Board Meeting Minutes

Board of Directors Meeting

May 26, 2020 • 7:00pm

Digital Meeting via Zoom

Pinellas Preparatory Academy

2300 S. Belcher Road, Largo, FL

1. Call To Order: 7:10pm
2. Public Comment: none
3. 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
4. Approval of Minutes

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| Motion: | Scott Craver | To approve the minutes for the May 26, 2020 Board Meeting |
| Second: | John Foss |  |
| Passed: | Unanimous |  |

1. Reports

* Administrative Report: Presented by Amanda Matsumoto-Roberts
  + No curriculum changes
  + Both schools opening full
  + All instructional positions filled except
  + Reopening plans committee created
  + Survey sent out today asking families for preferences
* Facilities Report: Presented by Steve Tye
  + Working on cleaning and disinfecting the entire school
  + Cleaning and painting all walls
  + Cleaning floors and having carpet professionally cleaned
  + Items to keep school disinfected
  + Additional repairs being made for opening on August 12
* Staff Report: presented by Kelly Smith
  + Express from staff looking forward to getting back to school in fall and working with new leadership
* PTEG Report: Jamie Robinson, PTEG President
  + Just had a meeting prior to this one
  + Discussed how to proceed with events moving forward. Large gatherings not an option but they are working as a group to come up with alternate ideas. Have met with and will continue to meet with Ms. Vollmer to continue working on behalf of PPA.
* Financial Report
  + Provide and Review Detail Report

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| Motion: | Nathan Weatherilt | To approve the May 2020 financials as presented. |
| Second: | Scott Craver |  |
| Passed: | Unanimous |  |

1. Committee Updates

* Tech Committee: Presented by William Delgado
  + Wireless at school is older. Looking to replace with updated system. In negotiation stages with 2 providers. Goal is to get this in place before school starts.
  + Replacement laptops: trying to get before class starts.
  + Phone system: potentially moving to cloud-based.
* Personnel Committee: did not meet
* Board Development Committee: did not meet
* Buildings and Grounds: did not meet
* Budget Committee: Presented by Amanda Matsumoto-Roberts
  + Met last week
  + Antwan and Amanda working through current school year budget and should be ready to present early next school year
  + Some concerns about how COVID will impact the revenue

1. Old Business
2. Miscellaneous
3. New Business
   * CARES Grant update: Presented by Amanda
   * Will be given approximately $212 per student. Covers sanitation of school including additional employees to help.
   * Includes technology
   * Submit for reimbursement as spent.
   * The State of Florida has changed qualification for CSP Grant. Usually only for new schools but due to COVID offered to all charter schools. 100% for technology.
   * Gym Project manager RFP: Presented by Amanda Matsumoto-Roberts and Steve Tye
     + ICON and Scherer Construction both submitted proposals.
     + ICON has done previous work for PPA
     + Steve has worked with the owner of ICON Consulting over the last 9 years and recommends him.
     + Amanda will have attorney review contract first before signing.
     + Attorney will address any concerns with timeline stipulations and delays due to COVID.

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| Motion: | Scott Craver | To move forward with negotiating the ICON Consulting contract including attorney review. |
| Second: | William Delgado |  |
| Passed: | Unanimous |  |

* + 20-21 Board meeting dates: presented by Amanda Matsumoto-Roberts
    - July 28, 2020 7:00pm
    - August 25, 2020 7:00pm
    - September 22, 2020 7:00pm
    - October 27, 2020 7:00pm
    - November 17, 2020 7:00pm
    - December 22, 2020 7:00pm
    - January 26, 2021 7:00pm
    - February 23, 2021 7:00pm
    - March 23,2021 7:00pm
    - April 27, 2021 7:00pm
    - May 18, 2021 7:00pm
    - June 22, 2021 7:00pm

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| Motion: | Scott Craver | To accept the proposed 2020-2021 board meeting dates |
| Second: | John Foss |  |
| Passed: | Unanimous |  |

1. Other

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| Motion: | Scott Craver | To adjourn the meeting at 7:46pm |
| Second: | William Delgado |  |
| Passed: | Unanimous |  |

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