



# Burns Sci-Tech Charter School

Regular Board Meeting Minutes

December 3, 2024 - 6:00 pm

Cafeteria

1. Call meeting to order. 6:02
2. Pledge of Allegiance.
3. Roll Call: Richard Paczkowski, Dr. Rodger Thayer, Damian Hall, Jonathan Glugover, Adam Owens, Albert Amalfitano, Suzanne Jarrell. Admin: Daniel Hargrave, Alexis Galerno, Brent Appy
4. Approval of Regular Board Meeting Minutes from October 22,2024. Motion to approve October Minutes by Mr. Hall. 2<sup>nd</sup> by Mr. Glugover. Motion passed.
5. Public Participation. Six participants shared information with the board.
6. Reports and Discussion/Actions:
  - a. Discuss the grievance process after the emails are received and any follow-up to the grievant letting them know the grievance was received and a timeline for follow-up.
    - i. Discussion from the workshop: Mr. Glugover will contact those who submitted grievances. The policy language will be updated to refer to a "grievance officer" instead of a "committee."
  - b. Discuss signup for the rotation of board members attending SAC meetings.
    - i. Board members assigned to SAC meetings, scheduled for 5:30 PM in the cafeteria:
      1. December 11: Suzanne Jarrell
      2. January 15: Albert Amalfitano
      3. February 19: Dr. Rodger Thayer
      4. April 16: Richard Paczkowski
  - c. Discuss and approve out of field teachers- action.
    - i. This item was postponed to the January Meeting
  - d. Discuss and approve early release schedule- action.
    - i. Following workshop discussions, the new dates were approved. Motion to approve the new early release schedule by Dr. Thayer. 2<sup>nd</sup> by Mr. Owens
  - e. Discuss proposal for investment policy- action.
    - i. Discussion noted that while an investment policy was considered in 2022, one was never created. Members agreed that a district-provided policy could be adapted if needed, concluding that no immediate policy creation/action was required.
7. **Principal Reports:**
  - a. **Primary Principal's Report – Mrs. Galerno**
    - a. Literacy Night was held for the first time, receiving positive feedback from parents and students. Plans are to continue annually.
    - b. Staff celebrated a Friendsgiving event before Literacy Night, fostering camaraderie.
    - c. All K-8 students received at least two books through the Book Blast Fundraiser.
    - d. Portables have been approved by the City of Oak Hill and will be installed in the coming weeks.
    - e. Administration and board members attended the Florida Charter School Conference and gained valuable insights.
    - f. December Events:
      - Fridays: Holiday shirts, hats/socks, and PJ days. Friday, December 20 - Early release at 1:30 PM.
      - December 14: School float in the Edgewater and Oak Hill Parade.
      - December 11: School Spelling Bee at 8:30 AM in the cafeteria.

**b. Secondary Principal's Report – Mr. Hargrave**

- a. Beauty and the Beast play scheduled for December 17 and 18.
- b. Volleyball had a successful season; boys' basketball is underway.
- c. SGA is sponsoring the 7th and 8th grade dance on December 7.
- d. Two teachers, Mrs. Lagana and Mrs. Roof, were nominated for Crystal Apple Awards. Mrs. Roof won out of 15 nominees.
- e. The Science Fair was a success:
  - Grand Champion: William Friel (6th grade).
  - High School Winner: Taylor Landers.
  - Amanda King and Abigail Aldridge collaborated with Stetson University.
- f. A mock interview day is scheduled for December 13. Volunteers are welcome to help students build interview skills.

**8. Treasurer Report:**

- a. Audit shared with board members for review before the next meeting.
- b. Budget overview as of October 31:

- Positive Fund balance of \$3.5 million.
- Monthly net income of \$24,000.
- Year-to-date net income of \$113,000.
- Budget based on an October count of 1,116 students.

c. Mr. Appy discussed and gave an update on the progress of the loan application for a loan to USDA Rural Development Community Facilities Program. He also explained that the School plans to use the loan to refinance its existing facilities currently leased from Building Hope and Oak Hill Community Trust into one loan. There were no questions or comments from the members of the public regarding this loan or the project.

**9. Agenda items to consider for the next workshop and regular meeting.**

**a. Workshop Discussions**

- i. Training/transition plan for board members for the upcoming year
- ii. Audit
- iii. Out of field teachers
- iv. Change of wording on the grievance policy to change from committee to member.
- v. Do we need or want an investment plan/policy for Burns?
- vi. Step up program funding opportunities.

**b. Regular Board Meeting Actions**

- i. Audit (Action)
- ii. Out of field teachers (Action)
- iii. Change of wording on the grievance policy to change from committee to member. (Action)

**10. Board Member issues concerns/comments.**

- a. Dr. Thayer was very happy with the school and mentioned it was great to have a due date for each part of the science fair projects.
- b. Mrs. Jarrell was impressed with the projects that she saw and judged in the schools science fair.
- c. Training/transition plan for the board members who will change position in the new year.
- d. We should create a FAQ for the board members and those interested in applying.
- e. Look at vacancies and look at applications.

**11. Public Announcements - Next Regular Board Meeting January 28, 2025, at 6pm and Workshop at 5pm**

**12. Adjournment. 6:50**