



PPA BOARD OF DIRECTORS MEETING MINUTES
April 19, 2016

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

Public Comment: N/A

Meeting Called to Order: 7:03 pm

Approval of Minutes:

Motion Scott Craver: To approve minutes as presented. **Seconded** Nathan Weatherilt **Passed** – Unanimous

Reports:

Administrative Report (presented by Nancy Walker)

- Curriculum:
 - FSA testing is continuing on the Prep side
- Personnel:
 - Ms. Lents is covering Mrs. Stevenson's maternity leave
 - Ms. Matsumoto will be attending the State Job Fair on 4/24 – 4/25
- Student Enrollment:
 - Prep is at 438 students. The open spots will not be filled in preparation of the 2016/2017 school year
 - Primary is at 100%
- School Events (non-PTEG events):
 - The cheerleaders placed 3rd in the National competition held in Pensacola on April 16th
 - Shrek Jr, the musical will be performed April 21st and 22nd at Pinellas Park High School
 - Primary Performance Club will be performing before the show on April 21st
 - Jazz Band will be performing before the show on April 22nd
 - Ms. Matsumoto and Mrs. Walker will be attending the District's Leadership Meeting on May 5th
 - 8th Grade Gradventure is May 5th to May 6th
 - Kindergarten Sea Turtle Night is May 6th
 - 25 8th graders will be traveling with Ms. Matsumoto and Mr. Rowland to Washington DC from May 11th – May 14th
- Other Items:
 - The Pinellas County School Board has decided to review/renew all Charter Schools at the June 14th PSCB meeting. Mr. Craver and Mrs. Walker received the proposed renewal



from PCSB and will be reviewing this document with the Board attorney. A copy of the draft contract was provided to all Board member via email.

- 2016/2017 Lottery Procedure –
 - This year's lottery was held on April 5, 2016 at the school located at 2300 S. Belcher Road, Largo, FL.
 - We identify each new student by application.
 - All applicants will be assigned a random number to be used in sorting students during the lottery process.
 - The waiting list is maintained throughout the school year and each person is called in order as soon as a student withdraws from school.

Facilities Report (presented by Steve Tye):

- Annual fire inspection was completed without incident.

Staff Report – No report

PTEG Report (presented by John Foss)

- McDonald's fundraiser was last week
- Sonny's fundraiser was today
- Daddy Daughter Dance – April 23rd
- PTEG has purchased a hot dog cart and cotton candy machine to use at events
- PTEG has approved the proposal to install an awning between the side exit and the covered court
- Muffins for Mom – May 10th
- PDQ in Clearwater fundraiser – May 10th
- Family Movie Night – May 13th

CPA Report:

- Unrestricted Cash for the period ending March 31, 2016 is up \$70K over prior year ended:
 - Unrestricted cash – Primary \$674K
 - Unrestricted cash – Preparatory \$764K
- Restricted cash is up \$28K over prior year ending to \$861K
- Total reconciled cash at March 31, 2016 - \$2.3M
- Due from Preparatory to Primary total: approximately \$189K relates to payroll (timing of funding from Primary to Prep following payroll and/or share 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.
- Debt covenant updates – none at this time
- Tax matters – none at this time
- Audit matters – none at this time



- Long term debt balance at April 15, 2016: \$8.7M

Committee Updates

- Tech Committee –
 - Met earlier today
 - Planning document sent to Board members for review and will be discussed at next Board meeting
 - Reviewing replacement phone system
- Personnel Committee – did not meet
- Board Development Committee – did not meet
- Buildings and Ground Committee –
 - Committee met on March 14th – please see attached meeting minutes
 - Committee requested that a maintenance reserve line item be considered in the 2015/2015 budget

Old Business –

- Bond review –
 - Chuck Catonese (Bank of Tampa) did a preliminary review of the bond, and he believes we may be able to lower the rate from the current 6.5% to 4.25 – 4.75%. Mr. Craver will send him a copy of the audit and current financials for further review.

Miscellaneous – N/A

New Business –

- PPA logo – Board discussion on how and when the PPA logo can be used and who approves the use of the logo. No action required.

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

Adjourned – 7:59 p.m.

Approval of Minutes:

Date: _____

Signed: _____

Title: _____