



PPA BOARD OF DIRECTORS MEETING MINUTES
March 15, 2016

Attendance: Scott Craver, Penny Yanacheck, William Delgado, Nathan Weatherilt, Amanda Matsumoto (Principal, Pinellas Preparatory Academy), Nancy Walker (Principal, Pinellas Primary Academy)

Public Comment: N/A

Meeting Called to Order: 7:07 pm

Approval of Minutes:

Motion Scott Craver: To approve minutes as presented. **Seconded** William Delgado **Passed** – Unanimous

Reports:

Administrative Report (presented by Amanda Matsumoto)

- Curriculum:
 - Grades closed on Friday (both schools)
 - Report cards will be posted after Spring Break (both schools)
 - Reading consultant Hattie Brown did walkthroughs in Primary and will be making recommendations on ramping up the teaching rigor for higher level readers to better testing scores.
- Personnel:
 - Ms. Crosa's last day was February 28, 2016. Ms. Delcour has been hired to finish the 2015/2016 school year as the 7th grade ELA teacher. Ms. Delcour is certified and in field.
 - Mrs. Johnson began March 15, 2016 as Ms. Smith's long term sub. Ms. Smith will be out the remainder of the year on maternity leave.
- Student Enrollment:
 - Prep is at 100% enrollment
 - Primary has one opening in 3rd grade. This spot will not be filled as there are enough current 3rd grade students to fill all of next year's 4th grade seats.
- School Events (non-PTEG events):
 - There was an internet safety presentation for middle school parents earlier this evening.
 - Primary celebrated Dr. Seuss's birthday with week-long activities.
 - Prep is participating in Spirit Week this week. Students paid for NUT days, and approximately \$2,000 has been raised for the Children's Cancer Center.
- Other Items:
 - Due to a large volume of agenda items, Primary's charter renewal date was changed to the April 26th PCSB meeting.



Facilities Report (presented by Steve Tye)

- Annual fire safety inspection by the City of Largo took place – no issues
- During Spring Break the court lights will be installed, and HVAC maintenance will take place on the Prep side of the building
- Mr. Tye has received an estimate to replace the submersible pump for the building. He will review the repair and costs with Mrs. Walker.

Staff Report – N/A

PTEG Report (presented by John Foss)

- February 19th – Snack Attach provided for staff. PTEG is planning monthly staff appreciation events.
- The profit from the annual auction was \$24,200
- March 19th – Kid's Car Show in the PPA parking lot
- April 19th – Sonny's Spirit Day
- May – PPA Quarterly General Meeting – elections & multi-cultural night
- PTEG is considering providing the Ident-A-Kid program at an upcoming meeting. More info to follow.

CPA Report

- Unrestricted Cash for the period ending February 29, 2016 is up \$138K over prior year ended:
 - Unrestricted cash – Primary \$723K
 - Unrestricted cash – Prep \$784K
- Restricted cash is up \$25K over prior year ending to \$861K
- Total reconciled cash at February 29, 2016: \$2.4M
- Due from Preparatory to Primary total: approximately \$93K relates to payroll (timing of funding from Primary to Prep following payroll and or shared expense allocations).
- Current operating budget was approved by Board June 16, 2015.
- The semi-annual budget amendment is being presented to the board for approval.
- District Compliance:
 - February 2016 financial statements issued to Pinellas School district on 3/5/16.
- Debt covenant updates:
 - None at this time
- Tax matters:
 - None at this time
- Audit matters:
 - None at this time
- Long term debt balance at February 29, 2015: \$8.7M
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Committee Updates

- Tech Committee – did not meet
- Personnel Committee – did not meet
- Board Development Committee – did not meet
- Buildings and Ground Committee – did not meet

Old Business –

- Chuck Catonese has agreed to review bond documents
- Board education
 - Possible seminar regarding charter financing
 - Almost 2 years since last board member training

Miscellaneous -

New Business –

- Use of PPA logo for fundraising activities – tabled until April Board meeting.
- Development of a use of logo policy – tabled until April Board meeting.

Other –

- Principals asked to include links for general Charter information be included in their weekly email to parents.

Motion Scott Craver: To adjourn. **Seconded** Penny Yanacheck **Passed** – Unanimous

Adjourned – 7:39 p.m.

Approval of Minutes:

Date: _____

Signed: _____

Title: _____