



Lutz Preparatory School

A Hillsborough County Public Charter School of Choice Serving Grades K-8

Board of Directors Agenda

Agenda January 28, 2021

- 1) Meeting called to order by Board Chair
- 2) Public comment
- 3) Previous minutes approval:
 - a. December 10, 2020 – **VOTE**
 - b. January 14, 2021 regular meeting - **VOTE**
- 4) Chair statement:
 - a. Accepting nominations for Board Officers (Chair, Vice-Chair, Treasurer, Secretary); send a private message to Secretary Vinita Gaudi during meeting for vote at end of meeting.
- 5) Director statement:
 - a. JW signed the following documents in person on 1/20/21 at the request of Arnold Law Firm, these are documents related to the previous documents approved at the 1/14/2021 meeting. – **VOTE to acknowledge JW signatures on behalf of the board.**
 - i. US Bank: Certificate of Beneficial Owners
 - ii. Ballard Spahr – Capital Trust Agency Charter School Facilities Revenue Bonds
 - iii. Lutz Preparatory School, Inc. COVID-19 Impact
 - iv. Capital Trust Agency Educational Facilities Revenue Bonds – Certificate Authorizing Printing of a Preliminary Official Statement
- 6) Committee Reports
 - a. Building Construction Subcommittee (Moore Chair): project currently on pause
 - b. Facilities (Abou-Joude Chair):
 - c. Finance Committee (Moore Chair):
 - i. Monthly financials review
 - ii. 2021/2022 Budget Preparation Timetable
 - iii. PO 3298 Professional Insurance Services - **VOTE**
 - iv. Update on Bond issuance
 - v. Approval for PPP Forgiveness Application - **VOTE**
 1. Approval for CM to sign on behalf of both Prep and Pre-Prep - **VOTE**
 - d. Principal Evaluation (Wieland Chair):
 - e. Policies, Procedures, & School Surveys (Wieland Chair):
- 7) New/Old Business:
 - a. Establishment of the Lutz Prep Foundation – RN
 - b. From the Lutz Preparatory School, Inc. Board Bylaws: 4.02. Selection of Officers: Each of the Officers will be elected and appointed annually by the Board of Directors. Each Officer will remain in office until a successor to such office has been selected and qualified. Such election will take place at the regular meeting of the Board of Directors taking place in the first calendar quarter of each year. - **VOTE**
 - c. Mrs. Toso needs guidance from the board: should the director term of three years be notated in the meeting minutes?
 - d. Reminder additional board meetings:
 - i. Tuesday, February 2, 2021 at 6:00 PM in the event approval needed for bond documents (most likely will be cancelled)
 - ii. Board workshop Thursday, February 18, 2021 at 6:00 PM
- 8) Meeting Close