

PEPIN ACADEMIES



BOARD OF DIRECTORS MEETING

Pepin Distributing Company
4121 N. 50th Street
Tampa, FL 33610

APRIL 25, 2016

MINUTES

CALL TO ORDER: 5:36 P.M.

Board Members In Attendance:

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

Discussion:

1.) Public Comment

- N/A

**Discussion &
Action:**

2.) Agenda Accepted

Scott Strepina moved to approve April agenda
2nd – Brigitte Shaw

All in Favor – No Opposed

Discussion:	<p>3.) Community Relations Report</p> <p>Daviera:</p> <ul style="list-style-type: none"> • Have attended several community events including the Riverview Chamber Synergy Luncheon, The Metropolitan Ministries Tour and Luncheon, and the Mayor’s Luncheon all in an effort to build partnerships with Pepin Academies.
Discussion:	<p>4.) Finance Report</p> <ul style="list-style-type: none"> • Charles Burke went over financial report. • Topics discussed: Not much activity for March. By June we will be at a surplus of just under \$150K. Expenses – nothing unusual. • Scott – Why did we go over the budget with the insurance? • Charlie – We had a larger cushion; we will need to cut back next year. We will be meeting with our agent to go over next year’s insurance.
Discussion:	<p>5.) Fundraising Report</p> <p>Jeff:</p> <ul style="list-style-type: none"> • \$10,000.00 in gala sponsorships collected so far. • A Pepin family donated \$5,000.00 last Friday. Their hope is that the funds make an immediate impact at the school level. The school will be working with them to come up with a plan for how the donation will be spent. • Give Day Tampa Bay: May 3rd. Please spread the word. It is currently posted on all of Pepin’s social media sites. Visit the Give Day Tampa Bay website. • Diversity Initiative Bowl-A-Thon coming up. Pepin is sponsoring 3 lanes. The Pepin bowling team will be invited to attend. • Learning Disabilities Month is in October and the plan is to make a push to create awareness.
Discussion:	<p>6.) Principal’s Report</p> <p>Craig:</p> <ul style="list-style-type: none"> • Topics Discussed: <ul style="list-style-type: none"> - Compliance - Recent Events - Upcoming Events – Provided Riverview Update

<p>Discussion & Action:</p>	<p>7.) Approval of February Minutes</p> <p>Scott Strepina moved to approve the February minutes 2nd – Laurel Moore Lee</p> <p>All in Favor, No Opposed</p>
<p>Discussion & Action:</p>	<p>8.) Leadership Structure</p> <ul style="list-style-type: none"> • Jeff – Annual review presented the following: school would benefit from a new structure that firmly allows Craig to do the job we need him to do and organizes the leadership structure so that stakeholders feel more comfortable and aware of exact roles and responsibilities of members of the leadership team. • Craig presented PowerPoint pertaining to new leadership structure and proposed plan for improvement. • Charlie – Budget will remain the same for the most part. Only a slight increase. <p>Brigitte Shaw moved to approve new leadership structure. 2nd – Laurel Moore Lee</p> <p>All in Favor, No Opposed</p>
<p>Discussion:</p>	<p>9.) Use of Pepin Academies’ Name Outside of School Sponsored Events</p> <ul style="list-style-type: none"> • Jeff – We want to protect Pepin’s name. We are growing and we want to create a policy that prevents the use of Pepin Academies’ name without the approval of the executive administration. • We will come up with language and act on it
<p>Discussion:</p>	<p>10.) Joe Williams Scholarship</p> <ul style="list-style-type: none"> • Jeff – Scholarship was approved. We will need to select the recipient before graduation. • Craig – Applications will be distributed to seniors soon. Application requirements include list of involvement in school activities and an essay about what Pepin Academies means to them. It will be presented at the Senior Award Ceremony on May 27th.
<p>Discussion:</p>	<p>9.) Other Business</p> <ul style="list-style-type: none"> • Jeff – We want to continue our partnership with USF; will work on finding a new contact and possible board member • Kelsey Lehtomaa volunteered to be the interim secretary

	<p style="text-align: center;">ADJOURNMENT: 6:55 p.m. Brigitte Shaw moved to adjourn 2nd – Laurel Moore Lee</p>
	<p style="text-align: center;">The Next Meeting of Pepin Academies Governing Board will be at 5:30 p.m. on</p> <p style="text-align: center;">June 27, 2016 <u>Pepin Distributing Company:</u> 4121 N. 50th Street, Tampa, Florida 33610</p>