

Learning Gate Community School
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WWW.LEARNINGGATE.ORG

**Learning Gate Board Directors
Board of Directors Meeting
Monday, August 20, 2018**

Board Members Present: Debbi Stone, Jennifer Wolgemuth, Stan Kroh, Jennifer Collins, Christina Faudel, Karen Ramlackhan, Luke Chichetto, Amelia Terrapin, Steven McCarty, Christina Goldstein

Board members absent: Briana Lindsay, John Zdanowicz

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

Parent Liaison: None

Meeting called to order at 6:05 PM by Jennifer Collins, Chairperson.

Mission statement read silently by all Board Members.

Announcements:

- None

Public Input:

- None

Executive Committee Reports:

Secretary (Jennifer W.)

- Three sets of minutes were circulated for approval: July 9, July 18, and July 27.
- Stan motioned to approve the minutes from the meetings on July 9, July 18, and July 27. Debbi seconded. Motion passed.

Vice President's Report (John):

- No updates.

Nature Is Our Best Teacher



Treasurer's Report (Stan):

- Stan shared the budget reports for June 2018 and July 2018 and the budget for 2018-19 school year. The 2018-2019 budget is higher than last year due to the refinancing of the bond. All budget totals and percent expenditures are aligned as expected.
- Materials and Supplies are currently at 28% of the annual budget due to beginning of the school year expenditures.
- Kris introduced several budget amendments that were identified by the CPA.
- Christina G. motioned to approve the budget amendments recommended by the CPA to meet the budget requirements, and also to approve the budget reports for June and July. Christina F. seconded. Motion passed.

Personnel (Karen):

- No updates.

Educational Program (Karen.):

- No updates.

Business and Finance (John)

- No updates.

Facilities (Michelle, standing in for John):

- Michelle shared many of the building and grounds improvement projects complete this summer or currently underway, all within budget.
 - Repairs on the woodwork.
 - Two buildings have been painted, and the rest will be completed soon.
 - Windows for 207 have been ordered. They are currently being manufactured and will arrive in 8-10 weeks. The company will send four crews to install the new windows.
 - The trees were trimmed, completing phase 2 of the tree trimming plan.
 - Bids are in for everything.
 - We are picking out flooring for the oldest buildings.
 - The bathrooms were completed over the summertime (2 at Hanna Campus, and 1 at Lutz Lake Fern Campus).
 - Next summer we will install a new A/C at the 207 campus, but we need to begin the process now.
- We need to hire a project manager/project management company.
- Luke introduced Dale of Genesis Diversified Service--a project and facilities management company that has contracts for the University of Tampa and a senior living facility. They hold licenses for construction, mold mitigation, HVAC, plumbing, roofing, and will soon be licensed for electrical work. He will meet with school officials and put together a proposal. We need 3 bids for a project manager/maintenance contract.
- Stan asked about the retention pond in front of the Hanna Campus. Michelle reported it is on the maintenance list.
- Ongoing maintenance plan: mildew resistant paint is being used, gutters are being installed, and there is a plan to schedule biannual power washing. There were no volunteers this year to power wash.

- Michelle is organizing several crews of parents including a maintenance crew, a crafting crew, a baking crew, and a photo posse. They are being contacted via Facebook. However, we constantly ask for help with projects, but don't always receive it. Christina F. suggested using non-social media forms of communication.
- Steve volunteered to join the facilities committee with Luke, John, and Michelle. A solicitation for other new members will be added to the newsletter announcing the new construction projects.
- Danny and Michelle will compile a list of projects that need to be completed by volunteers.
- Richard Moreno and Randy Stearns will be contacted to obtain information about other project manager candidates.

Governance (Debbi S.)

- The committee has not met since the last Board meeting.
- The Board handbook was sent out. No comments have been received yet, but not everyone has had a chance to read it. There are several highlighted portions that need special attention. Debbi will resend the Handbook with a request for review.
- Brianna Lindsay was elected at the July meeting to the Board.

Resource Development (Christina G.):

- No updates.

Foundation (Christina F.)

- The Foundation met in June.
- \$150,000 was moved for technology at the Hanna campus.
- The Apple computers from the Hanna campus were moved to the Lutz Lake Fern campus.
- Christina F. is now the President, Stan is the VP, Brian is the Secretary/Treasurer. Steve is a member of the committee.

Principal's report (Michelle):

- We need to sign on to use the Florida Consortium for teacher evaluations. The Board must approve this each year.
- There are several out of field teachers:

Teacher	Classes Taught Assignment(s)	Assignment Start Date	Certification(s) Held	Out-of-Field Area/Classes
Elizabeth Calcaterra	4 th grade	8/1/2014	Elem K-6	ESOL
Leah McAllister	Kindergarten	8/1/2016	Pre K-3	ESOL
Kara Sofilka	8 th grade LA	8/1/2014	English 6-12 Elem K-6	ESOL
Linda Fuerst	3 rd grade	8/1/2015	Elem k-6	ESOL
Betsy Sarginson	Kindergarten	8/1/2013	Elem K-6 Pre K-3	ESOL

Susan Ruelo	1 st grade	8/1/2011	Elem K-6	ESOL
Suzette Meredith	ESE	8/1/2005	Elem K-6 EH K-12 English 5-9	ESOL
Lindsay Cheshire	5 th grade	8/1/2011	Elem K-6	ESOL
Anna Gregorio	2 nd grade	8/1/2017	Elem K-6	ESOL
Sarah Randles	2 nd grade	8/1/2011	Elem K-6	ESOL
Jennifer Healy	Kindergarten	8/1/2011	Elem K-6	ESOL
Holly Stafford	5 th grade	8/1/2018	Elem K-6	ESOL
Leesa Mandel	7 th ELA	8/1/2018	ESOL	MS LA

- All are out of field for ESOL except for Leesa Mandel. She has an ESOL certification but is out of field for Language Arts. She just needs to take the test.
- Stan motioned to approve the list of out-of-field teachers. Jenni W. seconded. Motion passed.
- Debbi motioned to approve the Education Consortium for teacher evaluations. Karen seconded. Motion passed.
- Michelle will present a list of teachers applying for the Florida Best and Brightest Scholarship Fund for Teachers at the next meeting. It offers \$6,000 for teachers with excellent SAT and ACT scores or excellent teacher performance.
- Today is day 2 of the shuttle between campuses. Michelle is setting up a helper program pairing older students with younger students.
- Two security personnel were hired. The current deputy can't stay permanently. The officer on the LLF campus may stay. Both are very good and efficient.
- Michelle Northrup put together a marketing packet. It includes marketing ideas for this year, a report on billboard locations and cost, info about Wiregrass school info signs, facebook information, and sample postcards and brochures.
- Application and enrollment numbers are looking good for all grades except 6th.
- Michelle Northrup also put together a Help the Heron packet. There is now an online system for collecting money with a link that can be sent to family and friends.
- We received a contract from the county for the School Resource Officers. It was sent to Randy, who had many questions. Randy will speak with the county lawyer. Jenn C. will follow up with Randy. The contract seemed to be standard, and is the same as the ones sent to the traditional schools.
- We have never had a budget line item for marketing. This will be addressed at the Resource Development and Foundation Committee meetings.

Vice Principal's Report (Kelly Pratt):

- Kelly has a list of old curricula that is currently being stored. It cannot be discarded or donated without Board approval.
- Stan motioned to approve the disposal of items on the list of old, unused curricula. Debbi seconded. Motion passed.
- MAP testing has begun. The new PCs are great.

- We are still working on obtaining document cameras, but the rest of the technology is already in the classrooms.
- All meetings need draft minutes and agendas posted to the website by the end of the month. They can have a “draft” watermark applied to them until they are finalized. Michelle has a list of items missing from the agenda that the Charter Board requires for future agendas. Agendas need to be posted 24 hours in advance of special meetings.
- Discussed increasing the school’s 401k match and the importance of attracting and retaining good teachers.
- Amelia motioned to increase the 401k match to \$1000. Christina F. seconded. Motion passed.
- Kris will look into a path for Learning Gate to become a public employer. Our last attorney said it was impossible, but this may not be accurate. We are waiting to hear back from Randy.

PTSA:

- No updates.

Old Business:

- None

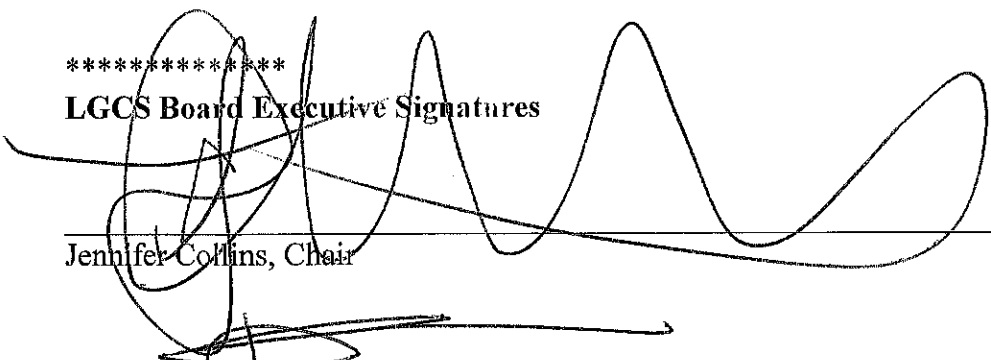
New Business

- The next meeting will be held at Lutz Lake Fern Campus, and may be in a classroom instead of the cafeteria.

Meeting adjourned at 7:38 P.M.

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

LGCS Board Executive Signatures



Jennifer Collins, Chair

Date

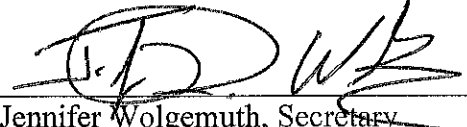
9-17-18



John Zdanowicz, Vice Chair

Date

9-17-18



Jennifer Wolgemuth, Secretary

Date

9.17.2018



Stanley Kroh, Treasurer

Date

9/17/18