

**TEAM SUCCESS A SCHOOL OF EXCELLENCE, INC. & TEAM SUCCESS A SCHOOL OF EXCELLENCE OF  
LEE COUNTY, INC.**

**BOARD OF DIRECTORS MINUTES**

**LOCATION: 202 13<sup>TH</sup> AVE E BRADENTON FLORIDA 34208**

**January 21, 2026**

*According to Sunshine Law meetings do not need to be verbatim transcripts of the meeting. These minutes are a summary of the events of the meeting.*

<b>Date:</b> 01/21/2026	<b>Start:</b> 12:00 PM	<b>End:</b> 1PM	<b>Next Meeting:</b> TBD	<b>Next time:</b> 12:00 pm	<b>Prepared by:</b> P. Spence
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<b>Meeting Location: Team Success a School of Excellence, 202 13<sup>th</sup> Ave E Bradenton, Florida, 34208</b>	
<b>Attended by:</b> <b>BOARD MEMBERS:</b> Douglas Colkitt, President- Present JC Sims, Member- Absent Edward Viltz, Member- Absent Vincent Foderingham, Member- Present Roderick Walton, Member- Present	<b>OTHER ATTENDEES:</b> Fredrick Spence, Founder- Present Patrick Spence, CEO – Present Nicole Howe, Head of School- Present Elias Cadena, CFO – Present

**I. CALL TO ORDER:** Pursuant to Public notice, the meeting commenced at 12:00 PM, with a Call to Order by Dr. Douglas Colkitt, seconded by Mr. Walton. Roll call was taken, and quorum was established, 3-0.

**II. Old Business:**

- Approval of Minutes from October 22<sup>nd</sup>, 2025

**MOTION:** *Motion was made by Dr. Colkitt to approve the minutes from October 22<sup>nd</sup>, 2025, and it was seconded by Mr. Walton. Motion was approved unanimously.*

**III. Public Comments:** NONE

**IV. New Business:**

*A. Vote on Management Agreement-4<sup>th</sup> Amendment between Team Success- A School of Excellence, Inc. and Spence Management Group (SMG)*

Problem

- Transportation costs spiked due to a serious accident (not at fault but resulted in a fatality), and insurance company dropped coverage.
- New coverage was significantly higher for a private entity (SMG) because it lacks the sovereign immunity / statutory caps available to charter/public schools.
- Current costs discussed: Coverage for the year was cited around \$700,000, compared to roughly \$300,000 if covered under the school/public protections.

### Proposed Solution

Amend the management agreement so that

- The management agreement between Team Success and SMG will reflect the changes to the transportation operation.
- Operation costs (including drivers) are offset against SMG's management fee.
- Bus drivers will become Team Success employees.
- Bus ownership transfers to Team Success. Vehicles titles will be reissued to Team Success.

#### *Additional risk items noted:*

- Workers' comp payroll exposure shifts when drivers move to Team Success (potential audit impacts).
- Even if SMG no longer owns buses/drivers, SMHG may still need garage-keeping/maintenance liability if SMG mechanics maintain the buses. Negligent maintenance could create uncapped exposure for SMG.
- Recommendation to consider whether mechanics should also move under the school to reduce SMG liability exposure.

#### Action items:

- Finalize amendment language, continue reviewing insurance structure (umbrella/excess needs, maintenance liability).

***MOTION: Motion was made by Dr. Colkitt to approve the 4<sup>th</sup> Amendment to the Management Agreement between Team Success – A School of Excellence, Inc., and Spence Management Group, LLC, and it was seconded by Mr. Foderingham. Motion was approved unanimously.***

*B. Vote on Bill of Sale from Spence Management Group, LLC to Team Success – A School of Excellence, Inc., transferring school buses*

- Team Success will own the entire fleet of buses.
- Buses will be transferred for a nominal value of \$1 to avoid tax complications and costs are being offset via fee deductions.

#### Action items:

- Execute bill of sale/signatures

***MOTION: Motion was made by Dr. Colkitt to approve the Bill of Sale and transfer the buses to Team Success, and it was seconded by Mr. Foderingham. Motion was approved unanimously.***

*C. Vote on Reimbursement Resolution by Team Success A School of Excellence of Lee County, Inc.*

### Purpose

- Adopt a reimbursement resolution so current/pre-bond capital expenditures (Fort Myers project) can later be reimbursed through the upcoming bond proceeds.

- New organizational plan is one parent organization (Team Success) with schools as subsidiaries; this structure also helps with accreditation and capital planning.

#### Fort Myers expansion

- Lee County is charter-friendly; district requested Team Success consider opening an additional K-8 in another underserved area (Lehigh Acres). Property negotiations underway.

#### Bond timing discussed

- Targeting bond close April/May, with construction starting late spring/early summer; initial Fort Myers school planned for ~500 students (K-8).

***MOTION: Motion was made by Dr. Colkitt to approve the Approval of Reimbursement Resolution by Team Success A School of Excellence of Lee County, Inc., and it was seconded by Mr. Foderingham. Motion was approved unanimously.***

#### *D. Proposed New School start times for Middle and High School*

- For the 2026-2027 school year, new start time for Middle School: 8 am and High School not before 8:30 am.
- School considering requesting an exemption – Bill SB 296.
- Survey sent to Parent to collect their feedback. Responses due February 1, 2026.

#### Plan

- Hold a public workshop in February with Board participation.
- Possible concerns: Childcare/work schedules for parents, student jobs, after-school activities, daylight/winter practice issues.
- Board will review survey and community feedback and make a vote on start times by May 1, 2026.
- Arnold law will submit exemption form to FLDOE if applicable.

#### *E. Board Officers positions for both Team Success A School of Excellence, Inc. and Team Success A School of Excellence of Lee County, Inc.*

- Counsel recommended adding additional officers to the Governing Board (Best Practice governance).
- At least two board positions are needed.
- Beloved long-term board member Mr. J.C. Sims passed away.
- Mr. Ed Viltz will resign from the Board by the end of this school year.
- Bios to be collected and shared ahead of next meeting.
- Strong interest in adding Fort Myers representation on the board – minimum one member.
- Potential candidate – Retired educator from Fort Myers.
- Fort Myers visitors scheduled February 5 – possible lunch/meet & greet.

#### *F. Out-of-Teachers*

- Team Success employs teachers who are considered “out-of-field” meaning that they are certified but teach a subject that is not on their certificate and/or lacking ESOL and Reading endorsements. (See handout for list of teachers).
- Long-term sub and substitute teachers will also be placed on the out-of-field list as well.

***MOTION: Motion was made by Dr. Colkitt to approve Out-Of-Field List, and it was seconded by Mr. Foderingham. Motion was approved unanimously.***

#### *G. New Bank account OZK for Food Services*

- Team Success asked the Board to approve the opening of a new bank account for food services for staff only.
- Allows to separate accounts – school and staff. This was recommended by the auditors/accountant.
- Staff will be able to buy meals at cost, breakfast and lunch.

***MOTION: Motion was made by Dr. Colkitt to approve the Opening of a new OZK Bank account for staff food services, and it was seconded by Mr. Foderingham. Motion was approved unanimously.***

#### *H. Manatee County Charter Schools Consortium Dues*

- Team Success is a non-voting member of the consortium.
- The dues are \$900 – payable by March 13, 2026.
- 2026-2027 dues will be calculated based on survey 2 data (October 2026) and payable by November 2026.

***MOTION: Motion was made by Dr. Colkitt to approve the payment of the Consortium, and it was seconded by Mr. Walton. Motion was approved unanimously.***

#### *I. Memorial for J.C.*

- Mr. J.C. Sims passed away on Saturday, January 10, 2026.
- Board discussed creating a memorial (plaque, facility naming, scholarship, or annual award)
- Idea suggested – annual award tied to military service as J.C. was a Purple Heart recipient.
- Board will discuss the options at the next meeting.

**V. Meeting Adjournment:** Motion was made by Dr. Colkitt to adjourn the January 21<sup>st</sup>, 2026, meeting. It was seconded by Mr. Foderingham, Team Success a School of Excellence, Inc. & Team Success- A School of Excellence of Lee County, Inc. Motion was approved, 3-0. The meeting was adjourned. Next meeting: TBD.

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The undersigned hereby certifies that he is a Director and/or Officer of Team Success- A School of Excellence, Inc. and Team Success – A School of Excellence of Lee County, Inc, not-for-profit corporations organized and existing under the laws of the State of Florida, and that the above is a true and correct copy of the meeting minutes of the Board of Directors of said corporations and the individual charter schools sponsored by the said corporations.

TEAM SUCCESS A SCHOOL OF EXCELLENCE, INC. & TEAM SUCCESS A SCHOOL OF EXCELLENCE OF LEE COUNTY,  
INC.  
Florida not-for-profit corporations

By: \_\_\_\_\_  
**Approved By:**

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**Date:**