



Lutz Preparatory School

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

Board of Directors Meeting Agenda

June 27, 2023

5:00 PM

1. Meeting called to order by Board Chair
2. Meeting held via Zoom
3. Public comment:
4. Attendance:
 - a. Present:
 - b. Absent:
 - c. Administration: Mrs. Smallwood
 - d. Parent Representative: Rachel Lunsford
5. Previous Meeting Minutes Approval – **VOTE to approve as written**
 - a. May 18, 2023 Meeting Minutes
 - b. June 5, 2023 Emergency Meeting Minutes
 - c. June 12, 2023 Special Called Meeting/Workshop Minutes
6. Chair Statement:
7. Interim Director Statement:
 - a. Student/Parent Handbook – **VOTE**
 - b. Meet and Greet/Open House
8. Committee Reports
 - a. Building Construction Subcommittee (Callahan-Chair)
 - b. Facilities Committee (Narkiewicz Chair-Interim)
 - c. Finance Committee (Callahan Chair)
 - i. May Financials Review
 - ii. Stipends for Interim Director and staff during transition - **VOTE**
 - d. Policy and Procedures (Wieland Chair)
 - i. Advisory Committee: Mrs. Jeffers to give update and Mrs. Cataldo's letter
 - e. Principal Evaluation (Wieland Chair)
 - f. School Surveys (Andrews Chair)
9. New/Old Business
 - a. Sunshine laws on Board Involvement at the Advisory Committee meetings
 - b. Update on former Director's request for PTO payout
 - c. Job description for director position for advertisement
 - d. Potentially scheduling a town hall
10. Meeting Close by Board Chair