

# PEPIN ACADEMIES



## BOARD OF DIRECTORS MEETING

Pepin Distributing Company  
4121 N. 50<sup>th</sup> Street  
Tampa, FL 33610

**AUGUST 31, 2015**

**MINUTES**

**CALL TO ORDER: 5:37 P.M.**

**Board Members In Attendance:**

Jeff Skowronek - Present  
Scott Strepina - Present  
Brigitte Shaw - Present  
Laurel Lee Moore - Present  
Sandra Setin - Absent  
Shelley Sharp - Present  
Stacy Hahn - Absent  
Kelsey Lehtomaa - Present  
Brandon Selph - Absent  
Chris Denome - Present  
Melissa Ortiz - Present

**Discussion:**

**1.) Public Comment:**

- N/A

**Discussion &  
Action:**

**2.) Agenda Accepted**

Jeff strikes agenda item 10

Scott Strepina moved to approve August agenda

	<p>2<sup>nd</sup> – Brigitte Shaw</p> <p>All in Favor – No Opposed</p>
<b>Discussion:</b>	<p><b>3.) Community Relations Report</b></p> <p><b>Daviera:</b></p> <ul style="list-style-type: none"> <li>• Florida Aquarium Display: Will be updating display (marketing) and expanding space (3 weeks out from completing)</li> <li>• Gearing up for Golf Tournament (Nov. 7<sup>th</sup>) at Cheval Golf Course (NEW: online registration)</li> <li>• Will be meeting with Old McMickey’s Farm (Bill Giesecking from Pepin set up meeting). Trying to set up a Pepin Exhibit at the Farm.</li> <li>• Events Coming Up: Fall Food Truck Festival on Saturday, Oct. 17<sup>th</sup> from 11-2 p.m. (Hillsborough and Riverview Campus involved).</li> <li>• Tampa Bay Wave: Charity chosen for the month is Spark the Cause. 100% of donations will go to new technology for the school.</li> <li>• Tampa Bay Buccaneers Fundraiser. Tickets are discounted and proceeds from ticket sales come back to the school.</li> </ul>
<b>Discussion:</b>	<p><b>4.) Finance Report</b></p> <ul style="list-style-type: none"> <li>• Charles Burke went over financial report.</li> <li>• Topics discussed: Changes to budget. There was a surplus of \$13,000 on the budget sheet at the last meeting. There is now a surplus of \$115,000. Changes occurred because: We are no longer offering VPK due to lack of registered students, which has eliminated a salary, PASS has given \$70,000 toward bottom line, one of the full-time employees went to part-time on budget. Most changes are payroll related.</li> <li>• Shelley: Can you explain revenue?</li> <li>• Charlie: IDEA Funding was cut and we should have clarification soon as to why. FTE Dollars are based on a projected 705. We were advised by Natalie on our Capital Outlay numbers. Lunch receipts are based on last year’s numbers and we are taking into consideration the increase in enrollment. Aftercare: have to look at what is coming in versus what is being spent. The rest includes donations, etc. Year-to-Date for Hillsborough (July) will balance out once we get into the school year. Up-front costs tend to be high.</li> </ul>
<b>Discussion:</b>	<p><b>5.) Fundraising Report</b></p> <ul style="list-style-type: none"> <li>• Jeff: Pass Board (Support Services Board) created a new position -- Community Liason for Crisha Scolaro. She will be paid through PASS. She will be the face of Pepin in the community. Pass is also</li> </ul>

	<p>looking for a Developer Officer that will be responsible for creating community partnerships with local organizations.</p> <p>Update from Natalie:</p> <ul style="list-style-type: none"> <li>• Looking for Grants for teachers and support services.</li> <li>• Looking into grants from the Department of Education.</li> <li>• Natalie is working with Sam Ash to fix damaged instruments and to possibly have new ones donated.</li> <li>• Working on Teacher Supply grant.</li> <li>• Working to build a relationship with the Glazer Children’s Museum (possible field trips and working to train staff at the museum to work with students that have disabilities).</li> <li>• In the process of creating a partnership with Brandon Sports -- Aquatic Sports.</li> <li>• Working with Trident Program (for students that need more time after Transition).</li> <li>• Working to get grants for additional vans for the Transition Program.</li> <li>• Annual high school field trip to Tallahassee sponsored by Tom Pepin is in the planning stages.</li> <li>• Starting to build a partnership with Ernie Els Center in Jupiter Florida.</li> </ul>
	<p><b>6.) Principal’s Report</b></p> <p><b>Craig:</b></p> <ul style="list-style-type: none"> <li>• Topics Discussed: <ul style="list-style-type: none"> <li>- Compliance</li> <li>- Enrollment Update</li> <li>- Recent Events</li> <li>- Upcoming Events</li> <li>- Sports</li> </ul> </li> </ul>
<p><b>Discussion &amp; Action:</b></p>	<p><b>7.) Approval of July Minutes</b></p> <p>Scott Strepina moved to approve the July minutes  2<sup>nd</sup> – Brigitte Shaw</p> <p>All in Favor, No Opposed</p>
<p><b>Discussion &amp; Action:</b></p>	<p><b>8.) Teacher Out of Field Letter</b></p> <ul style="list-style-type: none"> <li>• Craig: Florida Statute requires that we send a letter to alert our parents about teachers that have not met all of the requirements for certification. If they have anything outstanding within their certification they are on the list.</li> </ul> <p>Brigitte Shaw moved to approve the Teacher Out of Field Letter</p>

	<p>2<sup>nd</sup> – Scott Strepina</p> <p>All in Favor, No Opposed</p>
<b>Discussion:</b>	<p><b>9.) Riverview Facility Update</b></p> <ul style="list-style-type: none"> <li>• Craig: We are still awaiting final approval for occupancy in the portable. Temporary placement is ideal, but we are making do.</li> <li>• Special Use Permit was approved. We will now be working with Finance Committee and Hung to get moving on the project. Also, working on getting funding for future purchase of the project. The delays have caused us to run into problems, and we will not be able to open the new facility on the first day of school next school year.</li> <li>• Jeff: We need to make sure that parents understand that we will work to make this right and we need to sensitively be able to express why we are where we are in the process.</li> <li>• Brigitte: We need to create a definite timeline for them</li> <li>• Laurel: We need a plan in place to present to parents to ease their minds.</li> <li>• Discussion continued in regards to how the board will move forward and which steps will be taken before presenting the information to the Riverview parents.</li> </ul>
<b>Discussion:</b>	<p><b>10.) Principal Evaluation Committee</b></p> <ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Discussion:</b>	<p><b>11.) Other Business</b></p> <ul style="list-style-type: none"> <li>• N/A</li> </ul>
	<p style="text-align: center;"><b>ADJOURNMENT: 6:45 p.m.</b></p> <p style="text-align: center;">Scott Strepina moved to adjourn the meeting 2<sup>nd</sup> – Jeff Skowronek</p>
	<p style="text-align: center;"><b>The Next Meeting of Pepin Academies Governing Board will be at 5:30 p.m. on</b></p> <p style="text-align: center;"><b>September 28, 2015</b> <b><u>Pepin Distributing Company:</u></b> 4121 N. 50<sup>th</sup> Street, Tampa, Florida 33610</p>