



N King

BOARD OF DIRECTORS MEETING

Tuesday July 24, 2018
PEPIN ACADEMIES-PASCO
9804 Little Road
New Port Richey, FL 34654

- CALL TO ORDER:** 5:02pm Meeting called to order by Kris Hudson
- IN ATTENDANCE:**
- Board Members in Attendance:
Kris Hudson, Cathy Peckett, Dale Bieber, DeLynn Gaston, Ruth Reilly, Mary Spoto, Dreama Bilby, Tom Ryan
- Board Members NOT in Attendance:
Natalie King
- Staff Members:
Principal Celeste Kellar, Kelly Mothershead, Jason Aponte, Charlie Burke, Katherine Burns, Alexis Maxfield, Holly Lisle
- Guests:
None
- APPROVAL OF MINUTES:** Ruth Reilly moved to approve the June board meeting minutes, Dale Bieber Seconded the motion. All approved, motion passed.
- PUBLIC COMMENT:** No Public comment
- PRINCIPAL'S REPORT:** Celeste Kellar reported Charlie Burke is working on the compliance audit. We need to approve a Safety Plan and a Mental Health plan. Both will be discussed later in the meeting with presentations by the Assistant Principals. Celeste Kellar said that Pepin Pasco is fully staffed with 322 students and current openings in 5th and 9th grades only. Celeste Kellar stated that the Student Orientation was a success with most students in attendance, only approximately 10 students were absent from the orientation.

DISCUSSION:

Alexis Maxfield presented the proposed School Safety Plan for board approval. A School Safety Guard has been hired. Gil Mercado is a retired law enforcement officer with a daughter and son attending Pepin Academies Hillsborough. Gil has been in training for two weeks. He has completed his Defensive Firearms training and will be completing CPR and classroom training in the upcoming weeks. The Pasco Sheriff's office provided the training and recommended the equipment for us to purchase. \$1100 will be spent on shirts and equipment not including the Gun and Taser that will arrive by the start of the 2018-2019 school year. The Ballistic vest will not be here by the first day of school, but should arrive shortly after. Our school security risk assessment needs to be submitted by August 1, 2018. The Pasco sheriff's office toured Pepin Pasco and suggested installing security cameras along the fence in the front of the school. They also suggested mirrored tint on the cafeteria windows. Administration will purchase and install the cameras and the window tint as suggested and submit the assessment along with our staff handbook to the State for review. For security reasons, the assessment will not be shared with anyone. Pepin Pasco will not have a back-up for this guard. The allocation for this guard is \$17,000 but the cost will be much more. The guard will be present at arrival and dismissal, highly visible throughout the day walking and checking all school perimeters. This plan is a work in progress, Celeste will continue to receive information from other Charter Principals next week. Katherine Burns presented the proposed Mental Health Plan, The plan was distributed to the board members. The plan will identify and support students with mental health issues. Pepin Pasco currently staffs one Behavioral Specialist, one Clinical Social Worker and one School Social worker. Our IEP process will identify those students at risk as well as the students and teachers can identify any specific issues or concerns. Staff will receive specified training, we utilize the pack a sack/food pantry program, Specific training for students, preventing and identifying substance abuse issues. Behavioral parent training and training thru the Sheriff's office. Pepin Pasco staff will use the Restorative Practices and Pro-active strategies with students. Utilizing strong relationships with Baycare behavioral health to ensure students receive the services and resources needed. Staff awareness and Development along with increased internal data collection. Pepin Pasco board members will be voting on this plan to use instead of the District plan. Tom Ryan moved to accept and approve this Mental Health Plan and opt out of the Pasco county school plan for Pepin Academies Pasco, Cathy Peckett seconded the motion, all were in favor and the motion passed.

The Teacher/Principal evaluation system used is from the Florida Consortium of Public Charter schools. FEAP-Florida Educator Accomplished Practices. This requires a board vote to continue to use this system for evaluations for 2018-2019 school year.

Ruth Reilly moved to approve this evaluation system again this year, Cathy Peckett seconded the motion, all were in favor and the motion passed.

BUILDING/FACILITIES COMMITTEE:

In Natalie King's absence, no update was provided. Tom Ryan stated that he spoke with Charlie Burke and this committee needs to meet ASAP in order to keep moving forward with all options and avenues for a permanent facility. Public notice will be provided once this meeting is scheduled.

ADHOC COMMITTEE REPORT:

Kris Hudson discussed the Principal's review. Kris Hudson presented the procedure that we will use based on Pepin Hillsborough's system. This procedure will utilize self-evaluation, surveys and analyzing the data annually. This will be reviewed with the Principal to discuss areas that can be improved and acted upon prior to the next review. Kris Hudson presented the template with timelines for each step of this procedure to be completed. Celeste Kellar will schedule parents to come to the school to fill out surveys. The findings of the surveys will be presented to the board for approval. **Cathy Peckett moved to approve this procedure with the corrected dates and timelines, Ruth Reilly seconded the motion, all were in favor and the motion passed.**

FINANCIAL REPORT:

Charlie Burke presented the Finance report. The current budget was distributed, Pepin Pasco will have a surplus of approx. \$53,000 because some items came in under budget. There is \$604,000 in cash and 51 days. There will be some large expenditures throughout the year, but there should be a surplus remaining. No capital purchases are expected this year. Kris recommended changing the budget items to include those items for school Safety guard. **Ruth Reilly moved to approve the budget with the changed to line items for school safety guard and plan, Cathy Peckett seconded the motion, all were in favor and the motion passed.**

COMMUNITY RELATIONS REPORT:

Kelly Mothershead discussed the activities in the community. She said she is continuing to speak to Rotary clubs, Chambers of Commerce and other organization about Pepin Academies. Kelly discussed the classroom sponsors, donation she has been receiving. Local businesses are collection funds for school supplies, items needed for classrooms and classroom sponsors, Kelly has been gaining support for Pepin Pasco through attending political and non-political events and local business meetings, Kelly continues to educate the community about Pepin Pasco. Board meeting dates for 2018-2018 were submitted to board from approval. **Tom Ryan moved to approve board meeting dates, Ruth Reilly seconded the motion, all were in favor and the motion passed.** The board meeting dates will be posted on the Pepin Pasco website and sent to Pasco county school district. Holly Lisle discussed the upcoming Foundation Alumni Event on Sunday August 26, 3-7pm. Holly also talked about our Gala which is scheduled for Saturday March 2. No further details about the Gala are available yet. Holly also talked about the Avila tennis event that raised nearly \$130,000 last year.

HR REPORT:

Jason Aponte discussed our Equity policy. Pasco County asks the board to approve the equity and complaint procedure policy. Pepin Pasco policies are more robust than that of the district. Our complaint procedure is posted on our Pepin Pasco website and available as part of the Pepin Pasco handbook. Complaint procedures are written for Parents and for Students and these policies were discussed at length. **Ruth Reilly moved to approve our Equity policy, Cathy Peckett seconded the motion, all were in favor and the motion passed.** Tom Ryan moved to approve the complaint procedures, DeLynn Gaston seconded the motion, all were in favor and the motion passed.

PEPIN FIRST REPORT:

Pepin First was not in attendance

NEW BUSINESS:

There will not be a meeting in August our next scheduled board meeting will be September 5, 2018

ADJOURNMENT:

Ruth Reilly moved to adjourn meeting, seconded by Cathy Peckett. Meeting adjourned at 7:00pm.