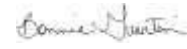


Board Approval of Minutes: 02/23/2023

Board Chair's Signature:



Director's Signature:



Lutz Preparatory School

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

Board of Directors Meeting Minutes January 26, 2023

Pre-Meeting

- 1) Meeting called to order by Board Chair at 5:08 PM.
 - a. Meeting held via zoom.
 - b. Present: Callahan, Gaudi, Gonzmart, Kouffman, Paladino, Wieland
 - c. Absent: Andrews, Lambert, Narkiewicz, Ramirez
 - d. Administration: Mrs. Guertin
 - e. Parent Representative: Emily Kaim
- 2) Director Statement:
 - a. Approve new FTE Parent Notification Letter dated 1/18/2023 – VOTE - NC motion to approve, 2nd JP, unanimously approved (absent KA, BL, RN, FR)
- 3) Meeting Close at 5:11 PM

Regular Meeting

- 1) Meeting called to order by Board Chair at 5:11 PM
 - a. Meeting held via zoom.
 - b. Present: Callahan, Gaudi, Gonzmart, Kouffman, Paladino, Wieland, Andrews (sign in 6:21pm)
 - c. Absent: Lambert, Narkiewicz, Ramirez
 - d. Administration: Mrs. Guertin
 - e. Parent Representative: Emily Kaim
- 2) Public comment: none
- 3) Previous minutes approval:
 - a. December 15, 2022 emergency meeting minutes approval - VOTE to approve as written - JP motion to approve, 2nd CG, unanimously approved (absent KA, BL, RN, FR)
 - b. January 26, 2023 Pre-meeting Minutes approval - VOTE to approve as written - JP motion to approve, 2nd CG, unanimously approved (absent KA, BL, RN, FR)
- 4) Chair Statement: JW welcomed everyone and thanked board members for their contributions to the holiday gifts for the school.
- 5) Director statement:
 - a. Baycare Health Representative: Maritza Fogg discussed BayCare Kids Wellness and Safety program
 - i. "Let's Talk" Educational Sequence – VOTE to approve - DK motion to approve, 2nd NC, unanimously approved (absent KA, BL, RN, FR)
 - b. Policy on Dismissal of Students – VOTE to approve - DK motion to approve, 2nd NC, unanimously approved (absent KA, BL, RN, FR)

6) Committee Reports

- a. Building Construction Subcommittee (Ramirez Chair-Interim): NC discussed that there will be a call on 1/27 with Jonathan to talk about plans going forward.
- b. Facilities (Narkiewicz Chair - Interim):
 - i. CG read letter from his director of design and plans to get him in touch with Emily to help with HVAC project and management system.
 - ii. Committee is working on lightning mitigation system. CG added the difficulties with getting bids on small school projects.
- c. Finance Committee (Callahan Chair):
 - i. Review December Financials
 - ii. Q3 Financials - VOTE to approve King and Walker to prepare quarterly financials - JP motion to approve, 2nd DK, unanimously approved (absent KA, BL, RN, FR)
 - iii. 22-23 Amended Budget - VOTE to approve - CG motion to approve, 2nd JP, unanimously approved (absent KA, BL, RN, FR)
 - iv. NC to replace FR as Construction Committee Chair
 - v. Approval to issue RFP for Pre-Prep Roof – VOTE to approve - DK motion to approve, 2nd CG, unanimously approved (absent KA, BL, RN, FR)
- d. Policy and Procedures (Wieland Chair): has not met yet, no report
- e. School Surveys (Andrews Chair): no changes to survey from last year.

7) New/Old Business:

- a. Officers – VOTE -officers will remain the same. – VOTE - JP motion to approve, 2nd DK, unanimously approved (KA, BL, RN, FR)
- b. Terms of the directors – JW discussed that the board will need to vote to renew terms of board members.

8) Meeting Close: 6:34 PM