

MINUTES
Governing Board Reading Edge Academy, Inc.
August 18, 2020
Reading Edge Academy, Debary

Governing Board Members Roll Call:

Staff Members Roll Call:

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| Mike Caldwell | Chair | P | Peggy Comardo | Principal | P |
| Vickie Foster | V Chair | P | Don Comardo | Facilities | P |
| Arlene Lowery | Secretary | by Phone | Debbie Smoak | AP REA | P |
| Marianne Stanley | Treasurer | P | Maryann Roberts | AP Samsula | EX |
| Sandy Kent | Member | by Phone | | | |
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CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

This August 18th meeting was called to order at 6:20 PM by Mr. Mike Caldwell, Chair. The Pledge of Allegiance was said, and roll call was taken. Due to bad weather conditions, both Arlene Lowery and Sandy Kent were present by phone. The meeting was held live at Reading Edge Academy in Debary.

FINANCIAL REPORT

The June 2020 financial report was presented by Mrs. Stanley. A motion was made to accept the report by Mrs. Vickie Foster and seconded by Mr. Mike Caldwell. The motion carried 5 – 0 with Mr. Caldwell, Mrs. Foster, Mrs. Lowery, Mrs. Stanley, and Mrs. Kent approving the June financial report.

Mrs. Stanley presented the July financial report. A motion was made to accept the report by Mrs. Vickie Foster and seconded by Mrs. Sandy Kent. The motion carried 5 – 0 with Mr. Caldwell, Mrs. Foster, Mrs. Lowery, Mrs. Stanley, and Mrs. Kent approving the July report.

APPROVAL OF PREVIOUS MINUTES

The July 2020 minutes written by Arlene Lowery were presented. A motion was made by Mrs. Stanley to accept the minutes, seconded by Mrs. Foster. The motion carried 5 – 0 with Mr. Caldwell, Mrs. Foster, Mrs. Lowery, Mrs. Stanley, and Mrs. Kent approving the motion.

ASSISTANT PRINCIPAL’S REPORTS

Reading Edge Academy by Ms. Debbie Smoak

- Administration participated in several virtual trainings required by the state of Florida or our district:
 - ✓ School City – replaces Eduphora which held testing information and grading
 - ✓ Administrative Institute – included safety/security, COVID-19, ESOL, Canvas (Dashboard), curriculum, Autism, VSET (evaluation tool for faculty) and Social, Emotional Learning (mental health support)
- **July 23rd** – Administrative Meeting – concluded with taking Mrs. Comardo to lunch for her birthday
- **July 24th** – K. Bonfield, J. Bonfield and D. Smoak met at the school to prepare the café for Social Distancing for families coming to a “Reopening” meeting scheduled for Monday, July 27th
- **July 27th** – Mrs. Comardo and D. Smoak held a parent meeting at 9 a.m. and again at 6 p.m. to share the steps and protocols that had been implemented at Reading Edge Academy over the summer to ensure the safety and health of our staff, students and families. **August 4th** – Fire Security inspection was completed for Volusia County Public Schools by a member of the Orange City Fire Department.

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- **August 5th and 6th** – Faculty and staff were asked to come to Reading Edge Academy to speak with Mrs. Comardo about the annual contract. They were given five (5) days to review the document, sign and return to Mrs. Comardo.
- **August 10th** – All Reading Edge Academy faculty and staff reported to school for the first official faculty/staff meeting for the 2020-2021 school year. The meeting involved issues specific to Reading Edge Academy’s faculty and staff. Various programs, protocols, and changes were discussed and explained.
- **August 11th** – Mrs. Ginzl, Instructional Coach and D. Smoak met with each individual grade level team to discuss changes in the curriculum.
- **August 13th** – Sansula’s faculty and staff joined Reading Edge’s faculty and staff for a meeting about Reading Edge Academy, Inc. which included changes in the Personnel Policy and their contracts. Daytona Photography, Tim Skinner, came and took photographs for the ID badges for both schools. Reading Edge Academy, Inc. provided a box lunch from Honey Baked Ham for all participants. Non instructional personnel were dismissed after lunch. The faculty continued with evaluation training, VSET.
- **August 14th** – Faculty met with D. Smoak to discuss “Meet the Teacher” and “Curriculum Night”. Due to COVID-19 and the Social Distancing requirements, it was decided that each team would prepare a short (10-15 minute) power point presentation that they record to be posted on our Reading Edge Academy website for families to view. Meet the Teacher would be held on three(3) separate days with blocks of time for parents to come and also assist with Social Distancing.
- **August 18th** – Kindergarten Meet The Teacher = 8:00 a.m.-11:00 a.m.
5th grade Meet The Teacher = 1:00 p.m.-3:00 p.m.
- **August 19th** – 1st grade Meet The Teacher = 8:00 a.m.-11:00 a.m.
4th grade Meet The Teacher = 1:00 p.m.-3:00 p.m.
- **August 20th** – 3rd grade Meet The Teacher = 8:00 a.m.-11:00 a.m.
2nd grade Meet The Teacher = 1:00 p.m.-3:00 p.m.

Families expressed appreciation for the way we tried to model our expectations for Social Distancing by taking temperatures, recording those and the wearing of face shields or masks.

Our current enrollment is 297

Samsula Academy by Mrs. Maryann Roberts

Thursday, July 30 th 2020 -“Getting to Know You” new teacher/staff luncheon took place at Lost Lagoon for all new staff members to Samsula Academy. Teachers were presented with baskets of supplies for their classrooms.

Monday, August 10 th 2020 - Teachers reported back to school and worked in their classrooms.

Tuesday, August 11 th 2020 - Samsula Academy Teachers and staff participated in the Smart Start Reopening Training. Mrs. Comardo advised teachers and staff of all the COVID 19 protocols/ procedures which were put into place for the 2020-2021 school year. Teachers reviewed the documents and also encouraged to read the “COVID 19 Questions and Answers”document posted on the Samsula Academy Web page.

Thursday, August 13 th , 2020 – Reading Edge Academy Inc. met at REA for the joint beginning of the year faculty meeting. Pictures were taken by Mr. Tim Skinner for ID Badges. The Employee Personnel Handbook, Dress Code, Security and other areas of the Employee Handbook were reviewed by Mrs. Comardo. Mrs. Smoak and Mrs. Roberts addressed the VSET Evaluation system and DPP (Deliberate Practice Plan) as required annually by the district.

Friday, August 14 th 2020 - Teachers worked in their classrooms.

Monday, August 17 th 2020 - Teachers met to discuss the new Lesson Planning format.

Tuesday, August 18 th 2020 – Articulation meetings took place for all grade levels: K-1, 2-3, 4-5.

Wednesday, August 19 th , 2020 – “Deeper Dive into Math Strategies” online through VCS CANVAS - Grade K-2 8:30-9:30 - 1hour PD Grades 3-5 1:30-2:30 - 1 hour PD

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Thursday, August 20 th , 2020 - COVID 19 - 2 hour training- self paced 8:30-10:30 followed by Articulations for Grades 1-2 and 3-4.

Friday August 21 st 2020 - School Improvement Plan (SIP) – 8:30 -10:30am

Monday, August 24 th 2020 - School City – (replacement for Eduphoria) – self paced

PRINCIPAL’S MESSAGE

Mrs. Comardo announced that because of the low student count expected for the upcoming school year at Samsula, two units would be shut down. The student count for Samsula was 180, with 20 expected to be online. She reported that Reading Edge was expecting 297 students, with 100 that wanted to be taught online.

Mrs. Comardo also stated that there was a reduction in the Financial Liability PTO at this time due to a payout that was done on June 30, 2020.

OLD BUSINESS

Samsula Water - Mrs. Comardo reported that they were still waiting for a quote for the pipe installment. It was again mentioned that there should be a letter or memo requested from the County Fire Department that Samsula was grandfathered in as a school, regarding the requirements for sprinklers.

Samsula Building Plans – Mrs. Comardo reported that the building plans were still on hold while Marshall B. Bone was still working with the district to allow a release in the contract in order to borrow funds from the land to make improvements on the building.

NEW BUSINESS

Teacher Contracts

Mrs. Lowery made a motion that the teacher contracts be accepted for the 2020-2021 school year. Mrs. Stanley seconded the motion. The motion carried 5 – 0 with Mr. Caldwell, Mrs. Foster, Mrs. Lowery, Mrs. Stanley, and Mrs. Kent approving the motion.

Next Meeting: September 15, 2020 Online or Reading Edge Academy
(Due to Coronavirus, this will be announced later)

Meeting Adjourned at 7:10 PM.

Respectfully Submitted,

Arlene Lowery, Secretary