SGA Secretary Chloe Thompson, SGA President Carter Davis, SGA Vice President Hope Rainey, and SGA Treasurer Elijah Hickson.
15. Adjourn: Meeting was adjourned at 6:30 PM

  
Board Secretary

10/27/25  
Date