Meeting Details

In Person – 1251 E. Fowler Ave Suite A. Tampa, FL 33612

Microsoft Teams Link [(Click here)](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZGQ2ZTZmMTgtZTg3MS00YzRhLTk3NTktODVlNzU0MWY3MGE3%40thread.v2/0?context=%7b%22Tid%22%3a%2210a8fdf9-c2ff-4e0d-9c19-1fe2c188164a%22%2c%22Oid%22%3a%2201cd288d-7b9e-4373-b3cd-63d2ca2521d6%22%7d)

**Meeting Agenda:**

Attendance: Linda Neverson, and Karen Smith, Romaine Edwards, Glennis Perez

Absent: David Styles

| **Agenda Item** | **Action** | **Facilitator** | **Minutes** |
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| 1) Meeting Minutes | Vote | Board Chair | The Board Meeting was called to order by our President Linda Neverson. The Board Chair and others reviewed the minutes from the prior meeting July 27, 2023.  **Motion**: Karen Smith made a motion to approve the minutes as written.  **Decision**: Approved unanimously |
| 2) Public Comment | None | Board Chair | The Board Chair opened the floor for public comment. No comments were made. |
| 3) Monthly Financials | Vote | Executive Director | The Board Chair gave the floor to the Executive Director for details of the Monthly Financial Statement for July. Mr. Edwards, Executive Director, reported that the CPA needed a few more days to get the Monthly Financial Statements to the Board and will have them available on August 31, 2023.  The Board President asked how did the finances look according to the end of the year? The Executive Director reported that the elementary school did take a loss due to the decrease in enrollment.  Question 2: In terms of reserves, did we start off with a positive for the new school year? The Executive Director reported the school had a Net Position of $78,803.00 at the end of the year. This is a decrease from the prior year of $76,467.00.  **Decision: The Board tabled the review and approval of the July Financial Statement to the next Board Meeting.** |
| 4) Approvals For New Year | Vote | Board Chair | Annual ES Budget:  The Board reviewed the 23-24 SY budget. It identified a budget for 125 students. There is a positive surplus by the end of the school year of approximately $30,000. Village of Excellence, Inc will also provide financial support using the Employee Retention Credit that it will receive in the next 5 months. The current enrollment is 103 students. The plan of attack for recruiting is to have Mr. Edwards and Mrs. Perez to take on retrieving families. We will send letters, make phone calls, and physically reach out to families to try to reclaim them back. The school is in a rebuilding stage as we have just relocated and had some attrition that took place. Mrs. Perez is also working with other schools for leads and referrals.  Mr. Edwards also reported that he has made recruitment efforts in attending community football practices, cheerleading practices, and advertising in the community neighborhoods.  The growth and increased enrollment for our school will be strongly impacted with the opening of the new VPK- Little Eagles Academy. Once this is up and running, we will not have to look too hard for our program will be filled from VPK on up- reported by Mr. Edwards.  **Motion: Karen Smith made a motion to approve the 23-24 Annual School Budget.**  **Second: Linda Neverson**  **Decision: Unanimously approved**  VPK Update:   * The school is waiting for an inspection to open the program. Our inspector is on vacation and so there has been a back up in assigning an inspector. * We’ve received the letter to open from the State (only the VPK portion). We must be approved to open the Wraparound Services portion of the program. That is the hold up.   Legacy Elite Christian:   * We have a signed lease with Tami Robinson and Legacy Elite. * They move on October 1, 2023. * They pay $7,310.00 monthly with a $7,310.00 deposit due by October (half in Sept and half in Oct) * It is a Christian Private School. * This was decided as the best option for the organization to avoid a potential “breach of contract” with the Landlord. It would have cost the school an upwards of $150K. Instead, Mr. Edwards scouted and found a tenant to sublease. After consulting with Mr. Styles and legal counsel, Mr. Edwards was able to convince the landlord to allow us to sublet the building. We received written approval and therefore have Legacy Elite as tenants.   The Board gave praise and appreciation for the hard work Mr. Edwards put in to orchestrate these deals for the betterment of the organization. She also gave praise to Mrs. Perez for getting the new site furnished and ready for day one and that the school is off to a good start!  **Please note from the Executive Director: The profit from the sale of the 4600 Building and the monies collected from ERC (Employee Retention Credit) will be deposited in the Village of Excellence, Inc account.** |
| 5) State of School Report | Vote | Executive Director | SIP Plan  The Board Chair opened the floor for Mr. Edwards. Mr. Edwards gave Mrs. Perez the floor to discuss the SIP Plan.  Principal Perez Reports:   * There are not a lot of changes but tweaks to last year's plan as the plan was strong and students made a triple digit jump in Reading, while Math stayed the same. * There will be a stronger focus on small group instruction and intervention. Small group plans will begin at the beginning of the year instead of later. The Science of Reading is leading our practices this year so staff is being trained heavily.   After reviewing, the SIP plan went to a vote.  **Motion: Karen Smith made a motion to approve the SIP Plan for 23-24.**  **Motion 2nd: Linda Neverson**  **Decision: Approved unanimously**  Teacher Evaluation System  The Board reviewed the Teacher Evaluation System from the Florida Consortium of Charter Schools.  **Motion: Karen Smith made a motion to approve the Teacher Evaluation System from the Florida Consortium of Public Charter Schools.**  **Motion 2nd: Linda Neverson**  **Decision: Approved unanimously**  CERP (Reading Plan)  The Board reviewed the CERP prior to the meeting. There were no questions about the plan. Went to a vote.  **Motion: Karen Smith made a motion to approve the CERP Reading Plan for 23-24 SY.**  **Motion 2nd: Linda Neverson**  **Decision: Approved unanimously** |
| 6) PTO Policy | Vote | Executive Director | Mr. Edwards discussed the proposal to update the prior year’s PTO policy in order to increase Staff Attendance in the school year. At the time of the meeting, 50% of staff had already used 50% of their PTO requests.  Mr. Edwards and Mrs. Perez proposed moving to an Accrual system versus a Banked Day system. Staff would accrue PTO hours per pay period (4) and Administrators rate of accrual would accrue based on years of service starting at (4) and increasing based on the scale.Those with more than 1 year of service would be permitted 10 days yearly, but can only take off what they have accrued per pay period. 12 month employees would be able to take off increasing days yearly depending on the number of years of service reported on the scale in the employee handbook.  The Board will review the Policy again after the Attorney and ADP Total Source has provided feedback for a vote. |
| 9) Adjournment | Vote | Board Member | **Motion: Karen Smith made a motion to adjourn the meeting as there were no other business to discuss.**  **Motion 2nd: Linda Neverson**  **Decision: Motion Adjourned unanimously at 2:55 pm** |

Additional Information: