



BOARD OF DIRECTORS MEETING

Wednesday December 6, 2017

PEPIN ACADEMIES-PASCO

9804 Little Road

New Port Richey, FL 34654

CALL TO ORDER:

5:18PM-Meeting was called to order by Natalie King

IN ATTENDANCE:

Board Members in Attendance:

Natalie King, Tom Ryan, Kris Hudson, Cathy Peckett, Ruth Reilly, DeLynn Gaston, Erin McMillen,

Board Members NOT in Attendance:

Tammy Curtis, Mary Spoto, Dreama Bilby

Staff Members:

Principal Celeste Kellar, Charlie Burke, Jason Aponte, Holly Lisle, Jane Bjorbekk, Greg Deyo, Crystal Deyo, Michelle Ariano

Guests:

Mr. Dale Bieber, Dr. Jeff Skowronek

APPROVAL OF MINUTES:

Cathy Peckett moved to approve November minutes. Tom Ryan seconded motion. Motion passed

PUBLIC COMMENT:

No Public Comment

DISCUSSION:

Tom Pepin invites everyone to attend holiday reception on 12/11/17 in Tampa. Reception will include food, bar, auction items, etc. Mr. Pepin will also host Pasco holiday luncheon on 12/22/17. Board members are also welcome to attend luncheon.

Mr. Pepin has provided employee bonuses in the past and will do so again this year. Bonuses will be paid with 12/15/17 payroll.

Kris Hudson will take over as Board Chair beginning in February (no meeting in January)

Erin spoke on behalf of Pepin FIRST Pasco – Recent catalog fundraiser brought in \$3776. Thank you to all that

participated or shared information. Recently completed all purchases of Pasco Media and Film Lab equipment. Holiday party upcoming on 12/21 and is open to all students and family. Party includes DJ, crafts, games, sensory Santa Claus, food and refreshments, etc. Catchin' for Pepin will be held Sunday, April 29, 2018. Info to be available soon.

PRINCIPAL'S REPORT

Compliance reporting is complete for all non-financials and drills. Events since last meeting include guardianship presentation and Title I meeting. Upcoming events include Community Night, Grinchmas, New Port Richey Holiday Parade.

Inter-local Agreement – Agreement with District County Commissioners that allows expediting of construction, facilities, etc. Copy of standard agreement provided to members. No cost or obligation involved in agreement and allows Pepin to use leverage of the district when building or retrofitting. Agreement was used for construction of PE facility and result was much smoother completion than initial build-out. Last intent has run out (3 year term). Agreement is with Pepin Pasco and District. New LOI needs to be signed if approved. Tom moved to enter into new agreement and motion seconded by Ruth. Motion passed. LOI to be completed.

PCPT Transportation Services – As of date of meeting, door to door transit services to Pepin students will cease effective January 1, 2018. Reason provided by PCPT – due to federal law, PCPT is not allowed to provide services because of fee-based private industry completion. Natalie and Celeste are looking into alternative options and recognize the hardship this places on families. Natalie contacted PCPT director this date and will be meeting with County Attorney, County Administrator, Gus Bilirakis, Board of County Commissioners. Much discussion among board members. Natalie will use contacts necessary. Media contact is discouraged at this time.

State School Recognition Program – Grant program provided by legislature each year and is financial award equivalent to approximately \$100 per student FTE. Program is school improvement-based, can be used in three ways as outlined in the grant, and is based on peer review. Funds originally anticipated in March, but funds came in last week. Deadline for use is 2/1/18 or money defaults to being evenly disbursed to only teachers with classrooms. Building Leadership Team (BLT) met last week and used a multi-voting process to determine which



recommendation for funds disbursement would be selected. Options provided to BOD on separate document. Board reviewed options. BOD agreed with recommendation by staff team to disburse a portion to all 70 staff. 55 employees to receive max of \$500, three Pasco/Hillsborough shared staff to receive \$167 each, remaining 12 employees will receive \$150 - \$250, based on months of service. Remaining \$798 will be used for educational equipment and/or supply needs as determined by BLT. Cathy Peckett moved to approve BLT recommendation; Seconded by Ruth. Motion passed.

FINANCIAL REPORT:

Charlie Burke provided a copy of recent audit to BOD. No internal control findings or concerns of internal control. No deficiencies or adjustments are necessary. Reviewed Management Discussion and Analysis – process used for audit and explanation of included government statements; explains how depreciation is calculated (fund basis to government basis)

Charlie reviewed General Fund Statement of Activities (copies provided). Highlights as of 11/1/2017

Total revenue is at \$1.7m

Staff benefits is at \$127k – expect reduction of approximately \$39k

Rent is at \$192k – slight increase as a result of Common Area Maintenance adjustment

Prop and Liability insurance is at \$42k, increase of \$10k because workers comp was underfunded.

Total Expenditures (\$1.8m) currently exceeds Total Revenues; however, gap will shrink because of nonrecurring expenditures that are generally front loaded.

HR REPORT:

Principal Annual Review -Reviews completed and score Celeste in the highly effective range. Jeff Skrowonek spoke about process Hillsborough used in principal review that sets up automatic cost of living increases based on national average to be applied at beginning of the school year and additional merit-based increase relatable to performance-based teachers' increases. Ad hoc group will meet and come back to BOD with recommendation for current performance and recommendation for future salary review process. Natalie will pull information from Hillsborough BOD meeting minutes and share with Pasco BOD. Tom Ryan volunteered to coordinate meeting of ad hoc committee for review and collaboration.



BUILDING COMMITTEE:

VA property – phenomenal property, but timeline to become vacant has been pushed back, not likely available until 2021.

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Continuing positive discussion with school district for possible acquisition of land or surplus property. No site found yet, but different variables have come up. The hope is to hone in on specific sites in February. Based on preliminary conversations, the district is willing to work with Pepin Pasco.

COMMUNITY RELATIONS REPORT:

Cup stacking with media coverage event held. Currently looking for silent auction items and sponsors for Gala in February. Working with a donor to acquire playground equipment. Celeste and Kelly are working on a Pasco-only fundraiser. Event to be held March 30. More details to come.

PEPIN FIRST REPORT:

Erin spoke on behalf of Pepin FIRST Pasco – Recent catalog fundraiser brought in \$3776. Thank you to all that participated or shared information. Recently completed all purchases of Pasco Media and Film Lab equipment. Holiday party upcoming on 12/21 and is open to all students and family. Party includes DJ, crafts, games, sensory Santa Claus, food and refreshments, etc. Catchin' for Pepin will be held Sunday, April 29, 2018. Info to be available soon.

ADJOURNMENT:

Tom moved to adjourn meeting. Seconded by Kris Hudson Meeting adjourned at 7:11pm.

NEXT MEETING:

Wednesday, February 7, 2018 @ 5:00pm

