

Learning Gate Community School
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WWW.LEARNINGGATE.ORG

**Learning Gate Board Directors
Board of Directors Meeting
Monday, September 17, 2018**

Board Members Present: Jennifer Collins, Luke Chichetto, Christina Goldstein, Stan Kroh, Briana Lindsay, Steven McCarty, Karen Ramlackhan, Debbi Stone, Jennifer Wolgemuth, John Zdanowicz

Board members absent: Christina Faudel, Amelia Terrapin

Staff in attendance: Kris Smith, Michelle Mason

Parent Liaison: Nicole Rametta

Meeting called to order at 6:02 PM by Jennifer Collins, Chairperson.

Announcements:

- None

Public Input:

- None

Executive Committee Reports:

Secretary (Jennifer W.)

- The August notes went out on time. They no longer need to be posted by the end of the month, as had been relayed by the Charter Office and discussed at the August 20th Board meeting.
- John motioned to approve the minutes from the August meeting. Debbi seconded. Motion passed.

Vice President's Report (John):

- No updates.

Nature Is Our Best Teacher



Treasurer's Report (Stan):

- The budget report was distributed.
- Payroll is currently at 6%, revenue at 15%, expenditures at 10%, and utilities at 15%.
- John suggested asking the CPA if the bond monies should be managed separately. He also suggested that improvements be a separate line item in the budget.
- Christina G. motioned to accept the budget for August. Jenni W. seconded. Motion passed.

Educational Program (Karen):

- The personnel committee met in August.
- Michelle M. will be teaching the gifted class until October.
- Departmentalization is going well.
- Work on accreditation is beginning. Karen and Gigi will meet with Michelle M. soon to plan.

Personnel:

- No updates.

Business and Finance (John)

- No updates.

Facilities (Michelle, standing in for John):

- No sprinkler update, but the water utilization plan for the campus has been supplied to the county.
- The 3rd grade Munter A/C unit has been replaced.
- The fences at the Lutz Lake Campus were replaced.
- A van was purchased to move supplies and students.
- A classroom was remodeled.
- Windows have been ordered for the Lutz Lake Fern campus. They will be installed in October.
- Painting in the 4th and 5th grade buildings and Heron Hall needs to be completed. The railings are being replaced as the buildings are painted. Once the Hanna Campus is painted the crew can start on the Lutz Lake Campus. The work on the Lutz Lake Campus cannot begin until the windows are replaced.
- The new security doors have been purchased and will be installed soon.
- The Lutz Lake Fern public address system was ordered.
- The skirting at the Hanna campus is currently under bid.
- Two A/C units were replaced at the Hanna campus.
- Some bathroom refurbishments have been completed. Other repairs await completion over the break.
- Bids are needed for the gutters and downspouts at both campuses.
- A decision needs to be made regarding the athletic fields. Options include:
 - 200' x 200' pitched grass field. The field would be split into four quadrants, and use of the field would be rotated among the quadrants. A bigger well would be

needed, as well as a bigger pond. Natural grass will last a long time with proper care. A special turf company would need to be hired.

- Enforcing rotation may be difficult.
- At least 3 big trees would need to be removed. It would also use a lot of water and require more frequent cutting.
- 80' x 50' Astroturf field. It would be greener and last 12-15 years with proper care, but would require regular cleanings.
 - It could get very hot. There may be more injuries.
- John will get bids for the well and for maintenance costs for either type of field.
- Next summer, we will need a project manager for all of the projects. Randy is working on an RFP. A vote for a PM will occur at the next meeting.
- Discussed where new gym could be built at Lutz Lake Fern.

Governance (Debbi S.)

- No meeting this month.
- Work is still being done on the board handbook. Edits and suggestions need to be submitted soon.

Resource Development (Christina G.):

- The committee met this month.
- Help the Heron has launched. There is 18% participation schoolwide. \$24,000 has been pledged. An all-Board challenge has been issued. A new peer-to-peer component has been added. It allows people to set up a friends and family page to share with social media and email.
- New software would help with accounting and fund collection. This needs to be discussed with the foundation.
- The Garden Party will be held on November 16th in the garden on campus. It will be free to attend this year. Some donations have already been received, including honey from the USF Botanical Gardens.
- Jenn C. suggests advertising and gift baskets for families moving into new housing developments nearby. It may be better to handle this project through the foundation.
- Michelle has an advertisement for the school on her car. It covers the whole back window.
- Marketing should be focused on Land O' Lakes, Oakstead, Wesley Chapel, and Pasco County. We should talk to some marketing professionals and get a mailing list. We should revisit demographic marketing analysis conducted by David Lamb. A free download that solicits email addresses was also discussed.

Foundation (Stan)

- Steve McCarty was unanimously elected to the Foundation Board.
- The budget was reviewed and fundraising discussed.
- The next meeting will be held on October 10th and the marketing plan will be discussed.

Principal's report (Michelle):

- Stan motioned to allow Siobhan Herkert to teach 7th grade science out of field. John seconded. Motion passed.
- The Hope Scholarship: whenever a student claims he or she is being bullied or experiencing other problems on a list of issues, he or she must be given a form for the Hope Scholarship. In the future, it may provide funding to attend a private school or allow the student to transfer to a public school of their choice (the financial component is unclear at this time). However, the student can only transfer if there is room at the school they choose.
- Best and Brightest Teachers: this program gives money to highly effective and effective teachers or those teachers that did well on standardized college admission tests. Four people met all of the criteria to receive the award: Kara Sofilka, Suzette Meredith, Scott Wilson, and Lauren Thomley. There will likely be more applicants next year as it is difficult to locate old test scores used to receive the award.
- Christina G. motioned to submit the teachers listed above for the Best and Brightest Teacher's Program. Stan seconded. Motion passed.
- This year the goals include of the improvement in students' RIT scores in math and reading on the NWEA Map test. This year the school provided the results to the Charter Office as requested.
- The board needs to vote on a plan for the "A" money for faculty and staff that were here last year. The money is split evenly among the faculty and staff.
- John motioned to keep the "A" money plan the same as last year. Everyone splits the funds equally, with ½ portions for part time employees. Christina G. seconded. Motion passed.
- Alex LaSpina won the Young Educator Award from USF.
- Michelle is enjoying teaching gifted until October 15th.

Vice Principal's Report None

Financial/HR Report (Kris Smith)

- Employees are interested in transferring the school to the Florida Retirement System. Our previous council told us it was not possible. Randy can research this.
- John motioned to approve \$2,500 to have Randy look into the feasibility of switching to the Florida Retirement System. Stan seconded. Motion passed.
- John: we should also talk to a financial consultant about how Learning Gate's current retirement plan could be made competitive.
- Kris will look into national pension systems.
- Not all employees took advantage of the retirement monies last year (participation was 20%). Employees need to sign up by the end of the year to be eligible to receive funds.
- Kris will contact Randy to look into FRS. Jenn C. followed up with Randy about closed meetings to discuss sensitive topics. Randy says to keep all meetings open, while Jeff says to hold closed meetings. Jeff will speak with Randy when he returns from vacation.

PTSA:

- The PTSA is planning to send out another survey about fundraising events. Michelle will help write the survey.

Old Business:

- None

New Business

- John: Suggests that the school be technology-free. It has come to his attention that some students are sharing age inappropriate movies and television shows during aftercare. Michelle emphasized the policy that phones are to be kept in backpacks during school hours. She will discuss aftercare technology policies with Ms. Leah.
- Kris: The audit was sent out. There were no findings. The board will advise Kris if they see any discrepancies in the audit.
- The next meeting will be held October 15th at the Hanna Campus in a classroom.
- A nonprofit group, Owl's Nest, would like to hold volunteer orientations (led by John) every 6 weeks on campus. They will not be charged for use of the space since the group brings value to the school.
- Jenn C. motioned to allow Owl's Nest to use Heron Hall free of charge for volunteer orientations. Jenni W. seconded. Motion passed.
- John will obtain a bid for ongoing website maintenance.

Meeting adjourned at 7:54 P.M.

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

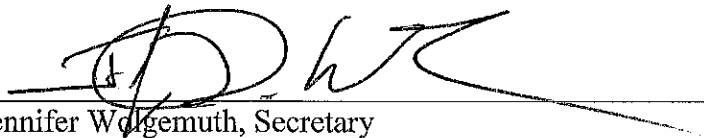
LGCS Board Executive Signatures


Jennifer Collins, Chair

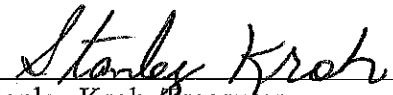
10-15-18.
Date

Absent
John Zdanowicz, Vice Chair

Date


Jennifer Wolgemuth, Secretary

Date


Stanley Kroh, Treasurer

10/15/18
Date