



Lutz Preparatory School

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

Board Approval of Minutes: 11/21/2024

Board Chair's Signature: *Joyce Wieland*

Director's Signature: *Kim Smallwood*

Board of Directors Meeting Minutes

Board Meeting Date: Thursday, October 24, 2024 **Time:** 5:00 PM **Location:** Zoom

I. Call to Order by Board Chair at 5:02 PM.

1. Roll Call: Andrews, Gaudi, Gonzmart, Kouffman, Paladino, Wieland
2. Absent: Callahan, Ramirez
3. Administration: Kim Smallwood
4. Parent Representative: Rachel Lunsford

II. Public Comment (for those with completed Public Comment Form): none

III. Discussion Agenda (*Items for Board approval that need discussion*) - BOARD APPROVAL for all items

1. Quarterly Financials (Finance Committee) – Ms. Kaim reviewed financials noting a few highlights: revenue from ESSER grants increased as well increase in interest revenue, expenses down for teacher salary due to healthcare renewal coming in lower than budgeted amount, increase in furniture/equipment expense due to purchase of additional Chromebooks, increase in capital improvement due to HVAC project which will be installed over Winter break. Ms. Kaim reminds Board about the upcoming Pavilion project. KA motion to approve King & Walker to create quarterly financials; 2nd DK; unanimously approved
2. LPP Tuition Rates (Finance Committee) – Ms. Kaim went over proposal from Mrs. Hume for increase in LPP tuition for 25/26 school year. Finance committee asked for a comparison of other local private pre-schools; those schools show increases over the last couple years at 9-11%. Finance committee reviewed and suggested to go with the 12% increase. DK asked where this increase would put us in comparison to the other schools & JP asked specifically comparable to Trinity; Ms. Kaim said this puts us competitive with others & adds that Trinity differs due to their voucher acceptance. JW asked for reasoning they feel increase is needed for family awareness; Ms. Kaim explained need for increase for things like salary increases, insurance cost increase, etc. Mrs. Hume also mentioned needing to stay competitive with salaries for teacher retention. KA motion for LPP tuition proposal to increase at 12%; 2nd CG; unanimously approved

IV. JP & KA asked what changes needed to be made to the academic calendar after the hurricane; Mrs. Smallwood explained that 2 early release days will be extended to full days in October & December. Communication will go out to families on Friday.

v. Adjournment by Board Chair at 5:21 PM.