

## Board Meeting Minutes

Board of Directors Meeting  
October 27th, 2020 • 7:00pm  
Digital Meeting via Zoom  
Pinellas Preparatory Academy  
2300 S. Belcher Road, Largo

I. Call To Order: 7:03pm

II. Public Comment

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

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**Motion:** Scott Craver To approve the minutes of September 22, 2020 board meeting minutes as presented.

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**Second:** John Foss

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**Passed:** Unanimous

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V. Reports

- Administrative Report
  - Kristin Vollmer:
    - Return to school - second quarter went from 50% to about 75-80% in person.
    - 1<sup>st</sup> day of second quarter. Some hiccups, tech needs to be placed back in classrooms and Teams not working the correct way but everyone did really well. Kids seemed happy to be back. Some concern about kids who are still innovative but not doing well in classes.
    - Working on streamlining of information with the lead teacher team.
    - Teacher's expressed a want to know the board agenda/posted early so they can speak during open comments.
    - No changes in curriculum
    - Full enrollment
  - Amanda Matsumoto-Roberts
    - Renegotiating contract for lunch program. School Board wants to make changes. They no longer want to provide staff for program but don't want to change cost.
    - Submitted to district to continue hybrid option through end of school year but cannot be granted at this time. We can amend charter or merge 2 schools to continue hybrid option. Decision by county school board to extend innovative option depends on expiration of executive order timing.
      - Conversations with Shawn Arnold. Pros and Cons to merging.
        - Cost savings and less reporting if we merge schools.
    - 1<sup>st</sup> step is a letter of intent. Then begin negotiation of contract.

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**Motion:** Scott Craver To move forward with the process of merging Pinellas Preparatory and Pinellas Primary into 1 school/charter contract.

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**Second:** Mia Cloud

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**Passed:** Unanimous

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- Facilities Report: Amanda Matsumoto-Roberts
  - Playground open and being sanitized
- Staff Report: none

- PTEG Report: Jamie Robinson, PTEG President
  - Two spirit night fundraisers in past month: Tijuana Flats and Sonny's BBQ. Both well attended.
  - Two business sponsors: Cloud Law Firm and Jordan Pools.
- Financial Report
  - Provide and Review Detail Report
    - Net income was down. COVID related expenses incurred up front which grants will reimburse (approximately \$180k). State changed reporting process so we are able to submit for CARES Grant quarterly. Submitting a large portion at the end of this week and expect reimbursement within 30 days

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**Motion:** Scott Craver                      **To accept the September 2020 financials as presented.**

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**Second:** Nathan Weatherilt

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**Passed:**

VI. Committee Updates

- Tech Committee: William Delgado
  - Met several times. Doing updates in the system, addressing slow internet, updating operating system, optimizing firewall.
  - Internet upgraded and so were Wifi hubs.
  - Working on Teams to make sure classes/students are up and running.
- Personnel Committee: Scott Craver
  - Conversations with Shawn Arnold regarding state budget, tax revenue dollars. Florida has policy requirement that budget has zero deficit, has to be balanced. Many state budget decisions were made prior to COVID. Starting conversations at state level and discussing cuts including to education. May lead to funding cuts mid-year.
    - Discussed condition and asked Amanda to consider ways to address a funding cut. Don't know of any coming for sure but want to be prepared if it does happen. Amanda has formulated several plans based on a possible percentage decrease.
- Board Development Committee: did not meet
- Buildings and Grounds: Amanda Matsumoto-Roberts
  - Steve and Amanda met with Bill Icely in early October. During the meeting the concept map was solidified.
  - Bill has sent out an RFP for design: architectural design, structural design, mechanical, electrical, plumbing, and fire protection design.
  - Proposals are due November 12th. They will be emailed to board members so we can vote at the November 17th meeting.

VII. Old Business

VIII. Miscellaneous

IX. New Business

X. Other

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**Motion:** Scott Craver                      **To adjourn the meeting at 7:39pm.**

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**Second:** Nathan Weatherilt

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**Passed:** Unanimous

11/19/2020

Signature:  \_\_\_\_\_

Name: Scott Craver

Title: Chairman of Board of Directors