



Meeting Date: May 17, 2023

Approved by: Paul K. Williams on 6/21/23.

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## ATTENDANCE

Name	Name
Judy Williams (JW)/ Board Chair	Lara Barchard (LB)/Director
Margaret Moran (MM)/Director	Sydney Sampson (SS)/Staff
Juliana Giraldo-Isaza (JGI)/Staff	Jodi Pelletier/Staff
Sarah Howard-Wilms (SHW)/Staff	Tabitha Chapman/Staff
Melissa Wenzlick (MW)/ Bookkeeper	Karen Kelley (KK)/Staff
Rebecca Null/Staff	Nina Rodriguez/Staff
Aida Delgado/Staff	
Ivy Sink/Staff	

### **MEETING LOCATION & TIME:**

**Building/Room:** Microsoft Teams Video Conferencing Platform

**Actual Start/End:** 5:36PM– 6:18PM

**Meeting Recorder:** Karen Kelley (KK), Administrative Assistant to the Principal

### **I. CALL TO ORDER:**

- JW- 5:36PM Judy Williams called the meeting to order. A quorum was met.

### **II. REVIEW OF PUBLIC NOTICE:**

- Posted on School Website
- Posted on School Premises

### **III. APPROVAL OF MINUTES- April 17, 2023.**

JW- Asked the board directors if they had an opportunity to review the April 17, 2023, board meeting minutes; they had. JW made a motion to approve the minutes for April 17, 2023. LB seconded the motion, motion passes- 5:38pm.

### **IV. REPORTS:**

- Review of District Compliance Checklist/Status-** SS stated that FACE’s 2022-2023 district compliance score currently is 97 and that all upcoming submission items will continue to be monitored and submitted.
- Review of Financials-** SS called upon MW to address any board member questions regarding the financial report submitted. MW reported that everything is going well. We did receive an invoice from Hillsborough County Public Schools for March with a \$75.00 late

fee. We did not receive the original invoice; the district was contacted and the late fee was waived. I will work with KK on the invoice mailbox. We had an invoice pop up from 2021. I will research. SS sent over the projected budget, and I will be going through and look at actuals that we have in order to see where we are over or under budget. Discussion ensued.

**c. Operations and Management-** SS presented the staffing status to the board, along with the monthly generated new hire and termination reports.

○ **Assistant Principal/Curriculum-Learning Department Report- Sydney Sampson**

- ✓ SS stated that the certification chart has no significant updates or changes as there were no new hires. There are no updates to Agreements to Earn. A lot of our teachers wait until summer to complete them. The Florida Department of Education passed new legislation extending all temporary teaching certificates from a 3-year period to a 5-year period. Discussion ensued.

○ **ESE Department Report- Sarah Howard-Wilms**

- ✓ SHW stated that the ESE department has wrapped up all of our IEPs. We are working on graduation. Tomorrow, May 18, 2023, four of our students for Project Search will be graduating at Tampa General Hospital and finishing out. Our official graduation and promotion ceremony will be next Thursday. We are gearing up for Extended School Year (ESY) services. We are continuing to wrap up the school year. Discussion ensued.

○ **Data Processor- Karen Kelley**

- ✓ KK reported that current student enrollment is 156. The projected enrollment for the 2023-2024 school year is currently 148. The enrollment team will meet to conduct a lottery to fill additional spaces. The enrollment goal for the 2023-2024 school year is 150. The Missing Piece Campaign ended with total donations of \$15,053. To date we received \$13,789 and the remaining \$1,264 will be coming in through Facebook fundraisers.

○ **Behavior Department- Juliana Giraldo-Isaza**

- ✓ SS reported that JGI wanted to share that we had an extremely productive meeting with a new District Supervisor that has been assigned to us. She has experience with ASD as well as intellectual disabilities, so she was a great resource for us to speak with regarding reporting incidents, available resources, student discipline and behavior intervention. Discussion ensued.

**V. OLD BUSINESS:**

N/A

## VI. NEW BUSINESS

- ✓ SS reported that there was an error on the 2023-2024 School Calendar. We need to change April 5, 2024, from a holiday to a workday and change March 29, 2024, to a holiday. There was one other change to one of our planning days in February. We originally had February 16, 2024, as a non-student day. We want to move it to February 19, 2024. We made an adjustment for a half day in April instead of two half days in a row in May. Discussion ensued.
- 5:51PM- JW made a motion approve the revised 2023-2024 School Calendar. LB seconded the motion. Motion passes.

## VIII. ADJOURNMENT:

- 6:17PM- JW made a motion to adjourn; MM seconded the motion. Motion passes.

### ACTION ITEMS:

Action	Assigned To	Deadline
N/A	N/A	N/A

### MOTIONS APPROVED:

Motion	Motion	Seconded
Approval Of Minutes: April 17, 2023- 5:38pm.	JW	LB
Approval of Revised 2023-2024 School Calendar - 5:51pm.	JW	LB
Motion to Adjourn- 6:17pm.	JW	MM