



Lutz Preparatory School

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

Board Approval of Minutes: 10/29/2020

Board Chair's Signature: *Jayne Wickland*

Director's Signature: *Bonnie Guertin*

Board of Directors Meeting

Minutes October 29, 2020

Pre-Meeting Minutes

- 1) Meeting Call to Order by Board Chair at 6:05 PM
 - a. Meeting via Zoom
 - b. Attendees Board: Abou-Jaoude (arrived at 7:00), Andrews (arrived at 7:20), Gaudi, Kouffman, Lambert, Moore, Narkiewicz, Paladino, & Wells (arrived at 6:15)
 - c. Absent: Wieland & Ramirez
 - d. Administration: Mrs. Guertin:
- 2) Public Comment: None
- 3) Director Statement:
 - a. Updated Out of Field Teacher Letter to Parents dated 10/16/2020 presented to Board, see attached letter and chart of educator listing below – **VOTE to acknowledge updated letter for FTE documentation. Motion by VG to acknowledge the updated Out of Field Teacher Letter for Parents dated 10/16/2020, 2nd BL - unanimously approved (not in attendance for vote Abou-Jaoude, Andrews, & Wells).**
 - b. Preliminary Detailed Teacher Salary Increase Allocation Expenditure Report, new template from district – **VOTE to approve completed template for district submission (data previously voted and approved at the July 2020 meeting). Motion by BL, 2nd JP, - unanimously approved (not in attendance for vote Abou-Jaoude, Andrews, & Wells).**
- 4) Meeting Close at 6:09 PM

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### 3)a.) Chart of Educators for OOF Letter

**Lutz Preparatory School 2020-2021  
Out of Field Notification**

| Teacher                      | Assignment Start Date | Classes Taught Assignment(s)          | Certification(s) Held                                                                      | Out-of-Field Area/Classes                      |
|------------------------------|-----------------------|---------------------------------------|--------------------------------------------------------------------------------------------|------------------------------------------------|
| Cataldo, Carrie              | 8/24/2020             | 1 <sup>st</sup> Grade<br>All Subjects | Elementary Education K-6                                                                   | English for Speakers of Other Languages (ESOL) |
| Choate, Clare                | 8/24/2020             | 1 <sup>st</sup> Grade<br>All Subjects | Prekindergarten/Primary Education                                                          |                                                |
| Lindsay, Diana               | 8/24/2020             | 504 & Exceptional Student Education   | Elementary Education K-6<br>Exceptional Student Education<br>Reading K-12                  |                                                |
| Moore, Kellie                | 8/24/2020             | 4th Grade Reading                     | Elementary Education K-6                                                                   |                                                |
| Westfall, Karly              | 8/24/2020             | 8th Grade English/Language Arts       | English 6th-12th                                                                           |                                                |
| LaFrenier (Gerken), Madeline | 8/24/2020             | 7th Grade Math                        | Elementary Education K-6<br>Middle Grades Mathematics                                      | Gifted Endorsement                             |
| Newell, Bridget              | 8/24/2020             | 6th Grade Science                     | Elementary Education K-6<br>Middle Grades General Science<br>Exceptional Student Education |                                                |
| Rinaldi, Robert              | 9/7/2020              | Elementary Gifted & Technology        | Elementary Education K-6                                                                   |                                                |