



BOARD OF DIRECTORS MEETING

Wednesday August 3, 2016

PEPIN ACADEMIES-PASCO

9804 Little Road

New Port Richey, FL 34654

(Meeting held Rasmussen College 18600 Fernview St. Land O Lakes, FL)

- CALL TO ORDER:** 5:05 pm
- IN ATTENDANCE:** Board Members: Dennis Sheaffer, Cathy Peckett, Dr. Dreama Bilby, Dr. Lisa Richardson, DeLynn Gaston, Mary Spoto, Tom Ryan, Tamm Curtis, Celeste Kellar, Charlie Burke, Jason Aponte, Holly Lisle, Kelly Mothershead, Alexis Maxfield.
Guests: Five teachers from Pepin Pasco (Kebler, Spiegel, Mitchell, Bootcheck, Katherine)
- APPROVAL OF MINUTES:** Approval of May and June minutes (since there was no quorum at the June meeting and No meeting in July) – Delynn moved to approve, Dreama Seconded. All approved.
- PUBLIC COMMENT:** Dennis brought up the public comment rule and the board discussed the need to supply public comment cards ahead of time to anyone wishing to speak publicly during board meetings. This is included in the Policies and Procedures manual. All Guests were asked if there were any public comments, NO comments were added.
- DISCUSSION:** Dennis Introduced a potential board member, Maribel Villalobos-Grow Financial. She will be interviewed by Dennis and Celeste. She sat in on this as her first board meeting.
- DISCUSSION AND ACTION:** Notification of typos in the policy and procedure manual were noted and will be corrected. No other questions or comments were made.
Approval of Policies and Procedures manual-Lisa moved, DeLynn Seconded, so moved.

DISCUSSION:

Kelly gave Community Relations report- Speaking to Chambers of Commerce and Rotary clubs at least once per month, sometimes more. Kelly discussed the introductions and meetings with potential sponsor and auction item donors for the Gala that she made throughout the month. Kelly secured Ierna's Heating and cooling as a Photo Booth sponsor for the Gala as well as for Brews and Brains, Hillsborough's Golf tournament and Pasco's Fishing tournament. She also discussed other auction items received from Pasco businesses, thus far. Kelly was able to secure a fishing charter experience item from County Commissioner Mike Wells, and a Hot Air balloon ride for two from American Balloon Company. She explained that she was sending out letters to current classroom sponsors in hope of them all renewing for this year. She talked about the separation of Central Pasco Chamber and Trinity Odessa and our need to joint Trinity Odessa (now called Greater Pasco Chamber). Celeste agreed to make payment for membership. Kelly was accepted into the leadership Pasco class of 2016-2017, representing Pepin Pasco. Kelly also explained that a photographer will be onsite to take teacher and staff photos at the Open House on August 25th, the photos will be used for website, facebook promotions and culture books, etc. Kelly also discussed Holly's report regarding the Gala in Holly's absence. The Board decided as a group to each donate a bottle of spirit, to create a spirit basket auction item for the Gala from our board. The board will also bring Gift cards from local restaurants to the next board meeting to create "Dinner for the year tree" auction item. All members of the board were asked to solicit friends and family for sponsorships, and donation of auction items. When Holly arrived she elaborated on the progress of sponsors and donations. The board asked for a list of current donors and items donated.

PEPIN FIRST REPORT:

No members of FIRST were able to attend, however there was no real update since school has been out all summer.

PRINCIPAL'S REPORT:

Reported that our school is fully staffed!

- Building Leadership Team is working on school-based initiatives; SACS accreditation
- Celeste reported that Elementary has no openings
- Celeste stated that 4 classrooms were added
- A Media Center was added this year

- A Dance Instructor was added.
- And a Staff lunchroom was added.
- We have our first graduation class this year.
- Katherine Burns and Alexis Maxfield are our new Directors.
- Next board meeting Celeste will provide Accountability report with Survey results.
- Transportation was discussed, at this time there are no other options.

All of that was able to happen because of our expansion into the Anytime Fitness facility next door. Enrollment has increased to 308 for the 2016-2017 school year, as projected.

FINANCIAL REPORT:

Charlie Burke presented the updated financials to the board for approval.

- 2016-2017 Initial Budget was presented.
- Motion to approve budget was presented by Tom and Seconded by Tammy. All approved.
- Budget and financials improved over last year.
- We improved our food vendor(some increase in cost, but not specified yet)
- 308 Students not much change in that.
- Rent increased due to addition of the Anytime Fitness facility, additional 5000 sq ft.
- Price went up from \$5 per sq ft to \$10 sq ft
- We are projecting a \$110,000 surplus at the end of 2016-2017 school year. (expansions not included)
- Working on Audits

OTHER BUSINESS:

- Tom suggested workforce Training Grants 50-90% of their wages for new hires, Celeste will look into that. Positions would need to be posted on Sate workforce board.
- Tom also mentioned incumbent worker training grants of \$1500 per employee.
- School Expansion to a larger facility was discussed. VLOL Trinity was brought up, An additional undisclosed facility was brought up as well. It was decided that an expansion committee would need to be formed. Tom agreed to chair this new committee, Charlie, Celeste and Delynn agreed to be a part of the committee. We also need an audit committee at the next board meeting.

- Sunshine laws were discussed and Tom will go over the rules to ensure that we meet the regulations with our committee for expansion.

NEW BUSINESS:

Board meeting calendar for the year was approved and signed by the board Chair, Dennis.

ADJOURNMENT:

6:42 pm

Next meeting – Wednesday, September 7, 2016 5:00pm