

Board Meeting Minutes

Board of Directors Meeting
July 28, 2020 • 7:00pm
Digital Meeting via Zoom
Pinellas Preparatory Academy
2300 S. Belcher Road, Largo, FL

I. Call To Order: 7:08pm

II. Public Comment: none

III. Roll Call

- Scott Craver: Board Chairman
- William Delgado: Board Vice Chairman
- Nathan Weatherilt: Board Treasurer
- Theresa Jacobowitz: Board Secretary
- Mia Cloud: Board Member
- John Foss: Board Member
- Amanda Matsumoto-Roberts: 2019-2020 Prep Principal/2020-2021 Director of Business Operations
- Kristin Vollmer: 2020-2021 K-8 Principal

IV. Approval of Minutes

Motion:	Scott Craver	To approve the minutes for the June 23, 2020 Board Meeting and July 10, 2020 Special Board Meeting Minutes
Second:	William Delgado	
Passed:	Unanimous	

V. Reports

- Administrative Report: Presented by Kristin Vollmer and Amanda Matsumoto-Roberts
 - Kristin Vollmer:
 - Instructional Program:
 - Curriculum: Both Schools:
 - No changes
 - Student Enrollment: Both schools will open 2020-2021 Full
 - Faculty:
 - All instructional positions except for the School Counselor have been filled.
 - Currently seeking BAC counselors, a long term math substitute, and substitutes for the 20-21 school year
 - Additional Information:
 - We have approximately 50% of our students enrolled in the innovative option. At this time no changes can be made.

- All meet and greets and orientations excluding kindergarten will be virtual. Kindergarten will be have a virtual presentation but students who are entering the fall in a traditional setting are able to come and meet their teacher with one parent accompanying them. We are only permitting 5 families in each room at a time (10 people total). The rooms will be sanitized between each group before the next enters.
- Amanda Matsumoto-Roberts:
 - Gym update- Shawn Arnold has drafted a contract for the construction management company, ICON. Bill Icely is currently reviewing it. If there are no concerns it can be signed by the Board.- Motion needed to sign the contract.

Motion:	Scott Craver	To accept the Icon Consulting contract for construction management
Second:	John Foss	
Passed:	Unanimous	

- We are working with the new auditor currently.
 - Our District site visit was completed virtually. All items were signed off on satisfactorily.
 - Open Enrollment for new benefits will still be in mid-August. Bouchard will hold open enrollment meetings through Zoom.
 - School will start August 24th, Staff will come back August 13th.
 - The Referendum on the ballot would be shared with Charter Schools. A Q&A was held a few weeks ago where the requirements and restrictions were reviewed with charters. If the Referendum passes Prep would see approximately \$212k and Primary would see approximately \$156k. 80% of which must be used for salaries. I will share a document with the rules/regulations on sharing this information with our families soon with board members.
- Facilities Report: Presented by Steve Tye
 - Maintenance is on track
 - All classrooms painted and cleaned, doing hallways now
 - School Team meeting every Monday to discuss opening the school and plan for disinfecting procedures
 - Purchased a fogger machine to disinfect at night with crew set up to fog at night
 - Hand sanitizer auto dispensers purchased to distribute through the school
 - Floor stickers for distancing
 - Purchased disinfectant and hand sanitizer
- Staff Report: none
- PTEG Report: Presented by Jamie Robinson, PTEG President
 - Held a meeting this evening. Discussed back to school-teacher appreciation breakfast and how to do this social distance style.
 - Court case was resolved this month.

- Elections for the new board will be held in August/early September
- Financial Report
 - Provide and Review Detail Report: presented by Nathan Weatherilt
 - Both schooled closed 2019-2020 school year with net profit
 - PPP Funds not being used until we know what will be forgiven. Amanda has another meeting with the bank next week to discuss and has required documentation set aside.

Motion: Nathan Weatherilt **To approve the June 2020 financials as presented.**

Second: Scott Craver


Passed: Unanimous

- VI. Committee Updates
 - Tech Committee: did not meet
 - Personnel Committee: did not meet
 - Board Development Committee: did not meet
 - Buildings and Grounds: did not meet
 - Budget Committee: did not meet
- VII. Old Business
- VIII. Miscellaneous
- IX. New Business
- X. Other

Motion: Scott Craver **To adjourn the meeting at 7:28pm**

Second: John Foss

Passed: Unanimous

Signature:  _____

Name: Scott Craver

Date: 8/25/2020 _____

Title: Chairman of Board of Directors