



Lutz Preparatory School

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

Board of Directors Meeting Minutes

July 29, 2021

- 1) Meeting called to order by Board Chair at 5:07 PM
- 2) Attendance:
 - a. Present: Andrews (arrived @6:30), Gaudi, Kouffman, Lambert (spotty connection), Moore, Narkiewicz, Paladino, & Wieland
 - b. Absent: Abou-Jaoude & Ramirez
 - c. Administration: Mrs. Guertin, Mrs. Smallwood, Mr. Bethune, & Nurse Kopp
- 3) Guest Speaker for the Building Construction Subcommittee: Edward Briggs from RSA Consulting discussed the 7/20/21 meeting with the HC Capital Project Team to connect to waste water. They are willing to work together with our team; no longer an issue of the county not allowing connection. Best case scenario is two years out.
- 4) Building Construction Subcommittee (Moore Chair): project currently on pause
 - a. Jonathan Moore, InVision Advisors
 - i. Presented two timeline scenarios for review.
 - ii. **VOTE: CM motion to approve budget up to \$50K for civil engineer to engage with the county on the sewer connection and the crossing of CSX for the water line. Requirement to have Jonathan Moore update the board each month to manage costs over the next six months. 2nd RN – unanimously approved.**
 1. JM will confirm that we can secure same engineer that has already worked with us. CM states this is money that would have to spend on project at a later stage and in the long run working with county on design will save on the project.
- 5) Public comment:
 - a. Two parents spoke on their opinion on mandatory vs. voluntary masks for students/staff.
- 6) Previous minutes approval:
 - a. June 24, 2021 meeting minutes – **VOTE: JP motion to approve minutes as written, 2nd BL – unanimously approved.**
 - b. July 13, 2021 emergency meeting minutes – **VOTE: CM motion to approve as written, 2nd VG – unanimously approved.**
 - c. July 16 – 19, 2021 emergency vote by email documentation – **VOTE: JP motion to approve as written, 2nd CM – unanimously approved.**
- 7) Chair Statement:
 - a. Board in receipt of email dated 7/17/2021; school lawyer has been contacted; Mrs. Guertin will be contacting each Director with recommendations/review by the end of August.
- 8) Director Statement:
 - a. Mental Health Application in new state template (previously LP Board approved at 6/24/21 meeting in old format, new template was sent to us by district on July 13, 2021) – **VOTE: CM motion to ratify board approval of mental health plan in new template and signature on behalf of board, 2nd VG – unanimously approved.**
 - b. ESSER II Lump Sum Advance - Charter School Attestation Letter - Signed 06302021 – **VOTE: CM motion to ratify JW signature on behalf of the board, 2nd VG – unanimously approved.**
 - c. Mrs. Guertin reviewed the Health and Safety Protocols for 21-22. Lots of discussion/questions by the group.

- i. District procedures for all schools COVID Reporting to the HCPS dashboard
- ii. COVID-19 Student, Employee, and Visitor Protocol added to Parent/Student Handbook
- iii. Wellness Pledge added to Parent/Student Handbook
- iv. Draft Welcome Back to School Letter
- v. Draft of LP Reopening Plan (Directors would like more time to review the plan – will get their questions to Mrs. Guertin by 8/2/21)

9) Committee Reports:

- a. Facilities (Abou-Joude Chair):
- b. Finance (Moore Chair):
 - i. PO 3332 Kerkering Barberio & School Inc. for accounting and consulting services for \$15K; due to our business manager being out unexpected for extended leave – **VOTE: CM motion to approve PO as presented, 2nd KA – unanimously approved.**
- c. Principal Evaluation: (Wieland Chair):
- d. Policies, Procedures, & School Surveys (Wieland Chair):
 - i. Committee made up of teachers (elementary, middle, and elective) plus JW and Mrs. Guertin. Mrs. Agard shared draft survey for both employees (teacher perspective and may add separate staff as many classroom/team related questions do not apply to them) and parents. Committee had lots of discussion on whether to use scale for range or yes/no responses. Felt that yes/no would be best to start (questions can evolve in future years to use range scale). Goal is January after holidays giving 5-6 months to base their response on.
 - ii. Questions from board: JP incentives to participate? CM – yes/no questions how can that show changes statistically over time? Committee trying to decide what tool to use google forms/survey monkey – importance of anonymity.
 - iii. Mrs. Agard explained that we do currently have survey for teachers and students through the Leader in Me program.

10) New/Old Business:

- a. Mrs. Guertin – School attorney, Sean Arnold, Arnold Law Firm, felt the board should vote on mask policy (two other local charters LLC and TCM had their BoD vote as well). Lots of discussion coming out of Governor DeSantis office with regards to parental choice for masks in schools and the discussion of holding a special legislative session to counteract any steps taken by districts.
 - i. Discussion began with three options (1) Mandatory masks for those not vaccinated (2) Mandatory masks for all (3) Voluntary masks for all. Debate by directors on what the board can and cannot approve and what the Governor will overrule; talked about surveying parents, strong promotion to our community to wear mask (make it fun for students, etc.), potential withdraw of students to FLVS or HVS (deadlines coming up for enrollment) with either decision as our community has strong divide on this issue. Parents have suggested masked and unmasked classrooms in each grade level – not a logistical solution as ratios may not match classroom/grade level population plus supporting students within their MTSS tiers, EP, IEP, etc. Discussion on temporary options to assist the start of school year with the rise in COVID in our local Tampa Bay Area.
 - ii. The Directors and Administration's biggest concern is the impact of a quarantine on our classrooms if a student or teacher has a positive case of COVID that then impacts the learning environment. The local health department gives their quarantine guidance on a case-by-case basis so each scenario. With no masks, most likely the entire class will be quarantined.
 - iii. **VOTE: RN motion for mandatory mask policy for employees and students from 8/10/21 – 9/10/21, will reassess after 30 days, 2nd VG – motion passes with five in favor (VG, JP, DK, RN, JW) and three oppose (KA, BL, CM).**
- b. Mrs. Guertin – FSA test scores are being to be rolled out by the state; proficiency scores overall have been pretty good; above the district level in all areas. Growth scores will take a bit more time to analyze as we compare to previous years. Overall very proud of our students and teachers.

11) Meeting Close at 8:45 PM.