

Board Meeting Minutes

Board of Directors Meeting
March 23, 2021 • 7:00pm
Digital Meeting via Zoom
Pinellas Preparatory Academy
2300 S. Belcher Road, Largo

- I. Call To Order: 7:01pm
- II. Public Comment: none
- III. Roll Call
 - Scott Craver: Board Chairman
 - William Delgado: Board Vice Chairman
 - Nathan Weatherilt: Board Treasurer
 - Theresa Jacobowitz: Board Secretary
 - John Foss: Board Member
 - Mia Cloud: Board Member
 - Kristin Vollmer: K-8 Principal
 - Amanda Matsumoto-Roberts: Director of Business Operations
- IV. Approval of Minutes

Motion: Scott Craver **To accept the February 2021 Board Meeting minutes as presented with corrections as discussed.**

Second: William Delgado

Passed: Unanimous

- V. Reports
 - Administrative Report: Presented by Kristin Vollmer
 - Curriculum: Both Schools - No Changes.
 - Student Enrollment: Primary 323, Prep 434
 - Gearing up for end of the year assessments. FSA's begin April 6th. NWEA's begin at the end of this week.
 - 6th grade is going to Kennedy Space Center.
 - We have secured the same location Calvary Church in Clearwater for 8th grade graduation.
 - We have entered into hiring season. There is a committee of staff members that have been helping with the interview process.
 - Facilities Report: Presented by Steve Tye
 - No issues with the building. Keeping up with repairs.
 - Annual Safety and Health Inspection on April 1.
 - Semi-annual sprinkler inspection was last week: no discrepancies.
 - Staff Report: none
 - PTEG Report: Presented by Stacey Borst
 - Joto's spirit night next Tuesday
 - Online auction April 18-24th. Looking for items/sponsorships.
 - Financial Report: Presented by Nathan Weatherilt and Amanda Matsumoto-Roberts
 - Provide and Review Detail Report

- Bottom line has started to turn- performance of schools are shaping up as expected and compared to budget.
- Grant submission will be the end of the quarter to get the rest of the CARES funds.
- PPP Update: Conversation at the bank last week. SBA has been slow but expected within 30 days.

Motion: Scott Craver **To accept the February 2021 financials as presented.**

Second: Nathan Weatherilt

Passed: Unanimous

VI. Committee Updates

- Tech Committee: Presented by William Delgado
 - Committee met today
 - New staff hired to train teachers on technology
 - Microsoft Teams quick tips and considering for phone system/dial in numbers
 - Discussed One Note sync issues
 - New DVR-consolidating to 1 unit.
- Personnel Committee: did not meet
- Board Development Committee: Presented by Scott Craver
 - New application for Denia Pelayo.
 - Recommending to Board that we approve the application.
 - Denia was not available for the meeting tonight but has attended several of our prior board meetings.

Motion: Scott Craver **Motion to accept the application for Denia Pelayo as a new Board Member.**

Second: John Foss

Passed: Unanimous

- Building and Grounds Committee: Presented by Amanda Matsumoto-Roberts
 - Gymnasium Project:
 - Gym committee continues to meet weekly
 - 3 rounds of checks have been paid
 - Scott will receive the next batch to sign off on this week
 - The link to purchase bricks for the gym was shared with families in the March 19th newsletter
 - Small Scale Site review application was submitted to Largo on March 16th. The reviews are due in 2 weeks.
 - Permit application was submitted today
 - Construction to start end of April or beginning of May.
 - Anyone who enters the campus will be Level 2 screened
 - Hiring a security guard to stand at gate to let parents in as needed

VII. Old Business

- School Merger: Presented by Amanda Matsumoto-Roberts
 - According to PCSB's attorney the contract will be on the April PCSB Agenda

VIII. Miscellaneous: none

IX. New Business:

- Board bylaws
 - Only change was to remove the word "Superintendent" and replace it with "Administration"

Motion: Scott Craver **To accept the changes to the bylaws as presented.**

Second: William Delgado

Passed: Unanimous

- Annual Accountability Report- Annual Accountability Reports for both schools were submitted before Spring Break
- Alyssa's Law
 - We have entered a contract with Centegix to begin installing strobes in all classrooms and preparing our panic button system.
 - We are mandated by law to have a mobile panic button in every employee's hands by the start of 21-22.
 - The system with Centegix is cost effective, state approved, and provides a key fob system for every employee, a strobe light in every room, links with our intercom systems, and connects with all devices on our campus.
 - Kris is currently working with the Centegix Tech Dept to ensure we are prepared when the equipment arrives.
- 2021-2022 Budget
 - Combined budget planning for the schools to be merged
 - Took previous year's budget and year prior
 - Additional income due to 2 classes
 - Salary increases and teacher steps included in budget
 - Anticipated decrease in FTE – rumors of 5-8%
 - Increased cost related to gym factored in

Motion: Scott Craver **To approve the 2021-2022 budget as presented.**

Second: Mia Cloud

Passed: Unanimous

X. Other

Motion: Scott Craver **To adjourn the meeting at 7:36pm.**

Second: Nathan Weatherilt

Passed: Unanimous

Signature:  4/30/2021
Name: Scott Craver
Title: Chairman of Board of Directors