



Lutz Preparatory School

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

Board Approval of Minutes: 04/25/2025

Board Chair's Signature: *Joyce Wieland*

Director's Signature: *Kim Smallwood*

Special-Called Board of Directors Meeting Minutes

Board Meeting Date: Tuesday, April 1, 2025 **Time:** 5:00 PM **Location:** ZOOM

I. Call to Order and Comments by Board Chair at 5:07pm.

1. Roll Call: Andrews, Callahan, Gonzmart (late 5:16pm), Kouffman, Paladino, Wieland
2. Absent: Gaudi, 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*)

1. CSI Pavilion Contract (Finance Committee): Ms. Kaim reviewed pavilion contract with Board. Timeline has project breaking ground June 6th and wrapping up on August 21st. Additionally, attorney recommended adding policy for pollution insurance. Project will include moving storm water, fire, and water main lines in the area where pavilion will sit. There is also a propane tank nearby but neither tank nor lines need to be moved. \$9500 quote for pavilion insurance. Board discussed adding extra insurance. DK asked what risk they foresee needing the insurance; Ms. Kaim clarified the risk would be more from water pollution. NC added in the event of water pollution the remediation costs would be large and recommended adding the policy. KA asked what the pollution insurance policy would cover; Ms. Kaim explained that this policy would cover the pavilion project but she is asking if this policy could be extended to include site work project risk of pollution.
NC motion to approve pavilion contract and waiting to combine pollution insurance with site work; 2nd CG; unanimously approved (absent VG & FR)

IV. Round Table: JW brought to the Board the need to add construction expertise to the Board and asked for Board discussion. NC made a motion to nominate Scott Baker who is currently serving with her on the building construction committee which NC chairs. JP agrees with nomination and recognized need for construction expertise on the Board. DK would like to wait on adding Scott Baker and asked for more time to vet him; DK offered to speak with him and review his resume again to better understand what he could bring to the Board before the Board decides. NC withdrew motion per DK's request to pause on adding Scott Baker onto the Board. This will be revisited at next special-called Board meeting on Tuesday, April 8th.

V. Adjournment by Board Chair at 5:20pm