

# HARTRIDGE ACADEMY

## Annual Board Meeting And Election of Officers

June 28, 2023

The meeting was called to order by President Sherry Kelley. Also in attendance were board members Lisa Street and Juan Lopez as well as Principal Debra Richards. The minutes from the last meeting were reviewed and approved.

The Principal presented the most recent financial statement which showed a favorable fund balance as well as copies of the most current bank statements. The principal reminded the board of the inconvenience of Bank of America not reopening on Havendale and the ATM not accepting deposits. Hartridge also does not receive interest on its BOA account. The principal recommended that we use one of our other two interest bearing accounts primarily and close BOA when those funds are fully used. A vote to do so was placed on the consent agenda.

The Principal announced that the Hartridge student's scored above that of the State and Polk County District Schools' on the new FSA testing for 2022 2023. A copy of the comparison chart that parents received was provided for the board. The principal continued that the daily tutoring provided by the Hartridge staff and admin until 5/5:30 was the major contributor to the individual student gains that lead to the Hartridge performance. This extra time costs over \$70000 but was applied to a grant for which we expect reimbursement. Still, most students in Florida, including ours have not closed the learning gap. Teachers and admin are willing to do the same for 2023 2024 since grant funds are still available and if the student's fall state progress monitoring results indicate the needs exist. The Principal shared that English is not the primary language of a large portion of the incoming kindergarten students in August which is likely to require extra tutoring.

The Principal reminded the board that there is still much repair and compliance work needed on campus that could not be done during school hours due to the nature of the work, supply shortages, and contractor scheduling. Detail was provided of the three areas still requiring full time summer work of staff on campus to receive materials and be on site for contractors and inspectors. Most of these are required to be completed before school can open in August – 1.Safe schools (security cameras, fencing, screens, window tinting, hard corners,training) 2. Hurricane damage (trees, brush, other fencing, painting, walls, ceilings, gutters, roof repairs (or new) 3. Health Department – (Lighting, dumpster pad and enclosure, new sink and plumbing in lunchroom, 2 new or repair 2-3 A/C units). Though costs of projects and Hartridge staff has already been approved, the rising costs of materials and insurance are expected to cause what was budgeted previously. A request to amend the budget accordingly is requested and added to the consent agenda as well as the 2023 2024 budget approval

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Secretary Lisa Street

which includes some of the unfinished projects to be completed in the summer. None of these repairs and capital costs are accrued into 2022 2023 for work not in progress yet.

The Principal states that she has requested PCSB to transfer two buses that PCSB planned to auction if no charter needed them and surrender are two oldest buses. The only costs will be minimal title costs or increase insurance. The request is included in the consent agenda.

The Principal requested approval of the admin and staff annual evaluations and the 2023 2024 teacher salary increase /chart. The chart shows a minimum of \$500 (less than \$3 per day) teachers only increase (bot admin) to \$1000 increase for 20+ year teachers (about \$5 per day). The increase may be less than PCSB but the resulting salary exceeds PCSB because our starting base was already higher. PCSB is still in the process of deciding what and when their staff will receive any additional increase. When determined, we will need to adjust minimally, if at all, to remain at least \$1 higher to remain competitive. Also, the existing grant approval includes paying for a new teacher thus a current employee who has now met the state requirements for certification has been selected. The pay will need to be adjusted and made retro. PCSB states "summer is their busy time" thus the delay. Also, a non-instructional staff member is on unpaid leave for family reasons thus a replacement will be selected who can also qualify as a security/safe school sentinel and drive for food services and other non-instructional duties the former performed. These items have been added to the consent agenda for approval.

Further discussion regarding the insuring of portables continued with no change to the previous decision to proceed without building insurance on those leased or those owned by Hartridge.

Finally, the Principal reminded the members that the audit is expected to involve much more considering all the changes, our increased volume in items (invoices, bank transactions, admin expected late submittal of volume of items that will need to be completed and submitted, and other compliance items. This is likely to be more costly and take longer than in the past but expectedly so with the above considerations and the cost of all services, especially time sensitive high demand services.

The consent agenda was reviewed with details added. A motion was made by Lisa Street and seconded by Tony Lopez to vote on the revised consent agenda. All three members voted to accept the agenda in its entirety.

There was no new business or comment from the board members. The election of officers had no new nominees and all three members voted and agreed to maintain their positions and years of service. Sherry Kelley President (3), Lisa Street (2), Juan Lopez (1).

A reminder was made that the Audit Committee would meet immediately after this meeting. A motion was made by Sherry Kelly to adjourn and seconded by Juan Lopez.

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Secretary Juan Lopez

## CONSENT AGENDA

June 28, 2023 revised for detail and additional discussion requiring a vote

1. Approve up to 40 hours weekly summer work hours for 2 Kelly Services, administrator, and if designated for summer reading site - two summer school teachers.
2. Approve budget amendment 2022 2023
3. Approve 2023 2024 budget
4. Approve PCSB calendar for students dates 2023 2024 – no early release
5. Approve purchase of two new A/C
6. Approve purchase of up to 5 Smart boards and/or additional computers.
7. Accept PCSB offer to exchange both old buses 9301 and 9305 for newer models.
8. Continue to negotiate portable insurance coverage or go without (cost vs value) – continue with none until then.
9. Approve staff evaluations and teachers' raise of minimum \$500 -\$1000 and at least over PCSB's published schedule, whichever is larger. Start eligible temp certified teacher when certificate issued but retro pay to beginning of school year if placed in a classroom by August 11. Delay is due to district, not employee. Teacher additional increases may take place as PCSB publishes.
10. Approve hiring one full time teacher and apply grant. Hire one part time staff who can also be a sentinel since previous sentinel is on leave. Staff must be insurable to drive van to assist with food service as well as safe school requirement to carry firearm security. Additional duties will be assigned to assist staff and students and maintain facility, and internet security. Will also be on teams and liason with fire/LAPD/Safe School.
11. Principal to change PCSB direct deposit form from Bank of America to our other existing account to earn interest and because local BOA closed.
12. Continue with leasehold improvements capital expenses due to hurricane for roof, fencing, landscape run off, brush and trees, ceiling tiles, and painting lunchroom and other rooms.
13. Continue with health department and safe school requirements for hand wash sink in lunchroom, replace lighting with LCD to minimum candlelight requirements, concrete pad and fenced closure for dumpster, fence privacy screens for play areas, tinting for windows.
14. Approve 2023 2024 board meeting dates including Election of Officers and Audit Committee
15. Continue without insurance on portables since it has been declined thus far. Continue search for timely roof improvements requested by insurance when their inspection is completed and roof to be completed before school starts.

Secretary Heidi