

ARTICLES OF INCORPORATION

**ARTICLES OF INCORPORATION OF THE SOMERSET
NEIGHBORHOOD SCHOOL, INC.**

THE UNDERSIGNED, as incorporator and on behalf of a non-for-profit, non-stock corporation under the laws of the State of Florida, hereby adopts the following Articles of Incorporation:

ARTICLE I

NAME

Section 1.1. The name of the Corporation is The Somerset Neighborhood School, Inc.

ARTICLE II

DURATION

Section 2.1. The Corporation shall have perpetual existence unless dissolved pursuant to law.

ARTICLE III

NON-STOCK CORPORATION

Section 3.1. The Corporation shall be organized on a non-stock basis under the Florida Not-for-Profit Corporation Act and may issue no Certificates of Membership.

ARTICLE IV

PURPOSE

Section 4.1. The purposes for which the Corporation is organized is for transacting any and all lawful business for which corporations may be incorporated under the Florida Not-for-Profit Corporation Act and to distribute the whole or any part of the income therefrom and the principal thereof exclusively for charitable, religious, scientific, literary, or educational purposes, either

directly or by contributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code and Regulations issued pursuant thereto, as they now exist or as they may hereafter be amended.

Section 4.2 The Corporation shall have the power, either directly or indirectly, either alone or in conjunction or cooperation with others, to do any and all lawful acts and things and to engage in any and all lawful activities which may be necessary, useful, suitable, desirable, or proper for the furtherance, accomplishment, fostering, or attainment of any or all of the purposes for which a Corporation is organized, and to aid or assist other organizations whose activities are such as to further accomplish, foster, or attain any of such purposes. Notwithstanding anything herein to the contrary, the Corporation shall exercise only such powers as are in furtherance of the exempt purposes of organizations set forth in Section 501(c)(3) of the Internal Revenue Code of 1986 and the regulations thereunder as the same now exist or as they may be hereinafter amended from time to time.

Section 4.3. No part of the net earnings of the Corporation shall inure to the benefit of, or be distributable to, any Director or Officer of the Corporation or any other private individual (except that reasonable compensation may be paid for services rendered to or for the Corporation affecting one or more of its purposes); and no Director or Officer of the Corporation, or any private individual, shall be entitled to share in the distribution of any of the corporate assets on dissolution of the Corporation.

Section 4.4. No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate or intervene in (including the publication or distribution of statements) any political campaign on behalf of any candidate for public office.

Section 4.5. The Corporation shall distribute its income for each taxable year at such time and in such manner as not to become subject to tax on undistributed income imposed by Section 4942 of the Internal Revenue Code of 1986, or corresponding provisions of any subsequent federal tax laws.

Section 4.6. The Corporation shall not engage in any act of self-dealing as defined in Section 4941(a) of the Internal Revenue Code of 1986, or corresponding provisions of any subsequent federal tax laws.

Section 4.7. The Corporation shall not retain any excess business holdings as defined in Section 4943(c) of the Internal Revenue Code of 1986, or corresponding provisions of any subsequent federal tax laws.

Section 4.8. The Corporation shall not make any investments in such manner as to subject it to tax under Section 4944 of the Internal Revenue Code of 1986, or corresponding provisions of any subsequent federal tax laws.

Section 4.9. The Corporation shall not make any taxable expenditure as defined in Section 4945(d) of the Internal Revenue Code of 1986, or corresponding provisions of any subsequent federal tax laws.

Section 4.10. Notwithstanding any other provisions of these Articles of Incorporation, the Corporation shall not conduct or carry on any activities not permitted to be conducted or carried on by an organization exempt from taxation under Section 501(c)(3) of the Internal Revenue Code and Regulations issued pursuant thereto as they now exist or as they may hereafter be amended, or by an organization contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code and said Regulations as they now exist or as they may hereafter be amended.

Section 4.11 Upon the dissolution of the Corporation, the Board of Directors shall, after paying, or making provision for the payment of, all of the liabilities of the Corporation, dispose of all of the assets of the Corporation, exclusively for the purposes of the Corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious or scientific purposes, as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provisions of any future United States Revenue Law), as the Board of Directors shall determine. Any of such assets not so disposed of shall be disposed of by the court having proper jurisdiction in the county where the principal office of the Corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE V

MEMBERS

Section 5.1. This Corporation shall have a membership consisting of the Board of Directors of the Corporation serving from time to time.

ARTICLE VI

DIRECTORS

Section 6.1. The affairs of the Corporation shall be governed by a Board of Directors (hereinafter referred to as the "Board"), subject to the restriction that, except as specifically set forth to the contrary in the Bylaws, the exercise of any powers or actions of the Board shall require the approval thereof by a majority vote of the Board present at a meeting at which a quorum of no less than two (2) Directors are present. The affirmative vote of any two (2) Directors shall be necessary for all corporate action requiring a vote of the Board, including, but not limited to the following:

6.1.1. Approval of charitable gifts, transfers, distributions and grants by the Corporation to other entities.

6.1.2. Adoption of an amendment to the Articles of Incorporation or the Bylaws.

6.1.3. Organization of a subsidiary or affiliate by the Corporation

6.1.4. Approval of any merger, consolidation or sale or other transfer of all or a substantial part of the Corporation.

Section 6.2. The initial Board of Directors shall consist of the following members elected in accordance with this Section 6.2 and the Bylaws:

Section 6.3. The term of office of an elected Director shall be one (1) year and shall expire, regardless of whether or not a successor shall have been duly elected and qualified. The terms of elected Directors shall be staggered so that no elected Director's term expires less than four (4) months before the expiration of the next elected Director.

ARTICLE VII

ADDRESS

Section 7.1. The street address of the principal office of this corporation in the State of Florida is:
6262 Bird Road, Suite 31
Miami, FL 33155

The Board may, from time to time, move its principal office in the State of Florida to another place in this state.

ARTICLE VIII
REGISTERED AGENT AND REGISTERED OFFICE

Section 8.1. The registered agent and registered office of the Corporation shall be:

Name	Address
IGNACIO ZULUETA	6262 BIRD ROAD, SUITE 3 I MIAMI, FL 33155

ARTICLE IX
AMENDMENT

Section 9.1. These Articles of Incorporation may be amended in the manner and with the vote provided by law.

ARTICLE X
BYLAWS

Section 10.1. The Board of Directors of this Corporation shall adopt Bylaws for the government of this Corporation which shall be subordinate only to the Articles of Incorporation and the laws of the United States and the State of Florida. The Bylaws may be amended from time to time by the Board of Directors.

ARTICLE XI
INCORPORATOR

Section 11.1. The name and address of the Incorporator of this Corporation are as follows:

Name Address

IGNACIO ZULUETA

6262 BIRD ROAD, SUITE 110
MIAMI, FL 33155

IN WITNESS WHEREOF, the undersigned Incorporator has executed these Articles of Incorporation this 2 day of MAY 1997.

INCORPORATOR

Ignacio Zulueta
IGNACIO ZULUETA

CERTIFICATE DESIGNATING PLACE OF BUSINESS OR
DOMICILE FOR THE SERVICE OF PROCESS WITHIN THIS STATE,
NAMING AGENT UPON WHOM PROCESS MAY BE SERVED

In pursuance of Section 48091 and Section 6010501(3), Florida Statutes, the following is
submitted in compliance with said Sections:

The Somerset Neighborhood School, Inc. desiring to organize under the laws of the State of
Florida with its principal office as indicated in the Certificate of Incorporation, at the City of Fort
Lauderdale, County of Broward, State of Florida, has named IGNACIO ZULUETA
located at 6262 BIRD ROAD, SUITE 31
MIAMI, FL 33155

as its agent to accept service of process within this State.

ACKNOWLEDGMENT

Having been named to accept service of process for the above-named corporation, at the place
designated in this Certificate, I hereby accept to act in this capacity, and agree to comply with the
provisions of said Sections relative to keeping open said office.

REGISTERED AGENT

Doc

IGNACIO ZULUETA

ARTICLES OF AMENDMENT
to
ARTICLES OF INCORPORATION
Somerset Neighborhood School, Inc.

Pursuant to the provisions of section 617.1006, Florida Statutes, the undersigned Florida nonprofit corporation adopts the following articles of amendment to its articles of incorporation.

FIRST: Amendment(s) adopted: (INDICATE ARTICLE NUMBER(S) BEING AMENDED, ADDED OR DELETED.)

AMENDMENT TO ARTICLE I

The name of the Corporation shall now be:

SOMERSET ACADEMY, INC.

SECOND: The date of adoption of the amendment(s) was: JANUARY 14, 2000

THIRD: Adoption of Amendment (CHECK ONE)

- ☒ The amendment(s) was (were) adopted by the members and the number of votes cast for the amendment were sufficient for approval.

There are no members or members entitled to vote on the amendment. The amendment(s) was (were) adopted by the board of directors.

Somerset Academy, Inc.

Corporation Name

Magdalena Fresen

Signature of Chairman, Vice Chairman, President, or other Officer

Magdalena Fresen

Typed or Printed Name

Secretary

2/18/00

Title & Date

FILED
00 MAR -2 AM 9:48
TALLAHASSEE, FLORIDA

State of Florida



Department of State

I certify the attached is a true and correct copy of the Articles of Amendment, filed on March 2, 2000, to Articles of Incorporation for THE SOMERSET NEIGHBORHOOD SCHOOL, INC. which changed its name to SOMERSET ACADEMY, INC., a Florida corporation, as shown by the records of this office.

The document number of this corporation is N97000002553.

Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capitol, this the
Thirteenth day of March, 2000



CR18022 1 22

Katherine Harris

Katherine Harris
Secretary of State



Department of State

I certify the attached is a true and correct copy of the Articles of Incorporation of THE SOMERSET NEIGHBORHOOD SCHOOL, INC., a corporation organized under the laws of the State of Florida, filed on May 5, 1997, as shown by the records of this office.

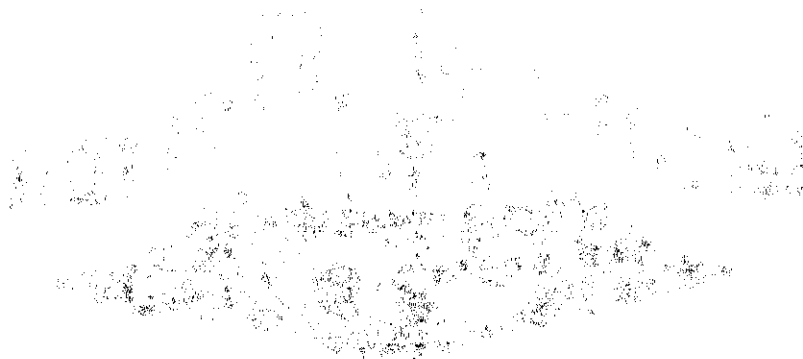
The document number of this corporation is N97000002553.

Given under my hand and the
Great Seal of the State of Florida,
at Tallahassee, the Capitol, this the
Twenty-second day of July, 1997



CR2EO22 (2-95)

Sandra B. Northam
Secretary of State



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Twenty-second day of July 1987
at Chicago, the Capital of the State of Illinois
before me, the undersigned, a Notary Public in and for the State of Illinois, personally appeared _____
known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

John P. [Signature]

Notary Public in and for the State of Illinois



GOVERNING BOARD BY-LAWS

**BYLAWS of
SOMERSET ACADEMY, INC.
A Florida Nonprofit Corporation**

**ARTICLE 1
OFFICES**

The corporation's principal office shall be fixed and located at such place within the boundaries of the County of Miami-Dade or Broward, Florida, as the Board of Directors ("Board") shall determine. The Board is granted full power and authority to change the principal office from one location to another.

**ARTICLE 2
PURPOSE**

The specific and general purposes of the corporation are described in the Articles of Incorporation.

**ARTICLE 3
NO MEMBERS**

Section 3.1 No Members

The corporation shall have no members. Any action, which would otherwise; by law require approval by a majority of all members or approval by the members shall require only approval of the Board. All rights, which would otherwise by law vest in the members, shall vest in the board.

**ARTICLE 4
DIRECTORS**

Section 4.1 General Powers

Subject to the limitations of the Florida not-for-profit corporation law, the corporation's Articles of Incorporation and these Bylaws, the activities and affairs of the corporation shall be conducted and all corporate powers shall be exercised by or under the direction of the Board. The Board may engage the services of a management company with respect to certain operations of the corporation, provided that the activities and affairs of the corporation shall be managed and all corporate powers shall be exercised under the ultimate direction of the Board. No assignment, referral or delegation of authority by the Board or anyone acting under such delegation shall preclude the Board from exercising full authority over the conduct of the corporation's activities, and the Board may, subject to contractual obligations as may exist, rescind any such assignment, referral or delegation at any time.

Section 4.2 Specific Powers

Without prejudice to its general powers, but subject to the same limitations set forth above, the Board shall have the following powers in addition to any other powers enumerated in these Bylaws and permitted by law:

- a. To select and remove all of the officers, agents and employees of the corporation; to prescribe powers and duties for them which are not inconsistent with law, the corporation's Articles of Incorporation or these Bylaws; and to fix their compensation;
- b. To conduct, manage and control the affairs and activities of the corporation and to make such rules and regulations therefore which are not inconsistent with the law, the corporation's Articles of Incorporation or these Bylaws, as it deems best;
- c. To adopt, make and use a corporate seal and to alter the form of the seal from time to time, as it deems best;
- d. To borrow money and incur indebtedness for the purpose of the corporation, and to cause to be executed and delivered therefore, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecation's and other evidences of debt and securities therefore;
- e. To act as trustee under any trust incidental to the principal object of the corporation, and receive, hold, administer, exchange and expend funds and property subject to such trust;
- f. To acquire by purchase, exchange, lease, gift, devise, bequest, or otherwise, and to hold, improve, lease, sublease, mortgage, transfer in trust, encumber, convey or otherwise dispose of real and personal property;
- g. To assume any obligations, enter into any contracts or other instruments, and do any and all other things incidental or expedient to the attainment of any corporate purpose;
- h. To form and be a member or shareholder of a not-for-profit entity organized under the law of any state, or to form without members or shareholders a not-for-profit entity organized under the law of any state, for the purposes of education, education or other research, or support of education or education research; and
- i. To carry out such other duties as are described in the Charter or Articles or Incorporation.

Section 4.3 Number, Election and Term of Directors and Related Matters

- a. The authorized number of Directors shall be no less than three (3) and no greater than eleven (11) until changed by amendment of these Bylaws.
- b. Those Directors who are to be elected by the Board of Directors (which shall be the difference between the total number of Directors to comprise the Board of Directors and the number of Directors elected by the Development Committee as provided below) shall be so elected at the annual meeting of the Board of Directors then in the office. Except as set forth below, only existing members of the Board of Directors may nominate candidates for new Directors. Notice of the Board's intention to elect a Director shall be included in the agenda for that meeting of the Board and shall be publicly announced.
- c. The members of the Development Committee (described below), at each annual meeting of the Board of Directors, shall annually elect by aggregate majority vote up to three Directors of the corporation chosen from the persons so nominated by each Local Board (described below); provided however that the number of such Directors shall not exceed the number of such Local Boards as of the date of the annual meeting. Each such member of the Board of Directors elected by the Development shall have the same tenure and other rights and responsibilities as the balance of the members of the Board of Directors;

- d. Each member of the Board of Directors shall have a term of five years, and may only be re-elected for up to three (3) consecutive terms. Upon serving the maximum term, a Director's term shall automatically expire without further action of the Board. Each such Director who has successfully completed their term as Director, shall be invited to participate in a group of Emeritus Directors. Emeritus Directors are invited to attend Board meetings and other Somerset Academy Inc. functions, provide advice and counsel to the Board, but shall have no voting power.
- e. Directors shall be elected at a duly held meeting of the Board of Directors;
- f. The Board shall include at least one member who is the parent of a child enrolled in a school operated by the corporation and at least one member who is or has been a professional educator and/or school administrator, having experience in education. The Board should endeavor to be comprised of a diverse group of accomplished professional, academic, business, and/or civic minded individuals who are committed to the mission of the corporation.
- g. Persons who are employed by, or are principals of, either a sponsor or a management company for the corporation are not eligible and shall not be elected to serve on the Board so as to avoid potential conflicts of interest. The Board will seek to avoid filling future vacancies on the Board with persons who are employed by schools which are managed by the same company that manages schools operated by the corporation. However, if the corporation does not have a professional educator or administrator on its Board and if the application process described in Section 4.5 does not produce such an applicant for the Board, then the Board may consider and select as a Director a professional educator or school administrator employed by another school entity, notwithstanding the fact that the other school entity may be managed by the same company that manages schools operated by the corporation.
- h. In no event shall a person be seated on the Board where they are deemed ineligible or disqualified in accordance with applicable law.

Section 4.4 Resignation and Removal

Any Director may resign effective upon giving written notice to the Board, unless the notice specifies a later effective time. If the resignation is effective at a future time, a successor may be selected (by the existing president) before such time, to take office when the resignation becomes effective. A Director may be removed without cause by a majority of the Directors then in office.

Section 4.5 Vacancies

- a. A Board vacancy or vacancies shall be deemed to exist if any Director dies, resigns, or is removed, or if the authorized number of Directors is increased.
- b. The Board shall declare vacant the office of any Director who has been convicted of a felony, or whose fingerprint check results reveal non-compliance with standards of good moral character.
- c. In order to elect a new Director, the Board shall announce the vacancy to the public, including Somerset Academy Inc. parents, teachers, and schools, and invite applications from qualified persons all as described by the Board. The Chairman or

another Board member approved by the Board, shall conduct an initial review and evaluation of all applications and report to the Board by way of nomination of candidates. Board members are encouraged to solicit applications from qualified persons. Following review and discussion of the nominated candidates, the Board will proceed to elect the nominated candidates as new Director(s).

- d. New Directors shall be elected by a vote of the majority of the existing Directors. Each Director so elected shall hold office until a successor has been appointed and qualified.
- e. No reduction of the authorized number of Directors shall have the effect of removing any Director prior to the expiration of the Director's term of office.
- f. The Board shall develop an orientation and training program for new Directors and an annual continuing education program for existing Directors.

Section 4.6 Attendance

Directors must be willing and able to travel to fulfill their obligations to Somerset Academy Inc. The Board may declare vacant, the office of any Director if, in any given calendar year:

- (a) He/She is absent from three consecutive meetings; or
- (b) He/She is absent from four of the board's meetings;
- (c) if he/she fails to attend any Authorizer-required conference(s)/meeting(s) at which attendance is mandatory; provided that regardless of their compliance with subsection (a) and (b) above, members must attend at least 50 percent of all the board meetings held during a year.

Section 4.7 Place/Notice of Meetings/Compliance with Applicable Laws

Meetings of the Board may be held at the principal office of the corporation or at any other place that has been designated in the notice of the meeting or by resolution of the Board. Appropriate notices of the meeting complying with both Florida law as well as the Texas Open Meetings Act and Texas Education Code for those meetings that relate to the operations of the Brooks Academy of Science and Engineering shall be timely posted or published as required by law, and all meetings shall be held and conducted in accordance with applicable open or public meetings laws. The public, any board member or officer of the corporation shall place any desired item on the agenda of any board meeting by notifying, in writing, no later than 5 (five) business days prior to the scheduled board meeting, a description of the item to be placed in the agenda and said descriptions shall be delivered to the then acting secretary of the corporation. Any meetings that relate to the operations of the Brooks Academy of Science and Engineering will be held in the State of Texas within the geographic boundaries of Brooks Academy of Science and Engineering. Such meetings of the Board called under Sections 4.7, 4.8, and 4.9 or pursuant to any other provision of these bylaws, shall comply with each and every provision of the Texas Open Meetings Act, which law is hereby incorporated by reference.

Section 4.8 Annual Meetings

The Board shall hold an annual meeting for the purposes of organization, selection of Directors and officers, and the transaction of other business.

Section 4.9 Quarterly Meetings

Quarterly meetings of the Board, shall be held on such dates and at such times and places as may be from time to time fixed and notified by the Board.

Section 4.10 Special Meetings

- a. Special meetings of the Board for any purpose(s) may be called at any time by the Chairman of the Board, if there is such an officer, the President, or the Secretary.
- b. Special meetings of the Board may be held after each Director has received notice by mail, telecopy, e-mail or telephone.
- c. Oral notice shall be deemed received at the time it is communicated, in person or by telephone or wireless, to the recipient or to a person at the office of the recipient whom the person giving the notice has reason to believe will promptly communicate it to the receiver.

Section 4.11 Quorum and Voting

For any meetings that shall relate to the operations of a Florida based entity of Somerset Academy Inc, quorum shall be defined as follows: one half (1/2) of the authorized Directors then in office being domiciled in Florida plus one (1) of the authorized Directors then in office being domiciled in Florida, shall constitute a quorum. For any meetings relating to the operations of the Brooks Academy of Science and Engineering, quorum shall be defined as follows: one half (1/2) of the authorized Directors then in office, shall constitute a quorum. In each instance, the Board shall attempt to reach a general consensus on all actions before the Board; provided, however, that every act or decision done or made by a majority of the Directors present at a meeting duly held at which a quorum is present is an act of the Board. Any meeting at which a quorum is initially present may continue to transact business notwithstanding the withdrawal of Directors, if any action taken is approved by at least a majority of the required quorum for such meeting. A Director shall be deemed present for quorum purposes if that Director participates in the meeting: physically; via telephonic means; through the use of similar communication equipment; or through the use of electronic/digital communication means, establishing a two-way exchange of information among the Directors by which all meeting participants can both receive information and provide input irrespective of physical location.

Section 4.12 Waiver of Notices

Notice of meeting need not be given to any Director who signs a waiver of notice, a written consent to the holding of the meeting, an approval of the minutes of the meeting, whether before or after the meeting, or who attends the meeting without protesting the lack of notice prior thereto or at its commencement. All such waivers, consents and approvals shall be filed with the corporate records or made a part of the minutes of the meetings.

Section 4.13 Adjournment

A majority of the Directors present, whether or not a quorum is present, may adjourn any Director's meeting to another time and place. If a meeting is adjourned for more than twenty-four (24) hours, notice of such adjournment to another time or place shall be given, prior to the time scheduled for the continuation of the meeting, to the Directors who were not present at the time of the adjournment.

Section 4.14 Rights of Inspection

Every Director has the absolute right to inspect and copy all books, records and documents of every kind and to inspect the physical properties of the corporation provided such inspection is conducted at a reasonable time after reasonable notice, and provided that such right of inspection and copying is subject to the corporation's obligations to maintain the confidentiality of certain books, records and documents under any applicable federal, state or local law.

Section 4.15 Fees and Compensation

Directors shall not receive compensation for their services; however, the Board may approve the reimbursement of a Director's actual and necessary expenses incurred in the conduct of the corporation's business. The corporation shall carry liability insurance covering the Director's and Officers of the corporation as described on the Charter on the conduct of the corporation's business.

Section 4.16 Standard of Care

- a. A Director shall perform all duties of a Director in good faith, in a manner such Director believes to be in the best interests of the corporation and with such care, including the duty to make all reasonable inquiries, as an ordinarily prudent person in a like situation would use under similar circumstances.
- b. In performing the duties of a Director, a Director may rely on information, opinions, reports or statements, including financial statements and other financial data, in each case prepared or presented by:
 - i. One or more officers or employees of the corporation whom the Director believes to be reliable and competent in the matters presented;
 - ii. Legal counsel, independent accountants or other persons as to matters that the Director believes to be within such person's professional or expert competence; or
 - iii. A committee of the Board upon which the Director does not serve as to matters within a designated authority, provided the Director believes that the committee merits confidence and the Director acts in good faith, after reasonable inquiry when the need therefore is indicated by the circumstances, and without knowledge that would cause such reliance to be unwarranted.

Section 4.17 Alumni Member

The Board may provide an open seat for a Board candidate who is a high-school graduate of a Somerset Academy school.

The alumni board member must meet all of the criteria of all board members, including but not limited to the following: shall have the ability to travel; shall meet the stated attendance requirements; shall participate in all required Governing Board trainings; and shall submit to, and successfully clear, any and all required fingerprint and/or background checks.

The alumni board member shall serve an initial 2-year term, and shall be subject to the same maximum term limits as described in Section 4.3(d).

ARTICLE 5 OFFICERS

Section 5.1 Officers

The officers of the corporation shall be Chair, Vice Chair, Secretary, and President, each of whom shall be appointed by the Board. The corporation may also have, at the discretion of the Board, a Treasurer and Vice-President, and such other officers and assistant officers as may be elected or appointed by the Board. Any number of offices may be held by the same person, except that the Chair may not also serve as President of the Corporation. Unless otherwise stated, officers need not be a director, or a member of the governing board, in order to hold an office. An officer who does not also serve as a director or a member of the governing board, is not subject to the prohibition against receiving fees or compensation for services rendered to the Corporation.

5.1.1 Chair

The Chair of Somerset Academy Inc., shall be elected by the Board of Directors of Somerset Academy Inc., at its annual meeting. The Chair may be removed from office as Chair without cause at any time upon an affirmative vote of a majority of the Directors of Somerset Academy Inc.:

- a. The Chair shall be the presiding officer at all meetings of Somerset Academy Inc., and shall have general signatory authority for the Board.
- b. The Chair shall appoint all of the chairs of committees and all members of all committees, subject to the approval or ratification of Somerset Academy Inc., All such committee chairs and members of committees shall serve at the pleasure of the Chair and the Chair may remove the chair(s) of any such committee and any committee member, without cause at any time.
- c. The Chair shall serve as a nonvoting, ex officio member of all committees, and the presence of the Chair may count as quorum at any committee meeting.

5.1.2 Vice-Chair

The Vice- Chair of Somerset Academy Inc., shall be elected by the Board of Directors of Somerset Academy Inc., at its annual meeting. The Vice- Chair may be removed from office as Vice-Chair without cause at any time upon an affirmative vote of a majority of the Directors of Somerset Academy Inc.,

- a. The Vice-Chair shall act in the place and stead of the Chair in the event of the Chair's absence, inability, or refusal to act, and shall have signatory authority in the event the Chair is absent or otherwise unavailable. The Vice Chair shall be the presiding officer at any meeting when the Chair is absent or otherwise unavailable.
- b. In the event that the office of the Chair is vacant, the Vice Chair shall assume the duties and powers of the Chair until such time as the office of the Chair is no longer vacant.
- c. The Vice-Chair shall have such other powers and perform such other duties as the Board may prescribe from time to time.

5.1.3 Secretary

- a. The Secretary shall keep or cause to be kept, at the principal office or such other place as the Board may order, a book of minutes of all meetings of the Board and its committees, including the following information for all such meetings; the time and place of holding; whether regular or special; if special, how authorized; the notice thereof given; the names of those present and absent, and the proceedings thereof. The Secretary shall keep, or cause to be kept, at the principal office in the State of Florida, the original or a copy of the corporation's Articles of Incorporation and Bylaws, as amended to date, and a register showing the names of all directors and their respective addresses. The Secretary shall keep the seal of the corporation and shall affix the same on such papers and instruments as may be required in the regular course of business, but failure to affix it shall not affect the validity of any instrument.
- b. The Secretary shall give, or cause to be given, notice of all meetings of the Board and any committees thereof required by these Bylaws or by law to be given, and shall distribute the minutes of meetings of the Board to all its members promptly after the meetings; shall keep the seal of the corporation in safe custody; shall see that all reports, statements and other documents required by law are properly kept or filed, except to the extent the same are to be kept or filed by the Treasurer; and shall have such other powers and perform such other duties as may be prescribed from time to time by the Board.
- c. The Secretary of the corporation shall keep and maintain, or cause to be kept and maintained, adequate and correct accounts of the properties and business transactions of the corporation, including accounts of its assets, liabilities, receipts and disbursements. The books of account shall at all times be open to inspection by any Director.

5.1.4 President

The Board may hire a President who shall not be a Director and as such, shall be a non-voting position. The President shall not be a member of the Governing Board. The President is the general manager and chief executive officer of the corporation and has, subject to the control of the Board, general supervision, direction and control of the business and officers of the corporation. The President shall report as directed to the Board at each meeting. The President has the general management powers and duties usually vested in the office of the President and general manager of a corporation as well as such other powers and duties as the Board may prescribe from time to time.

5.1.5 Vice President

The Board may hire a Vice President who shall not be a Director, and as such, shall be a non-voting position. The Vice-President, if any, shall act in the place and stead of the President in the event of the President's absence, inability, or refusal to act. The Vice-President shall have such other powers and perform such other duties as the Board and the President may prescribe from time to time.

5.1.6 Treasurer

The Treasurer, if any, shall insure or cause to be insured, that a true and accurate accounting of the financial transactions of the Corporation is made and that such accounting is presented to and made available to the Board. The Treasurer, if any, shall perform such other duties as may be prescribed by the Board.

Section 5.2 Election

The officers of the corporation, shall be chosen by the Board at each biennium , or as provided above, and shall serve at the pleasure of the Board, and shall hold their respective offices until their resignation, removal or other disqualification from service, or until their respective successors shall be elected.

Section 5.3 Subordinate Officers

The Board may elect, and may empower the Chair to appoint, such other officers as the business of the corporation may require, each of whom shall hold office for such period, have such authority, and perform such duties as are provided in these Bylaws or as the Board may from time to time determine.

Section 5.4 Removal

Any officer may be removed, either with or without cause, by the Board at any time or, except for an officer chosen by the Board, by any officer upon whom the Board may confer such power of removal. Any such removal shall be without prejudice to the rights, if any, of an officer under any contract of employment.

Section 5.5 Resignation

Any officer may resign at any time by giving written notice to the Board; such resignation may not prejudice the rights, if any, of the corporation under any contract to which the officer is a party. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 5.6 Vacancies

A vacancy in any office because of death, resignation, removal, disqualification or any other cause shall be filled in the manner prescribed in these Bylaws for regular election or appointment to such office, provided that such vacancies shall be filled as they occur and not on an annual basis.

Section 5.7 Salaries

Each officer, who is not otherwise a Director or a member of the Governing Board, may be paid a reasonable salary, as may from time to time be determined by action of the Board. No such payment shall preclude any officer from serving the Corporation in any other capacity and receiving compensation for such services.

ARTICLE 6 COMMITTEES

Section 6.1 Board Committees

The Board may, by resolution adopted by a majority of the Directors then in office, provided that a quorum is present, create one or more standing or ad hoc committees, each consisting of at least two (2) members of the Board, to serve at the pleasure of the Board.

Section 6.2 Local Governing Body Committees

The Board by resolution or by amendment to these bylaws may create and adopt bylaws for a Local Governing Body Committee in one or more states (each, a "Local School Board"), all of whom shall serve at the pleasure of the Board, and may be removed by the Board from such Local School Board, to perform the duties and functions assigned or delegated in furtherance of Board

objectives, and having such powers and responsibilities as are set forth in such bylaws or resolution or in accordance with applicable law. Any Local Governing Body Committee may include one or more Directors from the Corporation's Board of Directors. The Board of Directors, or its designee, will appoint the members, officers, or others to committee positions. The rules of procedure of any committee may be set by the Board. Any committee, including a Local Governing Body Committee, may be abolished or any committee member removed for any reason and at any time by majority vote of the Directors then in office, provided that a quorum is present.

Section 6.3 Texas Local Governing Body Committee

The Board of Directors shall delegate its authority to the fullest extent permitted by Texas law excepting any non-delegable duties in Texas law or as otherwise described in Section 6.3.1 below, to a Texas Local Governing Body Committee that shall be known as the "Texas School Board" to assist with the governance of the Corporation's Texas charter school(s). The Texas School Board and its officers and members shall be vested with all powers, duties and protections of a school board for a Texas open-enrollment charter school under state law. The Texas School Board shall be composed of no less than three (3) and no greater than five (5) or more members appointed by the Corporation's Board of Directors, and shall have the following officers:

President;
Vice President;
Secretary

A majority of the members of the Texas School Board shall be qualified voters and residents of the State of Texas residing within fifty (50) miles of the geographic boundaries of the Corporation's Texas charter school(s). The Texas School Board shall operate in accordance with these Bylaws, resolutions of the Board of Directors of the Corporation, and with Texas state law. The Texas Local School Board shall hear grievances in accordance with Texas School Board policy. Upon request or appeal by a grievant, grievances may be considered by the Corporation's Board of Directors only on appeal from the Texas School Board's decision. For all matters of parliamentary procedures, the School Board shall be guided by *Robert's Rules of Order Newly Revised*, 10th ed. (Cambridge, Mass.: Perseus Publishing, 2000).

When conducting business relating to the operations or affairs of any of the Corporation's open-enrollment charter schools, meetings of the Texas School Board shall be conducted in accordance with provisions of the Texas Education Code and Chapter 551 of the Texas Government Code, and the Board of Directors shall be subject to the requirements of the Texas Open Meetings Act, including the following provisions: At no time shall a quorum of the full board meet to deliberate any issue or business of the Corporation without posting notice of a meeting in compliance with the Texas Open Meetings Act. Directors shall normally attend all meetings in person, but may attend by alternate means if circumstances warrant and strictly in accordance with the Texas Open Meetings Act.

6.3.1 Reserved Powers of the Corporate Board of Directors

Notwithstanding paragraph 6.3, and without limiting the Board's authority, upon award and execution of a contract for charter from the Texas Education Agency, the following powers and duties must generally be exercised by the Corporation's Board of Directors, acting as a body

corporate, in meetings posted in compliance with Texas Government Code, Chapter 551:

1. Final authority to hear or decide employee grievances, citizen complaints, or parental concerns;
2. Final authority to adopt or amend the budget of the charter holder or the charter school;
3. Final authority to authorize the expenditure or obligation of state funds or the use of public property;
4. Final authority to direct the disposition or safekeeping of public records;
5. Final authority to adopt policies governing charter school operations;
6. Final authority to approve audit reports;
7. Final authority to act on an award and execution of a contract for a charter with the Texas Education Agency; and
8. Initial and final authority to select, employ, direct, evaluate, renew, non-renew, terminate, or set compensation for any chief executive officer(s).

Notwithstanding the Corporation's Board of Director's "final authority" enumerated above, the Texas School Board may also take up such actions described above and its acts shall be considered recommendations to the Corporation's Board of Directors.

Section 6.4 Development Committee

The Board hereby creates a committee to be known as the "Development Committee," whose members shall be the Liaison Members (as identified in the bylaws of the respective Local Boards) of each of the Local Boards. The Development Committee members shall select one of their members as Chair, and such person shall serve for a term of one year, with re-election as the Committee members shall determine by their vote so long as such person remains a Liaison Member of a Local Board. Newly elected Liaison Members shall automatically succeed to membership (or become new members in the case of new Local Boards) on the Development Committee, without further act. The Development Committee shall meet on the call of the Chair (meetings shall be by teleconference unless the Board has authorized travel expense) for the purposes of discussing matters related to the Local Boards. In addition, each year the Development Committee shall elect up to three persons (but not more than the number of Local Boards), each of whom shall be a member of one of the Local Boards, to serve as Directors of corporation.

ARTICLE 7 OTHER PROVISIONS

Section 7.1 Validity of Instrument

Subject to the provision of applicable law, any note, mortgage, evidence of indebtedness, contract, conveyance or other written instrument and any assignment or endorsement thereof executed or entered into between the corporation and any other person, shall be valid and binding on the corporation when signed by the President or any Vice President and the Secretary or Treasurer of the corporation, unless the other person has actual knowledge that the signing officer has no authority to execute the same. Any such instruments may also be signed by the Board Chair, or in the absence of the Chair, the Vice-Chair, or any other designated member of the Board.

Section 7.2 Construction and Definitions

Unless the context otherwise requires, the general provisions, rules of construction, and definitions contained in the Nonprofit Corporation Law of the State of Florida shall govern the construction of these Bylaws. Without limiting the generality of the foregoing, words in these Bylaws shall be read as the masculine or feminine gender, and as the singular or plural, as the context requires, and the word "person" includes both the corporation and a natural person. The captions and headings in these Bylaws are for convenience of reference only and are not intended to limit or define the scope or effect of any provision.

Section 7.3 Fiscal Year

The fiscal year of the corporation shall be set by the Board.

Section 7.4 Conflict of Interest

Any Director, officer, key employee, or committee member having an interest in a contract or other transaction presented to the Board or a committee thereof for authorization, approval, or ratification shall make a prompt, full and frank disclosure of his or her interest to the Board or committee prior to its acting on such contract or transaction. Such disclosure shall include all relevant and material facts known to such person about the contract or transaction which might reasonably be construed to be adverse to the corporation's interest. The following provisions of Texas law and rules and any amendments thereto: i) Education Code Chapter 12. Charters, ii) Texas Administrative Code (TAC), Title 19, Part II Chapter 100 as they apply, iii) any other provision of Texas law concerning conflicts of interest applicable to Texas open-enrollment charter schools, that may relate and refer to conflicts of interest are hereby incorporated by reference and applicable to any board member, director, officer, key employee, or committee member having an interest in a contract or other transaction of a charter school sponsored by the Board in Texas.

Section 7.5 Interpretation of Articles of Incorporation

In any instance in which the provisions of these Bylaws are in conflict with the provisions of the Articles of incorporations, the provisions of the Bylaws control.

Section 7.6 Robert's Rules

All Board meetings and committee meetings shall be conducted in accordance with Roberts Rules of Order. In any instance in which the provisions of these Bylaws are in conflict with the provisions of Robert's Rules of Order, the provisions of the Bylaws shall control.

ARTICLE 8 AMENDMENTS

Section 8.1 Bylaws

These bylaws may be adopted or these Bylaws may be amended or repealed by a majority vote of the Board of Directors.

CERTIFICATE OF ADOPTION OF BYLAWS

I certify that I am the elected and acting Secretary of Somerset Academy, Inc., a Florida nonprofit corporation, and that the foregoing Bylaws constitute the Bylaws of such corporation as adopted by the Board of Directors.

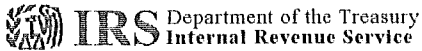


SECRETARY

5/17/19

DATE

**501(c)(3) TAX-EXEMPT STATUS
DETERMINATION LETTER**



CINCINNATI OH 45999-0038

011762.537201.391474.17813 1 AT 0.406 530



SOMERSET ACADEMY INC
6340 SUNSET DR
MIAMI FL 33143



011762

CUT OUT AND RETURN THE VOUCHER AT THE BOTTOM OF THIS PAGE IF YOU ARE MAKING A PAYMENT,
EVEN IF YOU ALSO HAVE AN INQUIRY.



The IRS address must appear in the window.

BODCD-TE

0248367576

Use for payments

Letter Number: LTR4168C
Letter Date : 2015-03-04
Tax Period : 000000

INTERNAL REVENUE SERVICE

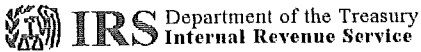
CINCINNATI OH 45999-0038



311569428

SOMERSET ACADEMY INC
6340 SUNSET DR
MIAMI FL 33143

311569428 WI SOME 00 2 000000 670 000000000000



Department of the Treasury
Internal Revenue Service

CINCINNATI OH 45999-0038

In reply refer to: 0248367576
Mar. 04, 2015 LTR 4168C 0
31-1569428 000000 00
00021392
BODC: TE

SOMERSET ACADEMY INC
6340 SUNSET DR
MIAMI FL 33143



011762

Employer Identification Number: 31-1569428
Person to Contact: Ms. Yates
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Feb. 24, 2015, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in January 1998.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(ii).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
P. O. BOX 2506
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JAN 14 1988

THE SOMERSET NEIGHBORHOOD
SCHOOL INC
C/O STEPHEN M MUSCO
MUSCO & COMPANY PA
1549 RINGLING BLVD STE 602
SARASOTA, FL 34236

Employer Identification Number:
31-1569428

DLN:
17053281201007

Contact Person:
D. A. DOWNING
Contact Telephone Number:
(513) 241-5199

Accounting Period Ending:
December 31

Form 990 Required:
Yes

Addendum Applies:
Yes

Dear Applicants:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in sections 509(a)(1) and 170(b)(1)(A)(ii).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, if you are involved in an excess benefit transaction, that transaction might be subject to the excise taxes of section 4958. Additionally, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please contact your key district office.

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that

THE SOMERSET NEIGHBORHOOD

you would no longer be classified as a section 509(a)(1) organization.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of Code sections 2055, 2106, and 2522.

Contribution deductions are allowable to donors only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. See Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, which sets forth guidelines regarding the deductibility, as charitable contributions, of payments made by taxpayers for admission to or other participation in fundraising activities for charity.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete, so be sure your return is complete before you file it.

You are required to make your annual return available for public inspection for three years after the return is due. You are also required to make available a copy of your exemption application, any supporting documents, and this exemption letter. Failure to make these documents available for public inspection may subject you to a penalty of \$20 per day for each day there is a failure to comply (up to a maximum of \$10,000 in the case of an annual return).

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

THE SOMERSET NEIGHBORHOOD

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

If we have indicated in the heading of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

We have sent a copy of this letter to your representative as indicated in your power of attorney.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,


Paul A. Haight, Director

Addendum

THE SOMERSET NEIGHBORHOOD

Since you receive more than 50% of your support from government sources, you are a "public school" as defined in the Civil Rights Act. Accordingly, you are not subject to the specific publishing, reporting, and recordkeeping requirements of Rev. Proc. 75-50, 1975-2 C.B., page 587. If your income sources change, to the extent you are no longer primarily supported by the government, you will be subject to these requirements. Failure to comply with these requirements at that time can have an adverse effect on your exempt status.



Principal / Corporate Address:
20801 Johnson Street
Pembroke Pines, Florida 33029

Alternate Mailing Address:
6340 Sunset Drive
South Miami, Florida 33143

Board Member Office Phone: 786.393.4455
Alternate Phone 305.669.2906

**2020 - 2021
BOARD OF DIRECTORS**

Todd German

Board Chair (Eff. 1/25/19) / Treasurer / Director
tgerman@somersetacademyschools.com
tdgerman@aol.com
Elected 6/12/15

Ana Diaz

Vice-Chair (Eff. 3/4/19) / Secretary (Eff. 11/17/14)
/ Director / Parent
adiaz@somersetacademyschools.com
Elected 3/15/13

David Concepcion

Director
dconcepcion@somersetacademyschools.com
Elected: 6/11/09

Dr. Bernard Kimmel

Director
drbkim@msn.com
Elected: 10/19/17

Brian Matthew (Matt) Cox

-Texas Member-
Director
mcox@somersetacademyschools.com
Elected 7/26/18

Other Officers:

Bernardo Montero, President (Non-Voting)

berntero@somersetacademy.com

Suzette Ruiz, Vice-President (Non-Voting)

sruiz@somersetdade.com

Somerset Academy, Inc.
Board of Directors

Todd German – Governing Board Chair

Elected 6.12.15 | Board Chair Since 1.25.19

Mr. German is an Investment Advisor and partner in Keys Wealth Management, a private investment management firm. Has served as senior officer for a number of local financial institutions. Most recently, in addition to serving as board member and Treasurer of the Somerset board, Todd is the President of the Key West Collegiate School, Chairman of Hometown PAC, and member of the Key West Citizen Editorial Board.

His past volunteer time was spent as the President of the Key West Business Guild, Vice Chair of the Community Foundation, President of the Montessori Charter Elementary School, Chair of the Key West Citizen's Review Board, and former President of the Key West Botanical Garden Society.

Todd is a graduate of Leadership--Monroe County, the Key West Ambassador Program and the Key West Citizen's Police Academy. He holds memberships in all the associations promoting business in Key West--the Attractions, Lodging, Innkeeper's and Realtor's Associations. Mr. German brings financial, real estate and charter school governance experience.

Ana Diaz, M.S. Elementary Ed. – Vice-Chair/ Secretary/Parent

Elected 3.15.13 | Vice Chair Since 3.4.19 | Secretary Since 11.17.14

Ms. Diaz has been in the field of education for over sixteen years. She earned her Master's Degree in Elementary Education from the University of Florida and began her career as a teacher in the Miami-Dade County Public School System. Ms. Diaz continued her studies at Nova Southeastern University where she completed her certification in Educational Leadership. In the fall of 2005, Ms. Diaz began working with Charter Schools and she serves as the Principal of Pinecrest Preparatory Academy Charter School. In addition to supervising the daily school operations, her areas of expertise include curriculum planning, program evaluation, data analysis, assessment design and professional development. Since her election to the board in 2013, Ms. Diaz has effectively provided oversight and support in her areas of expertise for several of the Somerset schools.

David Concepcion – Director

Elected 6.11.09

Mr. Concepcion has been a part of the Charter School movement, originally serving as Board Member and Chairman of Mater Academy Charter Schools from 2003-2006, and later joining the Somerset Academy Charter Schools as an Executive Board Member since 2006. David worked as the Chief Legislative Aide with the Florida House of Representatives, Mayor's Chief of Staff and City Clerk in the City of Hialeah, FL. Mr. Concepcion has experience in the areas of bill-drafting, presentation of legislation, implementation of legislation among governmental agencies, fundraising, governmental relations, and municipal management. Mr. Concepcion works directly with local constituency and serves as a liaison to the community with the media, state, federal and local agencies. Mr. Concepcion attended the University of Florida, where he obtained a Bachelor of Arts Degree in Political Science with a specialization in International Relations and Latin American Studies.

Dr. Bernard Kimmel- Director

Elected 10.19.17

Dr. Kimmel is a physician and former politician in the state of Florida. Kimmel was born in Highland Park, Michigan. He attended public school in Royal Oak Michigan, graduating high school in 1944. He served in the United States Navy (1944-46) during World War II in the Pacific Theater. He attended Ohio Wesleyan University and the University of Michigan where he earned a M.D. Degree in Medicine.

Dr. Kimmel has been on staff over years of St. Mary's Hospital, Good Samaritan Hospital, John F. Kennedy Hospital, Doctor's Hospital, Pine Ridge Hospital. A few of the positions he has held and accolades received include: President of Palm Beach County Medical Society 1972/1973; President of Family Practice Academy State of Florida 1980/1981; Family Practitioner of the Year, State of Florida 1985; Member Palm Beach County School Board 1972/1980 Chairman 2 years; Member Florida House of Representatives 1980/1982 and 1984/1986; Member Palm Beach Community College Board 1986/1990; Team Physician Forest Hill High School 1957/1985 Retired 1997; President of Board of JFK Charter School 2008/2016

Brian Matthew Cox- Director

Elected 7.26.18

Mr. Cox is a Practice Builder at Kimley-Horn whose focus is land development. He began his career with Kimley-Horn in Charlotte, NC and moved to San Antonio in March 2014. With more than 15 years of experience, Matt provides a full range of relevant civil engineering experience around his practice in the City of San Antonio. His technical experience includes stormwater management system design, utility design, site planning, grading and drainage, permitting, and plan production.

Mr. Cox currently serves on the local school board for Brooks Academy charter schools, with its flagship K-12 campus on Brooks City Base and a second K-10 campus, Brooks Collegiate Academy (BCA). Brooks Academy also has two other San Antonio area elementary schools. His daughter currently attends BCA.

Board Member Information

IV. Board Member Information Form

This form must be signed by a duly authorized representative of the applicant group and submitted with the application for a charter school.

Serving on a public charter school board is a position of public trust and fiduciary responsibility. As a board member of a public school, you are responsible for ensuring the quality of the school program, competent stewardship of public funds, and the school's fulfillment of its public obligations and all terms of its charter. The purposes of this questionnaire are: to give application reviewers a clearer introduction to the applicant team behind each school proposal in advance of the applicant interview, in order to be better prepared for the interview; and to encourage board members to reflect individually as well as collectively on their common mission, purposes, and obligations at the earliest stage of school development.

Each board member should complete this form individually, print and sign. Along with the completed, signed form, each board member should provide a resume, and a signed copy of the Statement of Assurances.

Where narrative responses are required, brief responses are sufficient. You may delete these instructions.

Background and Contact Information

1. Name of charter school on whose Board of Directors you intend to serve
Somerset Academy Inc.
2. Full name
David Concepción
- Home Address
1985 W 54 St #105A Hialeah, FL 33012
- Business Name and Address

Phone Number
786.393.4455
- E-mail address
dconcepcion@somersetacademyschools.com

- ☒ Resume and professional bio are attached here.
☐ Resume and professional bio are attached elsewhere in the application (specify). _____

3. Indicate whether you currently or have previously served on a board of a school district, another charter school, a non-public school or any not-for-profit corporation. If yes, explain.

☒ Yes ☐ No

I served on the Mater Academy Board from approximately 2005-2007

4. Indicate whether you currently or have previously served as the leader or on the leadership team of ANY school, regardless of type (charter/traditional/private, etc.). If you served at a charter school, include performance data on form IEPC-MI1. If you served in a position of leadership at a non-charter school, provide any relevant data related to academic performance of the school(s).

☒ Yes ☐ No

Served as Mater Academy Board Chair one term

5. Why do you wish to serve on the board of the proposed charter school?

Wish to provide the highest quality education for ALL students!

6. What is your understanding of the appropriate role of a public charter school board member?

Seek best educational resources for students, based on the needs/goals of the district serving as Responsible Fiscal Stewards

7. Describe any previous experience you have that is relevant to serving on the charter school's board (e.g., other board service). If you have not had previous experience of this nature, explain why you have the capability to be an effective board member.

Serving as an Educational coordinator for local governments, and governmental agency administrator for over 14 years.

Serving as an Educational coordinator for local governments, and governmental agency administrator for over 14 years.

8. Describe the specific knowledge and experience that you would bring to the board.

School Mission and Program

1. What is your understanding of the school's mission and guiding beliefs?

Somerset Academy is dedicated to providing equitable, high-quality education for all students.

2. What is your understanding of the school's proposed educational program?

3. What do you believe to be the characteristics of a successful school?

We promote a culture that maximizes student achievement and fosters an enriching environment for 21st century learners

4. As a board member, how will you monitor progress toward annual academic and financial/operational goals and objectives?

Constant communication with administrator, parents, students. Reviewing budgets quarterly and more often as needed, if a particular school needs more attention, and conducting random audits with financial team.

5. What do you see as your role regarding the school leaders?

Oversight and ensuring they are in compliance with all applicable laws/regulations while providing leadership for their staff and success for students

Governance

1. Describe the role that the board will play in the school's operation.

We are responsible for schools leadership & direction, as well as funding operations. Daily operations are managed by school administrator.

2. How will you know if the school is successful at the end of the first year of operation?

We have meetings in the summer to prepare for the next school year, we set goals/milestones, and we check at our meetings almost monthly.

How will you know at the end of four years of the school is successful?

Constant monitoring of all of our schools and recognizing our leaders and

4. What specific steps do you think the charter school board will need to take to ensure that the school is successful?

Including Stakeholders in decision-making meetings, auditing financial frequently, monitoring school-site academic progress, addressing each schools needs individually (with a holistic vision).

5. How would you handle a situation in which you believe one or more members of the school's board were acting unethically or not in the best interests of the school?

If I felt there were any conflicts or unethical actions, I would mention it to our Board attorney, and if necessary take to State DOE.

6. If your school intends to contract with a third-party ESP:

a. Summarize your involvement in the selection process;

b. Explain your understanding of the legal relationship between yourself as a board member and the ESP; and

c. Indicate whether you have been involved in the review/negotiation of the management agreement.

I provide comments when attending our Financial and Strategic Planning Committee meetings to the committee to consider with my input and recommendations for an ESP. My relationship with the ESP is one that we ask for a service and they deliver, and we review the product. We review all contracts and interest submitted to the board.

Disclosure

1. Indicate whether you or your spouse is an employee of a charter management organization.

☐ Yes ☒ Yes

If yes, please indicate when you (or your spouse) will end the relationship that poses this prohibited conflict.

Attestation

By signing this form, I hereby attest that I have read and understand the following provisions of Florida law relating to standards of conduct and financial disclosure and the restriction on the employment of relatives.

Standards of Conduct and Financial Disclosure (Section 1002.33(26), Florida Statutes)

- (a) *A member of a governing board of a charter school, including a charter school operated by a private entity, is subject to ss. [112.313](#)(2), (3), (7), and (12) and [112.3143](#)(3).*
- (b) *A member of a governing board of a charter school operated by a municipality or other public entity is subject to s. [112.3145](#), which relates to the disclosure of financial interests.*
- (c) *An employee of the charter school, or his or her spouse, or an employee of a charter management organization, or his or her spouse, may not be a member of the governing board of the charter school.*

Restriction on Employment of Relatives (Section 1002.33(24), Florida Statutes)

- (a) *This subsection applies to charter school personnel in a charter school operated by a private entity. As used in this subsection, the term:*
- 1. "Charter school personnel" means a charter school owner, president, chairperson of the governing board of directors, superintendent, governing board member, principal, assistant principal, or any other person employed by the charter school who has equivalent decisionmaking authority and in whom is vested the authority, or to whom the authority has been delegated, to appoint, employ, promote, or advance individuals or to recommend individuals for appointment, employment, promotion, or advancement in connection with employment in a charter school, including the authority as a member of a governing body of a charter school to vote on the appointment, employment, promotion, or advancement of individuals.*
 - 2. "Relative" means father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, or half sister.*
- (b) *Charter school personnel may not appoint, employ, promote, or advance, or advocate for appointment, employment, promotion, or advancement, in or to a position in the charter school in which the personnel are serving or over which the personnel exercises jurisdiction or control any individual who is a relative. An individual may not be appointed, employed, promoted, or advanced in or to a position in a charter school if such appointment, employment, promotion, or advancement has been advocated by charter school personnel who serve in or exercise jurisdiction or control over the charter school and who is a relative of the individual or if such appointment, employment, promotion, or advancement is made by the governing board of which a relative of the individual is a member.*
- (c) *The approval of budgets does not constitute "jurisdiction or control" for the purposes of this subsection.*

Certification

I hereby certify that the information contained in this document is true and complete to the best of my knowledge and that my service on the charter school governing board does not pose a prohibited conflict of interest. I certify that if the proposed charter school is approved, I hereby agree to notify the chair of the board at the charter school at which I will serve of any change that may create a conflict of interest, and if the change results in a prohibited conflict of interest I will resign from the Board. I have attached all required documents.

Name: David Concepcion


Signature

1/5/2021

Date

David Concepcion

2 Ardmore Road Berkeley, CA 94707

<http://www.linkedin.com/in/dconcepcionfl>

415.379.0799

dconcepcionfl@gmail.com

Key Strengths

Pro-active Community Leader
Public/Community-Based Planning
Operations and General Management
Budget Management & Planning

Accountability & Transparency
Process Improvement
Project Management
Economic Development

Experience

Chief Administrative Officer | Federal Defenders, Northern District of California 2015- Present

- **Serve as chief financial officer, administrative personnel officer and principal policy-making coordinator responsible for providing administration and operation of the overall business, financial and facility operations**, including all business services functions, finance, facility development, purchasing, maintenance and operations, transportation, and legal support services.
- Planning and analysis of programs, support systems and expenditures - focus on fiscal matters and long-range facilities, operations planning, and policy development.
- Responsible for **budget development, administration and long range financial and facilities planning** for the San Francisco, San Jose, Eureka and Oakland offices. Preparing financial, business and facility reports, ensuring the accounting systems comply with applicable laws & regulations.
- **Manage District financial operations, internal controls and proper segregation of duties for financial, procurement & property management**, and personnel functions.
- **Coordinating all aspects of office administration and management, supervising all District administrative and support staff**, including: management of operations, trainings, office policies and procedures, and management matters.
- Coordinate and prepare all Facilities and Deferred Maintenance Programs including eligibility, **design approval, controls management equipment, telecommunications and office automation management**; and property, records and procurement management.
- **Technical assistance in recruitment, selection and staffing, development of personnel policies and procedures**, classification and compensation, benefits, performance management, grievance, training and EEO procedures, performance evaluations and employee relations.
- **Purchasing, procurement, and property management; ensuring compliance with federal and local procurement practices and procedures**. Maintaining purchasing records and reports, overseeing compliance with audit and assessment requirements.

City Clerk, Municipal Administration, Program Manager | Executive Municipal Services 2014- Present

- **"Dedicated to the Improvement of Local Government"** committed to promoting the principles of democracy, high ethical standards, and professionalism in governmental agencies. Applying the principles and practices of **municipal finance, budgeting, and personnel administration** with professional judgment and conceptual thinking in place. Appropriately communicating internally and externally and establishing harmonious relationships with employees, elected officials and stakeholders.
- Currently providing services as Acting City Clerk (Sonoma County) and a Program Manager (Solano County).
- Oversight of the generation and dissemination of department budgets, ensuring that the presentation of budget information is complete, consistent and accurate. **Integrating legislative and budget process** with staff and the various Boards, Committees, and Department Heads.
- **Investigating alternatives or improvements in management of administrative/financial affairs** and making recommendations and implementing new systems and management controls within the organization.
- Serving as the **Procurement Officer, Elections Officer, Affirmative Action Officer**, and any other designations made by the agency Manager/Administrator. **Develop special management reports and coordinates projects for the agency Manager/Administrator**; In their absence, serve and exercise Manager/Administrator responsibilities.
- Responsible for **local elections, legislation, the Public Records Act, the Political Reform Act, and the Brown Act**. Coordinate City Council and agency Boards/Commissions schedules/legislation/meetings/policy coordination. Ensuring that **actions are in compliance with all federal, state and local statutes and regulations and that all actions are properly executed**, recorded, and archived. Serving as the liaison between the agency, public, elected officials and other government agencies.

- **Provide support in the administrative, financial, public relations, conservation, human resources and general affairs of the District. Day-to-day responsibilities for the District's special projects, customer service, community and legislative coordination, and information technology systems**
- Collaboration with the directors providing high-level support and coordinating the implementation of assigned projects, programs and activities. Coordinate MMWD's efforts on multiple activities involving District department, outside agencies, and the public
- **Conduct special studies along with research and analysis of local, state, and federal, funding, legislative and policy. Collaboration with local and statewide agencies to establish improved regulatory support and compliance, while garnering financial and regional support**
- Working with the Board of Directors and Federal, State, County and municipal elected officials on interdisciplinary matters to establish relationships of mutual benefit
- **Governmental affairs functions: Track, evaluate, and prepare comprehensive analyses on past and current water-related state and federal legislation**
- Plan, coordinate and test disaster response plans. Coordinating the emergency services capabilities and plan for MMWD; coordinate EOC functions; develop and implement emergency management policy, procedures, and functions for all staff; develop and implement training including drills and exercises; coordinate relationships with external agencies
- Serve on the following committees: Safety Advisory, Strategic Plan, Labor Management, HR Interview Panels and Association of California Water Agencies (ACWA) Business Development

City Clerk and Assistant - City Manager | City of Pacific Grove, California**2012 - 2014**

- Work closely and proactively with the City Council to find stabilizing City Finances solutions considering budget and economic development issues; enhance economic development opportunities; and reorganize the City to ensure maximum efficiency and effectiveness
- Performed multiple departmental functions while multi-tasking and analyze enduring and cost-effective solutions
- Responsible for providing support and advice to the Council; offering leadership and policy support for departments; fostering partnerships through community oriented leadership and interagency collaboration
- **Established relationships and strategic communications with the media, citizens and the business sector**
- Successfully processed candidate and committee documentation as well as ballot initiatives, including the analysis and election process
- Maintained and prepared all City contracts and rental agreements
- Provided legislative policy support and advised the City Council on all legislative and policy matters of the City; providing recommendations to the Council on affairs of the City
- Supervised all City Manager's Office Staff and responsible for the efficient and effective operation of all City Departments and Services
- Serve as the City's Custodian of Records and History
- **Serve as the Election Official, responsible for all General Municipal and Special Measure/Initiative Elections. Including compliance with all Fair Political Practices Commission regulations**
- Duties include recording the actions and proceedings of City Council meetings; ensuring legal notification of various Council, commission and committee meetings, administering the City's Records Management Program; maintaining the City's Municipal Code and providing research and information services to the public and City personnel

Chief of Staff / Assistant City Manager | City of Hialeah, Florida**2005 - 2012**

- The City of Hialeah serves a constituency of over 250,000 residents and 18,000 businesses under the direction and administration of a strong-mayor. A full-service City, with a diverse population, the organization has 1860 employees and a \$260 million budget
- Manage issues related to public safety expansion, economic development, transportation, and aging infrastructure. Report directly to Manager/Mayor and a 7-member City Council oversee day-to-day operations
- Deputy Administrator, responsible for aspects of managing and operating the municipality under the supervision of the City Manager
- Budget Management and financial accountability responsibility, with a focus on financing solutions, budgeting, cost control, infrastructure and maintaining an efficient organization
- **Economic Development coordination through an emphasis on infrastructure, strong relationships with the Local School, County, State, Federal governments and other service providers**
- Coordination of all staffing, overseeing the general administration for the Public Utilities/Works, Public Safety, Parks, Community Development, Communications/Special Events and Education Services departments. 28 direct-reporting employees and 21 direct-reporting supervisors
- Manage, train and evaluate individuals, creating a team atmosphere

- **Created and implemented customer satisfaction training and improved quality of life initiatives via improved public safety, emergency personnel services, augmented level of economic development and improved organizational management**
- Lead & managed personnel, labor relations, strategic planning, coordinate external consultants related to initiatives and attracting and accommodating businesses
- **Seek all Federal, State, & Local funding sources and legislation for city programs/ initiatives**
- Negotiate and coordinate financing and the Design-Build-Operate Public-Private-Partnership agreement of the permitting and construction of a \$90 million 16 MGD Reverse Osmosis Water Treatment Plant, to produce water for the expanded Northwest Miami-Dade region
- **Create and implement a lasting economic development plan for the City in annexing 1900 Acres of vacant land, preparing the Master Plan that promotes responsible growth attracting new industry and businesses, creating jobs for the region**
- Established relationships with business leaders attracting national businesses to our City, such as: Lowes, Target, Wal-Mart, Starbucks, Longhorn, Olive Garden, L.A. Fitness, Muvico, and other regional businesses to create a stimulus for the community
- **Developed local zoning legislation in conjunction with County and Federal agencies to create empowerment zones, Community Reinvestment Act & Brownfield Development areas to stimulate businesses, establishing economic development policy and financial incentive programs**
- **Supervise multiple complex city projects and initiatives**
- **Communications liaison with media, community groups, and Local, State, and Federal agencies**
- Creator of the City of Hialeah Education Academy, high school education with a blended curriculum in the areas of Law Enforcement, Fire and Emergency Response

Municipal Clerk | City of Hialeah, Florida

2010 - 2012

- **Served as the City Corporate Secretary, legislative body's Official Secretary, Supervisor of Elections, and serve as Secretary of the City of Hialeah Education Academy**
- Monitored compliance of City, County and State regulations pertaining to elections
- Maintained the City Council proceedings minutes, processed all public records and provides notice of regular and special City Council Meetings to the public, central depository for corporate contracts & records
- Prepared, advertised, received quotations from vendors, sort and post bids in accordance with City code
- Processed codification of the Hialeah Code Book while serving as the custodian of public records of the City
- **Implemented improved technology integration for documents and transparency of government**
- Prepared and submitted staff reports, analysis, memoranda and other information necessary on a regular basis and as required by law, reports of finances, budget reviews
- Serve as a source of advice for the City council, consultants, and City staff. Coordinated information, resources, and team members as necessary to support a positive and productive environment
- Hosted and prepared all documents for the annual budget workshop

Chief Legislative Aide to State Representative | Florida House of Representatives

2002 - 2005

- **Bill drafting to create legislation, bill analyses, legislative reports, speeches, and office correspondence**
- **Supervised district, legislative and budgetary committee staff, drafting legislation and coordinating implementation with state agencies**
- Presented before state agencies, during speaking engagements, and at business meetings
- Briefed legislator on legislation, committees, state agency actions, and local/statewide affairs
- Prepared and performed press/public relations & quarterly newsletter
- **Worked closely with statewide officials, members of the legislature, local public officials, community leaders, associations, and businesses to establish sound public policy**

Education

Masters in Professional Management (MPS) and Public Administration (MPA)

2013 - 2017

St. Thomas University Miami Gardens, FL (expected date 6/2017)

B.A. Political Science

1998 - 2002

University of Florida, Gainesville, FL

- Minor in International Relations and Latin American Studies

Professional & Community Affiliations

2013- Present: Selective Service System -Local Board 66, Area Office 15
2011 – Present: International Institute of Municipal Clerks (IIMC)
2011 - Present: International City/County Management Association (ICMA) Member
2009 – Present: San Francisco FBI Citizens' Academy (Graduated Miami -Class XX)
2007 – Present: Chairman -Executive Board of the Somerset Charter K-12 Schools (52 schools- CA, DC, FL, NV & TX)
2012 – 2014: Cal-ICMA Coaching Program (Dr. Frank Benest)
2010 - 2012: National League of Citie's membership in the Postsecondary Success City Action Network (P-SCAN) and Mayors' Education Policy Advisors Network (EPAN)
2012 – 2015: California Municipal Clerks Associati
2010 - 2012: Miami-Dade Municipal Clerks Association (Ombudsman)
2008 – 2012: Citizens' Independent Transportation Trust Member Appointed by Miami Dade County Commissioner
2003 – 2007: Chairman- Executive Board of Mater Charter K-12 Schools (Miami-Dade and Broward, FL)
2000 – 2002: Volunteer Firefighter- High Springs (FL) Fire Dept. - assist with Emergency management and fires
2008 – 2012: Member of the Ana G. Mendez University System- South Florida Campus. Advisory Council
2008-Present: Miami Coalition Against Breed Specific Legislation –Director- Legislative & Media Affairs, Chair

Certification

Federal Emergency Management Institute (FEMA) National & Incident Management System Emmitsburg, Maryland
IS-800.B, National Response Framework
IS-700.A, National Incident Management System (NIMS) introduction
IS-100.B - Introduction to Incident Command System, ICS-100
IS-200.B – ICS for Single resources and Initial Action Incidents

Languages

English, Spanish, Portuguese & French

IV. Board Member Information Form

This form must be signed by a duly authorized representative of the applicant group and submitted with the application for a charter school.

Serving on a public charter school board is a position of public trust and fiduciary responsibility. As a board member of a public school, you are responsible for ensuring the quality of the school program, competent stewardship of public funds, and the school's fulfillment of its public obligations and all terms of its charter. The purposes of this questionnaire are: to give application reviewers a clearer introduction to the applicant team behind each school proposal in advance of the applicant interview, in order to be better prepared for the interview; and to encourage board members to reflect individually as well as collectively on their common mission, purposes, and obligations at the earliest stage of school development.

Each board member should complete this form individually, print and sign. Along with the completed, signed form, each board member should provide a resume, and a signed copy of the Statement of Assurances.

Where narrative responses are required, brief responses are sufficient. You may delete these instructions.

Background and Contact Information

1. Name of charter school on whose Board of Directors you intend to serve: Somerset Academy
2. Full name: Ana Cristina Diaz
Home Address _____
Business Name and Address: Pinecrest Preparatory Academy, 14301 SW 42nd Street, Miami, FL. 33175
Phone Number: (305) 207-1027
E-mail address: adiaz@somersetacademyschools.com
☒ Resume and professional bio are attached here.
☐ Resume and professional bio are attached elsewhere in the application (specify).
3. Indicate whether you currently or have previously served on a board of a school district, another charter school, a non-public school or any not-for-profit corporation. If yes, explain.
☐ Yes ☒ No
4. Indicate whether you currently or have previously served as the leader or on the leadership team of ANY school, regardless of type (charter/traditional/private, etc.). If you served at a charter school, include performance data on form IEPC-MI1. If you served in a position of leadership at a non-charter school, provide any relevant data related to academic performance of the school(s).
☒ Yes ☐ No

Principal of Pinecrest Preparatory Charter School – performance data attached

5. Why do you wish to serve on the board of the proposed charter school?

Serving on a charter school board gives me the opportunity to use my expertise in the area of school operations and academic achievement to support choice in education.

6. What is your understanding of the appropriate role of a public charter school board member?

Provide oversight for our school organizations and increase the likelihood of overall school and student success.

7. Describe any previous experience you have that is relevant to serving on the charter school's board (e.g., other board service). If you have not had previous experience of this nature, explain why you have the capability to be an effective board member.

EESAC Committee chairperson, Member of the Doral College Leadership Academy, Elementary School Principal

8. Describe the specific knowledge and experience that you would bring to the board.

As an educator for over 15 years, the knowledge and experience I bring to the board pertains to all school operations with specific expertise in the areas of Exceptional Student Education (ESE), Response to Intervention (RtI), curriculum and compliance, school leadership development, assessment data analysis, conflict resolution and professional development for educators and school leaders.

School Mission and Program

1. What is your understanding of the school's mission and guiding beliefs?

The school's mission is to provide a high-quality education for all students.

2. What is your understanding of the school's proposed educational program?

Somerset schools design innovative educational programs designed to meet the needs of the students they serve.

3. What do you believe to be the characteristics of a successful school?

Successful schools must have a shared vision that includes the school-wide focus on academic achievement.

4. As a board member, how will you monitor progress toward annual academic and financial/operational goals and objectives?

Periodic review of each individual school's academic goals which includes review of progress monitoring tools and standard assessment data.

5. What do you see as your role regarding the school leaders?

Interview and hire school leader, provide financial oversight, ensure adequate resources, support the school leader and assess his/her performance.

Governance

1. Describe the role that the board will play in the school's operation.

To provide oversight of school operations in line with the vision and mission of the school.

2. How will you know if the school is successful at the end of the first year of operation?

Review of academic data, budget review and financial standing, resolution of parent conflicts/concerns

3. How will you know at the end of four years of the school is successful?

Review of academic data, school achievement growth, review financial standing, review of stakeholder surveys.

4. What specific steps do you think the charter school board will need to take to ensure that the school is successful?

Develop policies that will enable charter schools to function effectively and efficiently keeping in mind the return on the investments that are made to achieve academic goals.

5. How would you handle a situation in which you believe one or more members of the school's board were acting unethically or not in the best interests of the school?

I would consult with the Board attorney.

6. If your school intends to contract with a third-party ESP:
a. Summarize your involvement in the selection process;

ESP organizations are reviewed annually to determine the effectiveness of the organization and the return on investment in terms of school success and academic achievement.

b. Explain your understanding of the legal relationship between yourself as a board member and the ESP; and

The ESP is contracted by the board to provide services that support the overall vision and mission of the school.

c. Indicate whether you have been involved in the review/negotiation of the management agreement.

I have been involved in the review of the ESP agreement through participation in the annual survey.

Disclosure

1. Indicate whether you or your spouse is an employee of a charter management organization.
☐ Yes ☒ No

If yes, please indicate when you (or your spouse) will end the relationship that poses this prohibited conflict.

Attestation

By signing this form, I hereby attest that I have read and understand the following provisions of Florida law relating to standards of conduct and financial disclosure and the restriction on the employment of relatives.

Standards of Conduct and Financial Disclosure (Section 1002.33(26), Florida Statutes)

- (a) *A member of a governing board of a charter school, including a charter school operated by a private entity, is subject to ss. [112.313](#)(2), (3), (7), and (12) and [112.3143](#)(3).*
- (b) *A member of a governing board of a charter school operated by a municipality or other public entity is subject to s. [112.3145](#), which relates to the disclosure of financial interests.*
- (c) *An employee of the charter school, or his or her spouse, or an employee of a charter management organization, or his or her spouse, may not be a member of the governing board of the charter school.*

Restriction on Employment of Relatives (Section 1002.33(24), Florida Statutes)

- (a) *This subsection applies to charter school personnel in a charter school operated by a private entity. As used in this subsection, the term:*
- 1. "Charter school personnel" means a charter school owner, president, chairperson of the governing board of directors, superintendent, governing board member, principal, assistant principal, or any other person employed by the charter school who has equivalent decisionmaking authority and in whom is vested the authority, or to whom the authority has been delegated, to appoint, employ, promote, or advance individuals or to recommend individuals for appointment, employment, promotion, or advancement in connection with employment in a charter school, including the authority as a member of a governing body of a charter school to vote on the appointment, employment, promotion, or advancement of individuals.*
 - 2. "Relative" means father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, or half sister.*
- (b) *Charter school personnel may not appoint, employ, promote, or advance, or advocate for appointment, employment, promotion, or advancement, in or to a position in the charter school in which the personnel are serving or over which the personnel exercises jurisdiction or control any individual who is a relative. An individual may not be appointed, employed, promoted, or advanced in or to a position in a charter school if such appointment, employment, promotion, or advancement has been advocated by charter school personnel who serve in or exercise jurisdiction or control over the charter school and who is a relative of the individual or if such appointment, employment, promotion, or advancement is made by the governing board of which a relative of the individual is a member.*
- (c) *The approval of budgets does not constitute "jurisdiction or control" for the purposes of this subsection.*

Certification

I hereby certify that the information contained in this document is true and complete to the best of my knowledge and that my service on the charter school governing board does not pose a prohibited conflict of interest. I certify that if the proposed charter school is approved, I hereby agree to notify the chair of the board at the charter school at which I will serve of any change that may create a conflict of interest, and if the change results in a prohibited conflict of interest I will resign from the Board. I have attached all required documents.

Name: Ana Diaz


Signature

1/5/2021

Date

Ana Cristina Diaz

9830 SW 118th Avenue
Mobile: (305) 519-4475
E-mail: diazana@dadeschools.net
adiaz.pinecrest@gmail.com

MISSION

To utilize my skills and areas of expertise to benefit student achievement and enhance the professional development of educators as a school site instructional leader.

EDUCATION

May 2006	Nova Southeastern University, Miami Florida Educational Leadership Certification
December 1998	University of Florida, Gainesville Florida Master of Education, Elementary Education
December 1997	University of Florida, Gainesville Florida Bachelor of Arts in Education, Elementary Education

PROFESSIONAL EXPERIENCE

June 2014 - Present	Principal Pinecrest Preparatory Academy Charter School Miami, Florida <ul style="list-style-type: none">• Serve as the chief administrator of the school in developing and implementing policies, programs, curriculum activities and budgets in a manner that promotes the educational development of each student.• Supervise and promote the professional development of all school personnel
December 2006- June 2014	Assistant Principal Pinecrest Academy South Campus Charter School Miami, Florida <ul style="list-style-type: none">• Served as a school site administrator and instructional leader responsible for managing the learning environment.
August 2005-December 2006	Reading Coach/Interim Lead Teacher Pinecrest Academy South Campus Charter School Miami, Florida <ul style="list-style-type: none">• Provided continuous professional development to improve teachers' ability to enhance students' achievement in literacy leadership to teachers.
August 1999-June 2005	Reading Coach/First Grade Teacher Caribbean Elementary Miami-Dade County Public Schools, Miami, Florida <ul style="list-style-type: none">• Responsible for the implementation of the Direct Instruction Reading Program including assessing student needs and monitoring student progress.• Served as First Grade Chairperson responsible for coordinating planning sessions and assessing curricular needs.

PROFESSIONAL AFFILIATIONS

May 2013 – Present	Director/Secretary Somerset Academy Inc. Board of Directors Miami, Florida <ul style="list-style-type: none">• Adopt policies to guide school operations and administration in monitoring progress toward achieving school goals.
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- Direct and oversee long-range planning of the educational program and facilities, keeping the focus on high student achievement.
- Hire outstanding educational leaders and hold them accountable for high student achievement and for the efficient operation of the school system.
- Approve budgets and secure financial support necessary to achieve the school's mission.
- Responsible for ensuring that Somerset schools provide a high-quality education for all students.

ACCREDITATIONS

Florida Professional Educator's Certificate

Caribbean Elementary EESAC Chairperson August 2003-June 2005

ESOL Endorsement

Educational Leadership Certification

TECHNICAL SKILLS

Proficient in Microsoft Windows, Microsoft Word, Microsoft Excel, Microsoft PowerPoint

Experience with Student Performance Indicator (SPI) Data

Bilingual: English/Spanish

Qualifications, duties and responsibilities relevant to school site administration:

- Develop the Master Schedule in accordance with the Miami-Dade County Public Schools Student Progression Plan.
- Serve as the Student Study Team (SST) member responsible for the implementation of the Response to Intervention (RtI) plan for instruction, progress monitoring and identification of students in need of additional support and possible referral for further evaluation.
- Develop professional growth presentations for teachers including:
 - The implementation of intensive intervention and progress monitoring for students
 - Reading instruction aligned to the latest research practices
 - Developing and assigning effective homework
 - Improving the accuracy and effectiveness of grading a student's ability to master state standards
- Observe and evaluate teacher performance through walk-through observations, grade level data chats and individual data chats.
- Plan and supervise supplementary services including after-school tutoring, pull-out tutoring and academic interventions.
- Identify and monitor the implementation of resources related to assessment data analysis.
- Interview and hire appropriate personnel.
- Plan and supervise school activities.
- Monitor the safety and security by coordinating student supervision.
- Serve as parent and teacher liaison responsible for resolving school related conflicts and concerns.
- Manage student discipline.
- Assists teachers with conflicts or concerns related to their profession.

IV. Board Member Information Form

This form must be signed by a duly authorized representative of the applicant group and submitted with the application for a charter school.

Serving on a public charter school board is a position of public trust and fiduciary responsibility. As a board member of a public school, you are responsible for ensuring the quality of the school program, competent stewardship of public funds, and the school's fulfillment of its public obligations and all terms of its charter. The purposes of this questionnaire are: to give application reviewers a clearer introduction to the applicant team behind each school proposal in advance of the applicant interview, in order to be better prepared for the interview; and to encourage board members to reflect individually as well as collectively on their common mission, purposes, and obligations at the earliest stage of school development.

Each board member should complete this form individually, print and sign. Along with the completed, signed form, each board member should provide a resume, and a signed copy of the Statement of Assurances.

Where narrative responses are required, brief responses are sufficient. You may delete these instructions.

Background and Contact Information

1. Name of charter school on whose Board of Directors you intend to serve Somerset Academy Inc
2. Full name Todd German
Home Address 22987 Redfish Lane, 33042
Business Name and Address Keys Wealth Management Key West, FL
Phone Number 305 942 1661
E-mail address tgerman@somersetacademyschools.com
- ☒ Resume and professional bio are attached here.
☐ Resume and professional bio are attached elsewhere in the application (specify). _____
3. Indicate whether you currently or have previously served on a board of a school district, another charter school, a non-public school or any not-for-profit corporation. If yes, explain.
☒ Yes ☐ No
Key West Collegiate Academy Board
4. Indicate whether you currently or have previously served as the leader or on the leadership team of ANY school, regardless of type (charter/traditional/private, etc.). If you served at a charter school, include performance data on form IEPC-MI1. If you served in a position of leadership at a non-charter school, provide any relevant data related to academic performance of the school(s).
☒ Yes ☐ No
5. Why do you wish to serve on the board of the proposed charter school?
In order to use my skills and expertise to help the organization succeed.
6. What is your understanding of the appropriate role of a public charter school board member?
To provide oversight and set policy
7. Describe any previous experience you have that is relevant to serving on the charter school's board (e.g., other board service). If you have not had previous experience of this nature, explain why you have the capability to be an effective board member.

Serve as member of another charter school governing board.

-
8. Describe the specific knowledge and experience that you would bring to the board.

School Mission and Program

1. What is your understanding of the school's mission and guiding beliefs?

To provide high quality education to ALL students, to provide access to high quality education to those who may not have it

-
2. What is your understanding of the school's proposed educational program?

To provide students with a rigorous, college prep program similar to that of Somerset Silver Palms

-
3. What do you believe to be the characteristics of a successful school?

positive school culture, high standards, financial stability

-
4. As a board member, how will you monitor progress toward annual academic and financial/operational goals and objectives?

By providing oversight, reviewing financials and academic data

-
5. What do you see as your role regarding the school leaders?

To provide support to them

Governance

1. Describe the role that the board will play in the school's operation.

Oversight, both financial and academic, decision making

-
2. How will you know if the school is successful at the end of the first year of operation?

Academic results and financial stability

-
3. How will you know at the end of four years of the school is successful?

Increasing student achievement, High performing status, no financial emergencies

-
4. What specific steps do you think the charter school board will need to take to ensure that the school is successful?

Oversight, continuous improvement,

-
5. How would you handle a situation in which you believe one or more members of the school's board were acting unethically or not in the best interests of the school?

Report this to the members of the board

-
6. If your school intends to contract with a third-party ESP:

- a. Summarize your involvement in the selection process;
- b. Explain your understanding of the legal relationship between yourself as a board member and the ESP; and
- c. Indicate whether you have been involved in the review/negotiation of the management agreement.

We hire the ESP and evaluate their performance yearly to determine if we are happy with their work. The ESP works for Somerset Academy.

Disclosure

1. Indicate whether you or your spouse is an employee of a charter management organization.

☐ Yes ☐ Yes ☐ No

If yes, please indicate when you (or your spouse) will end the relationship that poses this prohibited conflict.

Attestation

By signing this form, I hereby attest that I have read and understand the following provisions of Florida law relating to standards of conduct and financial disclosure and the restriction on the employment of relatives.

Standards of Conduct and Financial Disclosure (Section 1002.33(26), Florida Statutes)

- (a) *A member of a governing board of a charter school, including a charter school operated by a private entity, is subject to ss. [112.313](#)(2), (3), (7), and (12) and [112.3143](#)(3).*
- (b) *A member of a governing board of a charter school operated by a municipality or other public entity is subject to s. [112.3145](#), which relates to the disclosure of financial interests.*
- (c) *An employee of the charter school, or his or her spouse, or an employee of a charter management organization, or his or her spouse, may not be a member of the governing board of the charter school.*

Restriction on Employment of Relatives (Section 1002.33(24), Florida Statutes)

- (a) *This subsection applies to charter school personnel in a charter school operated by a private entity. As used in this subsection, the term:*
- “Charter school personnel” means a charter school owner, president, chairperson of the governing board of directors, superintendent, governing board member, principal, assistant principal, or any other person employed by the charter school who has equivalent decisionmaking authority and in whom is vested the authority, or to whom the authority has been delegated, to appoint, employ, promote, or advance individuals or to recommend individuals for appointment, employment, promotion, or advancement in connection with employment in a charter school, including the authority as a member of a governing body of a charter school to vote on the appointment, employment, promotion, or advancement of individuals.*
 - “Relative” means father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, or half sister.*
- (b) *Charter school personnel may not appoint, employ, promote, or advance, or advocate for appointment, employment, promotion, or advancement, in or to a position in the charter school in which the personnel are serving or over which the personnel exercises jurisdiction or control any individual who is a relative. An individual may not be appointed, employed, promoted, or advanced in or to a position in a charter school if such appointment, employment, promotion, or advancement has been advocated by charter school personnel who serve in or exercise jurisdiction or control over the charter school and who is a relative of the individual or if such appointment, employment, promotion, or advancement is made by the governing board of which a relative of the individual is a member.*
- (c) *The approval of budgets does not constitute “jurisdiction or control” for the purposes of this subsection.*

Certification

I hereby certify that the information contained in this document is true and complete to the best of my knowledge and that my service on the charter school governing board does not pose a prohibited conflict of interest. I certify that if the proposed charter school is approved, I hereby agree to notify the chair of the board at the charter school at which I will serve of any change that may create a conflict of interest, and if the change results in a prohibited conflict of interest I will resign from the Board. I have attached all required documents.

Name: Todd German


Signature

1/5/2021

Date

Todd German

Todd was born in Augsburg, Germany while his father was serving in the U.S. Army. Raised in Virginia Beach, Todd has been a resident of the Florida Keys for 20 years and has lived in Key West since 1996.

As a young man, Todd enlisted in the U.S. Army on his 18th birthday serving in the 82nd Airborne and 7th Special Forces at Ft. Bragg, N.C.

Professionally, Todd is an Investment Advisor and partner in Keys Wealth Management, a private investment management firm.

Since arriving on the island, he has immersed himself in leadership roles in the arts, civic activities and the business community.

Most recently, Todd is the President of the Key West Collegiate School, Chairman of Hometown PAC, Board Member of Somerset Academy Inc. and member of the Key West Citizen Editorial Board.

His past volunteer time was spent as the President of the Key West Business Guild, Vice Chair of the Community Foundation, President of the Montessori Charter Elementary School, Chair of the Key West Citizen's Review Board, and former President of the Key West Botanical Garden Society.

Todd is a graduate of Leadership--Monroe County, the Key West Ambassador Program and the Key West Citizen's Police Academy. He holds memberships in all the associations promoting business in Key West--the Attractions, Lodging, Innkeeper's and Realtor's Associations.

His daughter Valerie, an Ultra Marathoner, is currently an Internal Medicine resident at Eastern Virginia Medical School.

IV. Board Member Information Form

This form must be signed by a duly authorized representative of the applicant group and submitted with the application for a charter school.

Serving on a public charter school board is a position of public trust and fiduciary responsibility. As a board member of a public school, you are responsible for ensuring the quality of the school program, competent stewardship of public funds, and the school's fulfillment of its public obligations and all terms of its charter. The purposes of this questionnaire are: to give application reviewers a clearer introduction to the applicant team behind each school proposal in advance of the applicant interview, in order to be better prepared for the interview; and to encourage board members to reflect individually as well as collectively on their common mission, purposes, and obligations at the earliest stage of school development.

Each board member should complete this form individually, print and sign. Along with the completed, signed form, each board member should provide a resume, and a signed copy of the Statement of Assurances.

Where narrative responses are required, brief responses are sufficient. You may delete these instructions.

Background and Contact Information

1. Name of charter school on whose Board of Directors you intend to serve Somerset Academy, Inc.
2. Full name Bernard Kimmel
3. Home Address 20801 Johnson Street
Business Name and Address Somerset Academy, Inc. 20801 Johnson Street Pembroke Pines, FL
Phone Number (786) 393-4455
E-mail address info@somersetacademyschools.com
- ☒ Resume and professional bio are attached here.
☐ Resume and professional bio are attached elsewhere in the application (specify). _____
4. Indicate whether you currently or have previously served on a board of a school district, another charter school, a non-public school or any not-for-profit corporation. If yes, explain.
☐ YES ☐ NO
I served on the Palm Beach County School Board (1972-1980)
5. Indicate whether you currently or have previously served as the leader or on the leadership team of ANY school, regardless of type (charter/traditional/private, etc.). If you served at a charter school, include performance data on form IEPC-MI1. If you served in a position of leadership at a non-charter school, provide any relevant data related to academic performance of the school(s).
☐ NO
6. Why do you wish to serve on the board of the proposed charterschool?
To provide any service, information or assistance in any way to improve the education of our youth.

7. What is your understanding of the appropriate role of a public charter school board member?
To oversee and provide leadership in the operation of its member schools.

8. Describe any previous experience you have that is relevant to serving on the charter school's board (e.g., other board service). If you have not had previous experience of this nature, explain why you have the capability to be an effective board member.
Served on the board of JFK Charter School as President. In addition, other experience noted on bio which will transcend into this capacity.

9. Describe the specific knowledge and experience that you would bring to the board. See # 7 Above.
Knowledge of the workings of public education in the State of Florida during my 8 years on the PBC School Board and my 4 years in the Florida State Legislature.

School Mission and Program

1. What is your understanding of the school's mission and guiding beliefs?
The vision of Somerset Academy, Inc. is to provide equitable, high-quality education that promotes a culture that maximizes student achievement and fosters the development of accountable, 21st century learners.

2. What is your understanding of the school's proposed educational program?
The program will implement the "neighborhood" school paradigm in its management structure to consistently maintain connection to each individual student. Students can excel, parents and communities are involved in the process, and everyone is accountable for results. The school will boast a common philosophy of high expectations for all, a commitment to educational excellence, a unique student code of excellence and discipline, an expectation of parental involvement, and a collaborative infrastructure.

3. What do you believe to be the characteristics of a successful school?
Professional operation by qualified personnel with expected outcomes in the education of its students.

4. As a board member, how will you monitor progress toward annual academic and financial/operational goals and objectives?
By overseeing on a regular basis that the school is meeting the goals set by the board.

5. What do you see as your role regarding the school leaders?
By assisting with the expertise I have in the decision making regarding operation of the schools.

Governance

1. Describe the role that the board will play in the school's operation.
By oversight of the financial, education and results of the institution.

2. How will you know if the school is successful at the end of the first year of operation?
By whether the school meets expected educational goals within financial constraints.

3. How will you know at the end of four years of the school is successful?
By the successful educational goals set within the schools calendar.

4. What specific steps do you think the charter school board will need to take to ensure that the school is successful?
By providing qualified educators in a friendly setting with adequate funding.

5. How would you handle a situation in which you believe one or more members of the school's board were acting unethically or not in the best interests of the school?

First would be counseling of the member or members, then oversight to ensure compliance, and if necessary, replacement.

-
6. If your school intends to contract with a third-party ESP:
- a. Summarize your involvement in the selection process; N/A – I just joined this board
 - b. Explain your understanding of the legal relationship between yourself as a board member and the ESP; and
 - c. Indicate whether you have been involved in the review/negotiation of the management agreement.

The ESP serves the board to provide education support services to the school – they do not oversee the school. The ESP is constantly under review for compliance and ensuring interest of the schools and students.

Disclosure

1. Indicate whether you or your spouse is an employee of a charter management organization
- ☐ ☐ **NO**

Attestation

By signing this form, I hereby attest that I have read and understand the following provisions of Florida law relating to standards of conduct and financial disclosure and the restriction on the employment of relatives.

Standards of Conduct and Financial Disclosure (Section 1002.33(26), Florida Statutes)

- (a) *A member of a governing board of a charter school, including a charter school operated by a private entity, is subject to ss. [112.313](#)(2), (3), (7), and (12) and [112.3143](#)(3).*
- (b) *A member of a governing board of a charter school operated by a municipality or other public entity is subject to s. [112.3145](#), which relates to the disclosure of financial interests.*
- (c) *An employee of the charter school, or his or her spouse, or an employee of a charter management organization, or his or her spouse, may not be a member of the governing board of the charter school.*

Restriction on Employment of Relatives (Section 1002.33(24), Florida Statutes)

- (a) *This subsection applies to charter school personnel in a charter school operated by a private entity. As used in this subsection, the term:*
- 1. "Charter school personnel" means a charter school owner, president, chairperson of the governing board of directors, superintendent, governing board member, principal, assistant principal, or any other person employed by the charter school who has equivalent decisionmaking authority and in whom is vested the authority, or to whom the authority has been delegated, to appoint, employ, promote, or advance individuals or to recommend individuals for appointment, employment, promotion, or advancement in connection with employment in a charter school, including the authority as a member of a governing body of a charter school to vote on the appointment, employment, promotion, or advancement of individuals.*
 - 2. "Relative" means father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, or half sister.*
- (b) *Charter school personnel may not appoint, employ, promote, or advance, or advocate for appointment, employment, promotion, or advancement, in or to a position in the charter school in which the personnel are serving or over which the personnel exercises jurisdiction or control any individual who is a relative. An individual may not be appointed, employed, promoted, or advanced in or to a position in a charter school if such appointment, employment, promotion, or advancement has been advocated by charter school personnel who serve in or exercise jurisdiction or control over the charter school and who is a relative of the individual or if such appointment, employment, promotion, or advancement is made by the governing board of which a relative of the individual is a member.*
- (c) *The approval of budgets does not constitute "jurisdiction or control" for the purposes of this subsection.*

Certification

I hereby certify that the information contained in this document is true and complete to the best of my knowledge and that my service on the charter school governing board does not pose a prohibited conflict of interest. I certify that if the proposed charter school is approved, I hereby agree to notify the chair of the board at the charter school at which I will serve of any change that may create a conflict of interest, and if the change results in a prohibited conflict of interest I will resign from the Board. I have attached all required documents.

Name: Bernard Kimmel

Bernard Kimmel

Signature

1/5/2021

Date

Dr. Bernard Kimmel

Bernard Kimmel (born November 18, 1926) is a physician and former politician in the state of Florida.

Kimmel was born in Highland Park, Michigan. He attended public school in Royal Oak Michigan, graduating high school in 1944. He served in the United States Navy (1944-46) during World War II in the Pacific Theater. He attended Ohio Wesleyan University and the University of Michigan where he earned a M.D. Degree in Medicine.

Mayo School of Physical Therapy 1950/1952 Degree in Physical Therapy
Toledo Hospital, Toledo Ohio 1956/1957 Medical Internship
1957 to 1997 continuous Family Medical Practice in West Palm Beach

On staff over years of St. Mary's Hospital, Good Samaritan Hospital, John F. Kennedy Hospital, Doctor's Hospital, Pine Ridge Hospital

President of Palm Beach County Medical Society 1972/1973
President of Family Practice Academy State of Florida 1980/1981
Family Practitioner of the Year, State of Florida 1985
Member Palm Beach County School Board 1972/1980 Chairman 2 years
Member Florida House of Representatives 1980/1982 and 1984/1986
Member Palm Beach Community College Board 1986/1990
Team Physician Forest Hill High School 1957/1985
Retired 1997
President of Board of JFK Charter School 2008/2016

IV. Board Member Information Form

This form must be signed by a duly authorized representative of the applicant group and submitted with the application for a charter school.

Serving on a public charter school board is a position of public trust and fiduciary responsibility. As a board member of a public school, you are responsible for ensuring the quality of the school program, competent stewardship of public funds, and the school's fulfillment of its public obligations and all terms of its charter. The purposes of this questionnaire are: to give application reviewers a clearer introduction to the applicant team behind each school proposal in advance of the applicant interview, in order to be better prepared for the interview; and to encourage board members to reflect individually as well as collectively on their common mission, purposes, and obligations at the earliest stage of school development.

Each board member should complete this form individually, print and sign. Along with the completed, signed form, each board member should provide a resume, and a signed copy of the Statement of Assurances.

Where narrative responses are required, brief responses are sufficient. You may delete these instructions.

Background and Contact Information

1. Name of charter school on whose Board of Directors you intend to serve Somerset Academy, Inc.
2. Full name Brian Matthew Cox
Home Address 15407 Forest Land, San Antonio, TX 78232
Business Name and Address Kimley-Horn, 601 NW Loop 40, Suite 350, SA, TX 78216
Phone Number 210 632 2148
E-mail address bmatthewcox@gmail.com

- ☐ Resume and professional bio are attached here.
☐ Resume and professional bio are attached elsewhere in the application (specify). _____

3. Indicate whether you currently or have previously served on a board of a school district, another charter school, a non-public school or any not-for-profit corporation. If yes, explain.

☒ Yes ☒ No

- A Somerset Texas Charter (local Board) School (Brooks Academies)
4. Indicate whether you currently or have previously served as the leader or on the leadership team of ANY school, regardless of type (charter/traditional/private, etc.). If you served at a charter school, include performance data on form IEPC-MI1. If you served in a position of leadership at a non-charter school, provide any relevant data related to academic performance of the school(s).

☐ Yes ☒ No

5. Why do you wish to serve on the board of the proposed charter school?

I am a strong proponent of excellent education options and this is my way of

6. What is your understanding of the appropriate role of a public charter school board member?

One of oversight to maintain integrity & accountability of school leader.

7. Describe any previous experience you have that is relevant to serving on the charter school's board (e.g., other board service). If you have not had previous experience of this nature, explain why you have the capability to be an effective board member.

Have previously served and continue to do so on a Somerset Texas Charter School Board.

8. Describe the specific knowledge and experience that you would bring to the board.

I am a TX registered civil engineer and bring land development and project management experience.

School Mission and Program

1. What is your understanding of the school's mission and guiding beliefs?

One that focuses on graduating productive and caring students into a global society.

2. What is your understanding of the school's proposed educational program?

One that maintains top rankings in the learning community.

3. What do you believe to be the characteristics of a successful school?

Equal education (excellent education) is available to all students across all demographics.

4. As a board member, how will you monitor progress toward annual academic and financial/operational goals and objectives?

Work closely with the School leader & the school's support company to oversee and monitor progress monthly. (service provider)

5. What do you see as your role regarding the school leaders?

One of oversight and accountability and transparency.

Governance

1. Describe the role that the board will play in the school's operation.

Set mission & vision, develop a strategic plan, maintain financial responsibility of funding, hire school leader, etc.

2. How will you know if the school is successful at the end of the first year of operation?

Did we achieve the goals we set out for our self as part of strategic planning

3. How will you know at the end of four years of the school is successful?

Similar to #2 and ensure we are on a positive trend upwards. (budget, test scores, graduates etc.)

4. What specific steps do you think the charter school board will need to take to ensure that the school is successful?

Primary objective is to have a great School leader who is onboard w/ mission & vision.

5. How would you handle a situation in which you believe one or more members of the school's board were acting unethically or not in the best interests of the school?

I would first talk with other members of the board and suggest appropriate action be taken to investigate my allegations.

6. If your school intends to contract with a third-party ESP:

a. Summarize your involvement in the selection process;

b. Explain your understanding of the legal relationship between yourself as a board member and the ESP; and

c. Indicate whether you have been involved in the review/negotiation of the management agreement.

a. ESP was on board when I joined b. ESP works for the Board, not the School leader

Disclosure

1. Indicate whether you or your spouse is an employee of a charter management organization.

☐ Yes ☐ Yes

No to both

c. Was not involved in the current contract.

If yes, please indicate when you (or your spouse) will end the relationship that poses this prohibited conflict.

n/a

Attestation

By signing this form, I hereby attest that I have read and understand the following provisions of Florida law relating to standards of conduct and financial disclosure and the restriction on the employment of relatives.

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 - “Relative” means father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, or half sister.*
- (b) *Charter school personnel may not appoint, employ, promote, or advance, or advocate for appointment, employment, promotion, or advancement, in or to a position in the charter school in which the personnel are serving or over which the personnel exercises jurisdiction or control any individual who is a relative. An individual may not be appointed, employed, promoted, or advanced in or to a position in a charter school if such appointment, employment, promotion, or advancement has been advocated by charter school personnel who serve in or exercise jurisdiction or control over the charter school and who is a relative of the individual or if such appointment, employment, promotion, or advancement is made by the governing board of which a relative of the individual is a member.*
- (c) *The approval of budgets does not constitute “jurisdiction or control” for the purposes of this subsection.*

Certification

I hereby certify that the information contained in this document is true and complete to the best of my knowledge and that my service on the charter school governing board does not pose a prohibited conflict of interest. I certify that if the proposed charter school is approved, I hereby agree to notify the chair of the board at the charter school at which I will serve of any change that may create a conflict of interest, and if the change results in a prohibited conflict of interest I will resign from the Board. I have attached all required documents.

Name: Matthew B. Cox

Matt Cox

Signature

01/21/2021

Date

Brian Matthew Cox, P.E. (Matt)

15407 Forest Land, San Antonio, TX 78232 | (210) 321-3435 | matt.cox@kimley-horn.com | City of San Antonio District 10

Education

BACHELOR OF SCIENCE | 2001 | UNIVERSITY OF NORTH CAROLINA AT CHARLOTTE

- Major: CIVIL ENGINEERING

Experience

PRACTICE BUILDER | KIMLEY-HORN AND ASSOCIATES, INC. | APRIL 2003 - CURRENT

- Matt is a Practice Builder at Kimley-Horn whose focus is land development, primarily for private sector clients. He began his career with Kimley-Horn in Charlotte, NC and moved to San Antonio in March 2014. With more than 15 years of experience, Matt provides a full range of relevant civil engineering experience around his practice in the City of San Antonio. His technical experience includes stormwater management system design, utility design, site planning, grading and drainage, permitting, and plan production. He has managed multiple land development projects from inception to completion of construction and is accustomed to coordinating multiple design efforts with the entire project team with accelerated schedules. As a Practice Builder Matt is responsible for:
 - Successfully marketing new clients and projects.
 - Managing client expectations, his internal production team, and ensuring quality service with the goal of producing an innovative and creative solution on time and on budget.
 - Providing an environment for his staff to flourish, by helping others grow their technical expertise, interpersonal skills, business development skills, and leadership ability.

ENGINEER IN TRAINING | DUKE ENGINEERING AND SERVICES | MAY 2001 – APRIL 2003

- Matt was an Engineer-in-training at Duke Engineering and Services in Charlotte, NC where his focus was on water and wastewater solutions for new gas-fired energy facilities. Matt spent over 12 months of the 23 months at Duke in the field observing construction on water and wastewater projects.

Boards and Committees

BROOKS ACADEMY CHARTER SCHOOL BOARD | AUGUST 2016 - CURRENT

- Matt serves on the local school board for Brooks Academy charter schools, with its flagship K-12 campus on Brooks City Base and a second K-10 campus, Brooks Collegiate Academy (BCA), located at the previous campus of Cornerstone Christian Academy on Vance Jackson. Brooks Academy also has two other San Antonio area elementary schools. The Brooks Academy School District provides equitable, high-quality education for all students with plans for future growth. His daughter currently attends BCA.

PLANNING COMMISSION TECHNICAL ADVISORY COMMITTEE | MARCH 2017 - CURRENT

- Matt was voted onto the PCTAC in 2017. Matt has a passion for serving the City and working to shape development policy to fuel future growth.

SA CLIMATE READY STEERING COMMITTEE | FEBRUARY 2018 – CURRENT

- As a representative of the Real Estate Council of San Antonio, Matt was selected to join the City's Office of Sustainability Steering Committee to aid in the City's efforts to create a Climate Adaptation and Action Plan to better prepare our City for the changing climate.

Organizational and Community Involvement

REAL ESTATE COUNCIL OF SAN ANTONIO

- Matt completed the 2016-2017 Leadership Development Class and lead the class through the 2017 Clay Shoot Fundraiser.
- He served on the 2016 and 2017 Golf Tournament Planning Committee, serves on the 2017-2018 Leadership Development Class Planning Committee, and serves on the Water Quality Task Force working with Jacob Powell and Nefi Garza at the TCI.

URBAN LAND INSTITUTE, SAN ANTONIO

- Matt served on the 2017 ULI Golf Tournament Planning Committee, serves on the 2017-2018 Programs Committee, is Chairman of a sub-committee for lunch-and-learns, and serves on the 2018 Golf Tournament Planning Committee.

CASTLE HILLS CHURCH, CASTLE HILLS

- Matt currently serves as a small group Bible study leader for sixth grade boys and a deacon, the group primarily responsible for serving the physical needs of the church, at Castle Hills Church.
- He has previously served as Part-time Adult Bible Study teacher and as First Impressions Director on Sunday mornings.