



Lutz Preparatory School

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

Board Approval of Minutes: 8/27/2020

Board Chair's Signature:

Director's Signature:

Board of Directors Meeting Minutes July 30, 2020

- 1) Meeting Call to Order by Board Chair at 6:03 PM
 - a. Meeting via Zoom
 - b. Attendees Board: Abou-Jaoude, Gaudi, Lambert, Moore, Narkiewicz, Paladino, Ramirez, & Wieland
 - c. Absent Board: Andrews
 - d. Administration: Mrs. Guertin:
- 2) Public Comment:
 - a. None
- 3) Previous Minutes Approval:
 - a. June 25, 2020 – **VOTE CM motion to approve minutes as written, VG 2nd – unanimously approved (DA & JP not present for vote).**
- 4) Chair Statement:
 - a. Discussion about potential workshop/townhall with teachers; potentially 8/20 @6, will confirm and send appointment reminder
- 5) Director Statement:
 - a. FL Public Charter Schools Program (CSP) Remote Learning & Access due to COVID 19 Grant – VOTE & chair signature required (was due 7/8/2020). – **VOTE CM motion to approve and JW sign on behalf of the board, 2nd VG – Unanimously approved (DA not present for vote).**
 - b. Memorandum of Agreement – School Safety Officer – VOTE & Chair signature required (due 7/31/2020). **VOTE – CM motion to approve and chair signature on behalf of the board, 2nd BL – unanimously approved (DA not present for vote).**
 - c. Notate the MHAA Plan checklist from the 6/25/2020 meeting.
 - d. Discussion on Reopening Plan and contract with Tampa General Hospital's Prevention Response, and Outreach Program.
 - e. Pre-Prep has been open for summer camp and will be open for preschool beginning 8/10/2020.
 - f. Addendum to Parent/Student Handbook for COVID-19. RN will email edited wording to the group. **VOTE - JW motion to approve Addendum as written with RN updates, JP 2nd – unanimously approved.**
- 6) Committee Reports:
 - a. Finance Committee (Moore Chair):
 - i. Budget will be key going into next few school years, potential reduction of income due to current environment: Pre-Prep enrollment, Before/After Care/Camps. Overall in good shape to break even next year. Need to watch closely over next few years as our expenses will be increasing and state funding is key.
 - ii. CM created building project communication for families, will be sent in the 1st NEWSFLASH at the start of the school year.
 - iii. Salary Distribution Plan Memorandum – VOTE & chair signature required. **VOTE BL motion to approve memorandum as written and chair signature on behalf of board, 2nd CM – unanimously approved.**
 - b. Building Subcommittee:
 - i. Jonathan Moore hearing the sewage plant that is scheduled to be built down the

road may be delayed until next summer.

c. Principal Evaluation (Wieland Chair):

i. **VOTE - Motion by JW regarding moving to once a year evaluation/review for Mrs. Guertin rather than twice a year; evaluation will be completed by June 30th of each year, 2nd JP – Unanimously approved.** Will have one of the board lawyers review any future contracts that are written to once a year.

d. School Survey Committee (Wieland Chair): No update

7) Meeting Close at 8:24 PM.