

MINUTES

Governing Board Reading Edge Academy, Inc.

April 19, 2022 Samsula Academy 6:00 PM

Governing Board Members Roll Call:

Staff Members Roll Call:

Arlene Lowery	Acting Chair	P	Peggy Comardo	Principal	P
Sandy Kent	Acting V Chair	P	Don Comardo	Facilities	P
Arlene Lowery	Secretary	“	Debbie Smoak	AP REA	P
Marianne Stanley	Treasurer	P	Maryann Roberts	AP Samsula	P

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

This meeting was called to order at 6:00 PM at Samsula Academy by Arlene Lowery, Acting Chair. The Pledge of Allegiance was recited, and roll call was taken.

Guests attending were Mrs. Allyson Bronkie Samsula Academy 5th grade teacher, Mrs. Lisel Doreste-Hamilton Samsula Academy Coach, Mrs. Samantha Highbee, a parent from Samsula Academy, and Kim Bonfield, Finance Manager for both schools. Mrs. Sue Smith, a former Instructional Coach at Samsula Academy who was visiting from Maine was also welcomed.

Also in attendance was Mr. John Simmons and Mr. Richard Cassidy, Sales Consultant with Paychex Payroll Services.

PRESENTATION – PAYCHEX Payroll Services

Mr. John Simmons introduced Mr. Richard Cassidy, Sales Consultant for Paychex Payroll Services. Paychex is a new payroll system proposed for Reading Edge Academy and Samsula Academy employees. It was explained that savings of \$3,600 per year would result by using the new system, and that it was already in place to handle the May 5th payroll with approval of the Board.

After answering questions about this system, it was presented to the board for approval. A motion was made by Mrs. Stanley to accept Paychex Payroll Services, and seconded by Mrs. Kent. The motion carried 3 – 0, with Mrs. Lowery, Mrs. Stanley, and Mrs. Kent approving the motion.

PUBLIC PARTICIPATION – Sue Smith, Oxford, Maine

Mrs. Smith was introduced as a possible candidate for a future administrative position at Reading Edge Academy, Inc.. Her letter of introduction was presented to the voting board members and she gave a brief description of her educational qualifications and philosophy and her desire for future academy employment.

APPROVAL OF PREVIOUS MINUTES

The March 2022 minutes written by Mrs. Lowery were sent to the Board online and presented for approval. A motion was made by Mrs. Stanley to accept the minutes and seconded by Mrs. Kent. The motion carried 3– 0 with Mrs. Lowery, Mrs. Stanley and Mrs. Kent approving the motion.

FINANCIAL REPORTS

The financial reports were presented by Mrs. Marianne Stanley for **March 2022**.

A motion was made to accept the Reading Edge Academy March financial report by Mrs. Kent and seconded by Mrs. Lowery. The motion carried 3 – 0 with Mrs. Lowery, Mrs. Stanley, and Mrs. Kent voting approval.

A motion was made to accept the Samsula Academy March financial report by Mrs. Kent and seconded by Mrs. Lowery. The motion carried 3 – 0 with Mrs. Lowery, Mrs. Stanley, and Mrs. Kent voting approval.

Mrs. Stanley presented the amended budget for Reading Edge Academy. Mrs. Lowery made a motion to accept the amended budget for Reading Edge Academy with the understanding that it could be further amended at the school year's end. Mrs. Kent seconded the motion. The motion passed with Mrs. Lowery, Mrs. Stanley and Mrs. Kent voting approval 3 – 0.

Mrs. Stanley presented the amended budget for Samsula Academy. Mrs. Lowery made a motion to accept the amended budget for Samsula Academy with the understanding that it could be further amended at the school year's end. Mrs. Kent seconded the motion. The motion passed with Mrs. Lowery, Mrs. Stanley and Mrs. Kent voting approval 3 – 0.

It was suggested that in order to balance both budgets for the 2022 – 2023 school year, salaries may have to be frozen, and other expenditures cut back.

ASSISTANT PRINCIPAL'S REPORTS

Reading Edge Academy by Ms. Debbie Smoak

Wednesday, March 23 – FSA Celebration for 3rd, 4th and 5th grade students. We had a Rock Wall, Obstacle course, and Carnival type games for students to participate with. We had 24 volunteers come and help support this activity along with Jeremiah's Italian Ice who provided flavored ice to all the students, staff and volunteers.

Thursday, March 24 – FTE Audit – Kim Bonfield presented our findings to the district and prepared the Audit for review.

Wednesday, March 30 – Slime Day for the Heart Association. Students were allowed to slime a staff member if they had collected a designated amount of money for the Heart Association.

Thursday, March 31 – John Simmons explained and signed staff onto the new insurance for the 2022-2023 school year.

Friday, April 1 – Begins the annual Teacher Appreciation which includes all staff members. Lunch was provided by Fire House Subs and volunteers came and covered the café for the teachers so they could eat together in the conference room which was decorated in a nice quiet atmosphere for their relaxation. Staff received a personal notepad from the school.

Tuesday, April 5 – FSA Writing for 4th grade (2 hour test) and ELA for 3rd grade (80 minute test)

Wednesday, April 6 – FSA Writing for 5th grade (2 hour test) and ELA for 3rd grade (80 minute test)

Friday, April 8 – Teacher Appreciation supplied by Chick Fil A with breakfast and 2 gift cards for each staff member.

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Tuesday, April 12 – Waste Management Assembly for 4th grade

Wednesday, April 13 – Fire and Ice Spirit Night at Tijuana Flats and Jeremiah’s Italian Ice from 2 p.m. till closing with the school receiving 20% refund to the school.

Friday, April 14 – Teacher Appreciation continues for staff. Debary Golf and Country Club provided a delicious meal and staff received an insulated cup. The Roster Verification was submitted to the state.

Monday, April 18 – Team Meetings with kindergarten, 3rd and 5th grade. Discussed those who need the Gift of Time and who would benefit by attending the Summer Program in June.

Tuesday, April 19 – Team Meetings with 1st and 2nd grade. Discussed those who need the Gift of Time and who would benefit by attending the Summer Program in June. 4th grade’s annual Field Trip to St. Augustine, left at 7:30 a.m. and returned at 6:30 p.m.

Thursday, April 21 – 3rd grade has a Field Trip scheduled for Sea World, leaving at 8:30 a.m. and returning at 5:00 p.m.

Friday, April 22 – Teacher Appreciation continues with lunch provided by Caldwell Realty for the entire staff, who received a computer bag.

Tuesday, April 26 – Kindergarten Round-Up scheduled for 8:30 a.m. and again at 6:00 p.m. to provided information to our new students.

Reading Edge Academy’s enrollment is currently 311.

SAMULA ACADEMY by Mrs. Maryann Roberts

Tuesday, April 5, 2022 - FSA ELA Grade 3 Session 1 and 4th Grade Writing

Wednesday, April 6, 2022 - FSA ELA Grade 3 Session 2 and 5th Grade Writing

Thursday, April 7, 2022 - Mrs. Roberts met with the 5th grade students moving up to Creekside Middle School to assist them with choosing electives.

Tuesday April 12, 2022 - Mrs. Roberts attended TAT (Threat Assessment Team) virtual meeting with Southeast VCS administrators and guardians. This meeting is held monthly to share experiences to better improve school safety.

Tuesday, April 12, 2022 - Kim and Diane attended virtual Clerical Institute.

Friday, April 15, 2022 - Mid Trimester ends

Tuesday, April 19, 2022 - Creekside Middle School Orientation was held for 6th grade parents

and students.

Wednesday, April 20, 2022 - Progress report comments are due to the administration.

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Wednesday, April 20, 2022 – Mrs. Roberts will attend a Virtual DPS informational meeting for ESE teachers, DPS and Administrators to disseminate latest ESE compliance information and/or issues.

Monday, April 25, 2022 – No school for teachers and students

Tuesday, April 26, 2022 – April 29 -BOGO Book Fair April 27-29

Wednesday, April 27, 2022 – Progress Reports go home.

Wednesday, April 27, 2022 – Christina Kromhout completed the Art of Reflection and Response Teacher Institute. This a 40 credit year-long institute which merges arts standards and curriculum in the content areas building connections. A reception will be held to honor teachers participating in the program at the Museum of Art in Deland.

Friday, April 29, 2022 – Kindergarten Round Up

Samsula's current enrollment is 170.

PRINCIPAL'S MESSAGE

Mrs. Comardo thanked her teams for both schools for their continued exemplary, dedicated service.

She asked if there were any questions about the letter she sent to Dr. Shanoff, Volusia District Schools requesting the release of Conveyance of Property in the deed for Samsula Academy. There were none.

OLD BUSINESS

Safety Lighting at Reading Edge Academy

Mr. Comardo explained that because prices to install lights in the back parking lot on poles would cost in the neighborhood of \$6,000 and then result in high electric bills to operate, this installation was not practical. He then showed the board that another way to light the doors in the back with LED lights which would be more cost effective and still light the back building and parking lot. Costs would not exceed \$ 5,000.

Because this has been an ongoing safety issue, Mrs. Lowery made a motion that the installation of the most cost effective installation of lighting be made as soon as possible, as long as costs would not exceed \$ 5,000.

Mrs. Kent seconded the motion. The motion passed 3 – 0 with Mrs. Lowery, Mrs. Stanley, and Mrs. Kent voting approval.

Quotes for Fencing Samsula Academy

Mr. Comardo told the board members that quotes for fencing Samsula Academy were coming in at \$50,000 and \$36,000. Better Fence still has not submitted their bid, but at such high prices that was not something affordable at this time.

NEW BUSINESS

Resignations- Mike Caldwell and Vickie Foster

Mrs. Lowery acknowledged two resignations from key board members, Mike Caldwell, Chair and Vickie Foster, Vice Chair. She explained that she would act as Chair and also keep her position as Secretary until it came to a vote in June. She also asked Mrs. Kent to act in the position of Vice Chair.

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New Board Members

Mrs. Samantha Higbee, a parent from Samsula Academy was told that the board members were provided with her letter requesting to become a board member and it was very favorable. She would have to pass a drug screen, submit finger prints and complete a 4 hour Governance Training prior to becoming a member.

Mrs. Lowery then announced that new board membership was open, and she wanted candidates such as parents from both schools, especially Reading Edge Academy, to become members.

Proposed Governing Board Officers for School Year 2022-2023

Chair	Arlene Lowery
Vice Chair	Sandy Kent
Secretary	Arlene Lowery
Treasurer	Marianne Stanley

New E-Mail for Board Members

Reading Edge Academy, Inc. is providing the Governing Board members with the following e-mails

Arlene Lowery	alowery@readingedgeacademy.org
Sandy Kent	skent@readingedgeacademy.org
Marianne Stanley	mstanley@readingedgeacademy.org

Sunshine Law for Charter Schools

The Board was reminded that all meetings, including committee meetings must be open to the public, they must be announced and subject posted ahead of the meeting, and minutes must be taken at those meetings. Also, two or more board members may not meet privately and discuss any business that could come up for a vote at a future board meeting. This a Florida State law.

NEXT MEETING: May 17, 2022 at Reading Edge Academy

ADJOURNMENT: The meeting adjourned at 7:30 P.M.

Respectfully Submitted,

Arlene Lowery, Secretary
Reading Edge Academy, Inc.
Governing Board