



PPA BOARD OF DIRECTORS MEETING MINUTES
February 16, 2016

Attendance: Scott Craver, Penny Yanacheck, Michelle Knight, Nathan Weatherilt (arrived at 7:06 PM), Eon Pereira, Amanda Matsumoto (Principal, Pinellas Preparatory Academy), Nancy Walker (Principal, Pinellas Primary Academy)

Public Comment: N/A

Meeting Called to Order: 7:00 pm

Approval of Minutes:

Motion Scott Craver: To approve minutes as presented. **Seconded** Michelle Knight **Passed** – Unanimous

Reports:

Administrative Report (presented by Nancy Walker)

- Curriculum:
 - Progress Reports for both schools were sent/updated on Friday
- Personnel:
 - Mrs. Boylan has received her unofficial score of passing for her required tests for recertification. We expect the recertification process to take approximately 30 days. During that time the long-term substitute, Ms. Lents, will continue to be in the classroom, teach of record, and Mrs. Boylan will be her assistant.
 - Ms. Warmath was unsuccessful in taking her reading test however she has now learned some new testing strategies that may help her in the future. She is continuing to be the art assistant to Ms. Greene.
 - Recommendations:
 - Financially we are still saving money in the long run due to the reduced classification of pay and payment of contracted substitute rather than contract teacher, so it is recommended:
 - Mrs. Boylan – Continue employment of Mrs. Boylan as a teaching assistant at her current rate of pay and continue to employ Ms. Lents as the teach, continuing to pay her at substitute pay.
 - Ms. Warmath – As the quality of the program has not decreased and the students are actually gaining more by having 2 artists in the room, it is recommended continuing Ms. Warmath in the same capacity until the end of the year.
- Student Enrollment:
 - Both schools are at 100%



- Open House was February 6, 2016. We had over 400 families in attendance.
- School Events (non-PTEG events):
 - Mrs. Wickstom's video came in 6th place for the Scotties Trees Rock Competition
 - Prep Valentine's Day Dance was on Friday
 - Track and Field, Softball, and Flag Football are all in season
- Other Items:
 - Due to a large volume of agenda items, Primary's charter renewal date was changed to the April 12th PCSB meeting
 - Pinellas Primary was rated in the top 100 best public elementary schools in Florida by niche.com, a rating service originally created by Carnegie-Mellon University. There are approximately 1863 public elementary schools in Florida.
 - Pinellas Prep rated in the top 25% by the same rating service.

Facilities Report (presented by Steve Tye)

- Annual fire panel inspection was yesterday. No issues noted.

Staff Report - no report

PTEG Report (presented by John Foss)

- Skating Party at Astro Skate was held February 17th
- Snack Attack for staff was February 18th
- Sonny's BBQ fundraiser raised \$556
- Auction is February 27th
- PTEG has made the down payment for lighting in the PPA cafeteria, and is looking into installing an awning from side exit to the covered court

CPA Report

- Unrestricted Cash for the period ending December 2015 is up \$58K over prior year ended:
 - Unrestricted cash – Primary \$607K
 - Unrestricted cash – Preparatory \$820K
- Restricted cash is up \$22K over prior year ending to \$858K
- Total reconciled cash at November 30, 2015: \$2.3M
- Due from Preparatory to Primary total: approximately \$61K 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 budget copy was previously provided to Board.
- The semi-annual budget amendment is being presented to the Board for approval.
- District Compliance:
 - January 2016 financial statements issued to Pinellas School district on 2/12/16.
- Debt covenant updated – none at this time



- Tax matters – none at this time
- Audit matters – none at this time
- Long term debt balance at December 31, 2015: \$8.7M
- **Motion** Scott Craver: To approve minutes as presented. **Seconded** Michelle Knight **Passed** – Unanimous

Committee Updates

- Tech Committee – did not meet
- Personnel Committee – did not meet
- Board Development Committee – did not meet
- Buildings and Ground Committee (presented by Penny Yanacheck) – The committee met on February 11th and discussed some short and long term goals. The committee will meet before the next board meeting to continue to discuss long-term planning.

Old Business - None

Miscellaneous - None

New Business - None

Other - None

Motion Penny Yanacheck: To adjourn. **Seconded** Michelle Knight **Passed** – Unanimous

Adjourned – 7:12 p.m.

Approval of Minutes:

Date: _____

Signed: _____

Title: _____