

HARTRIDGE ACADEMY Annual Board Meeting & Election of Officers -June 28, 2024

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

The Principal presented the most recent financial statement with a fund balance that well exceeds the minimum required fund balance despite using about some ,though less than budgeted, this year as planned in the budget. The year had many large projects and expenses, some still in progress, and a planned lower enrollment for the renovations to take place, thus the need to use the funds that were accumulated for this purpose and the unexpected major repairs. Again much is due to safe schools which exceeds the small budget we receive for safe schools. Remaining grant ESSR funds have been approved to apply to some of the remaining renovation for school year 2024 2025. These must comply with the Davis Bacon Act. Quotes were reviewed. The board and administration confirmed bidders are not relatives or associates of those who have provided quotes. The principal will need to be onsite and paid for this to be completed but an SRO will not be necessary as students will not be on campus in July.

The principal updated the board on the status of obsolete and unused items in storage off site and on site. The PCSB sent a representative to review the items for their removal and stated it may be months. The principal explained that the construction dumpster remains on site until school starts so anything the district does not pick up, we are permitted to finally dispose of thus relinquishing warehousing expense and repurpose space at the school.

Copies of the May bank statements and items from the consent agenda were also presented. The principal reminded the board where 24hour access to all documents relating to Hartridge revenue and expenses including insurances and payroll, district policies/rules, Florida statutes, FSA results, and inspections are located. The principal stated that parents also receive information on how to access their child's information and resources 24 hours a day but the board does not have access to that. A reminder was noted that there is a lockbox on the building allowing 24 hour access to the LAPD and other responders which does not require the presence of the principal or board members. It was noted that LAPD (our first responders whose city limits we are in) has 24 access to our internal monitoring system thus we have not joined the PCSO monitoring.

The Principal shared results of PCSB showing that Hartridge student's scored above that of the Polk County District on the new 2024 FSA testing. However, due to more weight will be given to gains than for actual score results this year, we are likely to receive a B or C. Little room exists for gains when students scored so high last year. Schools with much lower scores may earn an A since they had low scores last year which leaves a great deal of room for gains.

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The principal also shared that this is the final week of the extended four weeks of school which was approved for funding from Title 1 and remaining ESSR funds. Thus struggling students received 4 extra weeks of instruction without costs to Hartridge. Title 1 and ESSR funds (2 weeks each) paid for the entire payroll and SRO. We will also receive reimbursement for the school year 5:30 work days that staff was approved for ESSR funding for one on one and small group tutoring. ESSR remaining funds expire in September but can be applied for afterschool tutoring until then year 24 25. The CERP Reading Plan for Hartridge was shared.

Teacher and administration evaluations and teacher 24 25 payscale were presented. PCSB and Florida have not yet announced a new minimum start or increase. When that is determined, we will adjust minimally, if at all, to remain at least \$1 higher to remain competitive. Also the principal requested that the board approve for one of our teachers to be trained and funded to be a sentinel and another (veteran teacher of 20+ years) to provide supervision over the new teacher if necessary. Discussion took place regarding the need for a third kindergarten teacher with ESE endorsement and experience. This position is extremely hard to fill as the district itself is short, too. Discussion to confirm whether or not relatives to other employees including the principal could be considered if no other candidates are found. Legal confirmation of that option will be obtained before acted upon.

The large increase in insurance again with no coverage for the portables was discussed requiring us to proceed without building insurance on those leased portables or those owned by Hartridge and will provide a notice to the state for audit report as to why if required. This is an industry statewide problem and happened last year, too, without incident.

The consent agenda was reviewed in detail with supporting documents and vendor quotes/estimates. A motion was made by Lisa Street and seconded by Tony Lopez to vote on the consent agenda. All three members voted to accept the agenda in its entirety.

There were no new audience members asking to speak. However, the principal mentioned that a few sales people had dropped by with brochures of items for fundraising asking if they need to present to the board. The principal stated anyone can come to the board meetings and speak and also that brochures can be left for the SAC and staff regarding field trips and fundraising. Furthermore the board is not involved in fundraising but anything can be mailed directly to the board, too.

Members constructed a 2024 2025 meeting schedule. 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. Per Mike Brynjulfson, his firm will no longer be performing charter school audits. A motion was made by Sherry Kelly to adjourn and seconded by Juan Lopez.

8/20/2

HARTRIDGE CONSENT AGENDA JUNE 28 2024

1. Approve 2024 2025 budget
2. Approve budget amendment 2023 2024
3. Approve continued use of dumpster and an additional warehouse through August 2024
4. Approve disposal or sale of any items that the PSCB does not take.
5. Approve Principal and a Kelly Service or Manpower additional people to be paid for up to 40 per week for summer work June/July that is not extended school for students. Extended school year is reimbursed 100% by Title 1 and other federal grant that expires September 2024. Offer hours to current teachers too if capable/willing of the lifting.
6. Approve CERP Reading Plan
7. Approve teacher and admin evaluations and 2024 2025 pay scale table and contracts for teachers and hourly employees (support and bus). Scale will increase \$500 each step (not year). Returning teachers will receive \$500 pay increase. Approve corresponding TSIA's.
8. Update Retirement 403B plan to reflect teacher contracts that entitled contribution after one full school year, no vesting period, unlimited number of loans and amounts up to IRS rules. Beatty and Padilla entitled for their first year at Hartridge. Those funds held in forfeiture account not forfeited and returned to teachers' account. Will pay any interest/gains that may have been earned during those few weeks if any. Make 2024 school year contribution per FRS sample at 13.57%.
9. Approve to allow hiring of teachers who are related to staff and admin and board **if allowed by law**. Seek advice from attorney. However, will also require board approval before being hired so any required stipulations are in place.
10. Continue without insurance on portables unless reasonable coverage is found.
11. Approve Progressive Plan and Safe schools requirements to be funded with fund balance if no grants or funding is offered.
12. Approve Capital Outlay use for rents and insurances and capital improvements not covered by other grants.
13. Approve contractors for cleaning/porter and construction and warehouse projects including cost for uhaul and dumpster.
14. Approve using PCSB Code of Conduct for anything not covered by Hartridge parent contract. Approve Hartridge parent contract.