



# Lutz Preparatory School

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

## Board of Directors Agenda September 23, 2021

### Pre-Meeting Agenda

- 1) Meeting called to order by Board Chair
- 2) Director statement:
  - a. Out of Field Notification Letter for FTE – **VOTE to acknowledge/approve letter for distribution**
- 3) Meeting Close

### Regular Meeting Agenda

- 1) Guest: Michelle Martinez from King & Walker, CPAs, PL Certified Public Accountants to review annual audit
- 2) Public comment:
- 3) Previous minutes approval:
  - a. September 23, 2021 **Pre-Meeting** Minutes - **VOTE**
  - b. August 2, 2021 Emergency Meeting - **VOTE**
  - c. August 18, 2021 Board Workshop - **VOTE**
  - d. August 23, 2021 Emergency Meeting - **VOTE**
  - e. August 26, 2021 Regular Board Meeting – **VOTE**
  - f. September 13, 2021 – Emergency Meeting - **VOTE**
- 4) Chair Statement:
- 5) Director statement:
  - a. Amended annual report for Lutz Preparatory School, Inc. to Sunbiz to update DA resignation from the board and Mrs. Kaim as the registered agent – **VOTE to ratify Mrs. Wieland signature on amended annual report dated 9/1/2021**
  - b. School annual goals due to district - **VOTE**
  - c. Mrs. Agard, Student Services Coordinator, Leader in Me update
  - d. Lutz Prep school grade from the FLDOE for 2020-21
  - e. FAST (Florida Assessment of Student Thinking) update from FLDOE
  - f. Covid dashboard update
- 6) Committee Reports
  - a. Building Construction Subcommittee (Moore Chair): project currently on pause
  - b. Facilities (Vacant Chair):
    - i. Discuss replacement chair
  - c. Finance Committee (Moore Chair):
    - i. Monthly financials review
    - ii. RFP for copier contract
    - iii. King & Walker, CPA representation letter – **VOTE**
    - iv. King & Walker Independent Auditor's Report for the fiscal year ended June 30, 2021 - **VOTE**
  - d. Principal Evaluation (Wieland Chair):
  - e. Policies, Procedures, & School Surveys (Wieland Chair):
- 7) New/Old Business:
  - a. From 8/26/21 continue to look at options for in person board meetings.
  - b. From 8/26/2021 discuss potential addition of directors
- 8) Meeting Close