



Lutz Preparatory School

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

Board of Directors Meeting Agenda

Board Meeting Date: Thursday, November 21, 2024 **Time:** 5:00 PM **Location:** Narkiewicz Hall

I. Call to Order by Board Chair

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

II. Bolts Highlights *(Student group, team, or individual will be introduced to share an accomplishment and give us an opportunity to congratulate them.):* Lutz Prep's Greatest Show: Tiny Tot Cheerleaders and Pom & Dance Team (Location: LP Gym)

III. Approval of Minutes: October 1st Mtg Mins; October 24th Mtg Mins – **BOARD APPROVAL**

IV. Public Comment (for those with completed Public Comment Form):

V. Consent Agenda *(Items for Board approval, but no discussion. Documentation provided in advance. Board members can remove from Consent and put on Discussion Agenda, if desired.)* - BOARD APPROVAL for all items:

1. IT Equipment disposal
2. Annual Statements for Bond (Chair signature used)
3. FTE Projections
4. 990 (Treasurer signature used)

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

1. Contractor Fee Proposal (Building Construction Committee)
2. VHB Contract (Finance Committee)
3. Property Insurance Renewal (Finance Committee)
4. School Recognition Funds Ballot (Director to review)
5. Mentor fee update (Finance Committee)

VII. Information Items *(Items for the Board's information, no action required):*

1. October Financials (Finance Committee)

VIII. Principal's Comments:

1. **CULTURE: Post-storm LP community support (hurricane relief donations for impacted families)**
2. **ACADEMICS:**
 - a. 2023-24 School of Excellence designation (use attached memo & "celebration")
 - b. PM2 = December/January
3. **LEADERSHIP:**
 - a. Keeping our Kids SAFE Presentation (10/28)
 - b. Behavior/Threat Assessments
 - Change of Environment process and student update
 - c. Shout-outs to Mrs. Hume & Mrs. Adkins
 - d. Guidance counselor position
 - e. Leadership Night invitation (12/11)
4. **SCHOOL OPS:**
 - a. Facilities
 - b. Synergy (student information system)

IX. Current Committees of the Board

1. Building Construction
2. Finance
3. Principal Evaluation
4. Facilities
5. Policy and Procedures
6. School Surveys

X. Round Table

XI. Adjournment by Board Chair