



An Environmentally Integrated K-8 A+ Charter School
16215 Hanna Road
Lutz, Florida 33549

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www.learninggate.org

"The First LEED Platinum Public
School in the Nation"



**Learning Gate Board Directors
Board of Directors Meeting
Monday, October 23, 2017**

Board Members Present: Debbi Stone, Jennifer Collins, Christina Faudel, Stan Kroh, Jamie Meyer, Karen Ramlackhan, Jennifer Wolgemuth, John Zdanowicz

Board members absent: Christina Goldstein

Staff in attendance: Michelle Mason, Kelly Pratt, Kris Smith, Adam Wolford

Parent Liaison: Nicole Rametta

Meeting called to order at 6:03 PM by Debbi Stone, Chairperson.

Announcements:

- None

Public Input:

- None

Executive Committee Reports:

Secretary (Jennifer W.)

- The September minutes were reviewed by Stan, Debbi, and Jenn C..
- Stan motioned to approve the minutes from September. John seconded. Motion passed.

Treasurer's Report (John):

- Revenue is at 23% YTD. Payroll is at 19%, purchases are at 12%, and materials and supplies are at 21%, mostly from textbook purchases.
- Expenditures are at 18% overall.
- Jen W. motioned to accept the Treasurer's report, Christina F. seconded. Motion passed.

Educational Program (Karen):

- This month's meeting focused on accreditation and grant writing possibilities.
- Nicole suggested sharing the school's academic achievements on social media.

Personnel (Jamie M.):

- Discussed an open teacher position that has since been filled.

- Discussed challenges with hiring in house personnel to do the cleaning and decided to hire a cleaning company.
- The need for more staff surveys was discussed.
- Two new substitute teachers were hired. Discussed strategies to identify new subs.
- The new teacher training and evaluation system is being rolled out.
- Michelle's evaluation team will meet on Oct 30th to discuss her evaluation.
- The next Personnel committee meeting will be on November 2nd.

Business and Finance (John)

- No updates.

Governance (Debbi S.)

- No updates.

Resource Development (Christina G.):

- No meeting was held.
- May host a Soup Under the Stars event for families and members of the public. Discussed January or February as good times.
- Stan presented a check from the TECO Energy Foundation that matched his donation.
- Should emphasize matching funds are offered by various employers.

Foundation (Christina F.)

- The committee approved advertising in the Tampa Bay Parenting Magazine. The ad will appear in 35,000 hard copies and in the digital copy. It will be up for 3 months prior to the lottery. Danny made the ad on his own time.
- Some grades do not have a waitlist, and there are open slots in the 6th grade.
- John: The Website committee is working with a web development company on the new website. The soft release will be in 6 weeks. The Website committee is seeking new members, and meets from 7:30 to 8:30 on Tuesday mornings.

Facilities (John):

- Sprinklers: the permit was pulled for testing this week. Water should be on next week.
- AC: the Munter units are functioning. There may be two additional issues that need to be addressed. The Facilities committee is working with companies to determine/understand the issues and secure estimates for a service contract. A parent volunteer team will inventory all A/C units to develop a long term, preventative maintenance plan.
- Asphalt needs to be replaced at LLF campus. John is securing bids.
- 5th Grade Restrooms: Discussed bids to repair and update the 5th grade bathrooms.
 - Stan motioned to approve \$4,990 for toilet partitions in the 5th grade boys and girls bathrooms. Debbi seconded. Motion passed.
- Discussed including an expenditure section in the Newsletter to report approved expenses.
- Trees: Omega trees trimmed trees in the front of the school near the entryway. They will return to assess trees that could impact buildings. We are soliciting donations to purchase a cherry picker to handle tree trimming in-house.
- Maintenance/Cleaning: Received and discussed three independent bids from cleaning services.

- Jenn C. motioned to hire Next Level to clean the Hanna Road building. Karen seconded. Motion passed.
- Jenn C. motioned to amend negotiating with bids from companies 2 and 3 to get a service contract of up to \$4,000. Motion passed.

Principal Update (Michelle):

- Michelle reported on teachers who are out-of-field because they are not current in ESOL (all are enrolled in ESOL classes). Stan motioned to approve the presented list of out-of-field teachers. Jaime seconded. Motion passed.
- The school and teacher goals were distributed and discussed.
- The SIT team is starting up. There were several parent volunteers. The leadership team will meet and choose the new members. Meetings will be scheduled within two weeks.
- A survey created by the PTSA National Organization was sent school-wide. 135 parents participated. The highest rated item was communication. Chose to work on 3 key areas, including parent-ambassadors and advocacy groups.
- Discussed strategies for collecting and sharing student testimonials/success stories.
- Michelle is working on evaluations, growth plans, and supporting new teachers.
- Michelle is attending the ASCO leadership conference this weekend in Orlando.
- A parent was concerned about security and offered security suggestions in a letter. Michelle will meet with the parent to discuss the concerns.

VP Update: (Adam Wolford)

- Adam is working with students on a competition called The Amazing Shake that encourages networking skills. He needs board members and parents to volunteer. Winning students will go to Atlanta to compete in the Ron Clark Academy version.

Parent Liaison Update (Nicole Rametta):

- No updates

Old Business:

- Stan: updates on fence encroachment issue at LLF. Kris spoke with lawyer Randy Stearns, who asked for a land survey. Debbi is concerned the fence could pose future property ownership issues.
- Stan: there is still the issue of the company using our images and false quotes to advertise. We need an official cease-and-desist letter.


New Business

- Learning Gate students and parents are invited to the Florida Aquarium for educational speaker's series on November 15th. In March, speakers will include Board member Jennifer Collins and Charlie Paxton.
- Christina F: we need more information on how to get parenting hours. Michelle pointed out that parents can also propose their own.

John motioned to adjourn at 7:40 PM. Jenn C. seconded. Motion approved.

Minutes drafted by Leilani Paxton and edited and submitted by Jennifer Wolgemuth, Secretary of Learning Gate Community School Board.

LGCS Board Executive Signatures


Debbi Stone, Chair 1/24/18
Date

NOT PRESENT
Jennifer Collins, Vice Chair Date


Jennifer Wolgemuth, Secretary 1.24.2018
Date


John Zdanowicz, Treasurer 1-24-18
Date