

**MINUTES**  
**Governing Board Reading Edge Academy, Inc.**  
**August 3, 2021 Reading Edge Academy 6:00 PM**

Governing Board Members Roll Call:

Staff Members Roll Call:

Mike Caldwell	Chair	P	Peggy Comardo	Principal	P
Vickie Foster	V Chair	P	Don Comardo	Facilities	Ex
Arlene Lowery	Secretary	P	Debbie Smoak	AP REA	P
Marianne Stanley	Treasurer by Phone	P	Maryann Roberts	AP Samsula	Ex
Sandy Kent	Member by Phone	P			

**CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**

This meeting was called to order at 6:00 PM at Reading Edge Academy by Mr. Mike Caldwell, Chair. The Pledge of Allegiance was said, and roll call was taken. Mr. Don Comardo and Mrs. Maryanne Roberts were excused. Mrs. Marianne Stanley and Mrs. Sandy Kent were present by telephone.

**FINANCIAL REPORT**

The June 2021 financial reports were presented by Mrs. Stanley. A motion was made to accept the Reading Edge June report by Mrs. Vickie Foster and seconded by Mrs. Arlene Lowery. The motion carried 5 – 0 with Mr. Caldwell, Mrs. Foster, Mrs. Lowery, Mrs. Marianne Stanley, and Mrs. Sandy Kent voting approval.

Likewise with the June financial report for Samsula. Mrs. Arlene Lowery motioned that it be accepted, with Mrs. Vickie Foster seconding the motion. The motion carried 5 – 0 with all voting members voting approval.

Due to the early meeting date, the July figures were not ready for presentation.

**APPROVAL OF PREVIOUS MINUTES**

The June 2021 minutes written by Ms. Debbie Smoak for Mrs. Arlene Lowery were presented. A motion was made by Mrs. Foster to accept the minutes, and seconded by Mrs. Lowery. 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**

**June 29th** – We celebrated Hal Lee, our guardian and Paula Ginzl, our Instructional Coach as they moved into retirement on June 29, 2021. We welcomed Keith Asmussen (formerly known as Coach) as an administrative assistant and Daovy Walton (formerly 3rd grade teacher) as our new Instructional Coach.

**June 30th** – I met with the tutoring team for final assessments and determination of student’s academic progress. We discussed how well the tutoring worked for our students.

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**July 6th** – I had a team meeting with Daovy Walton, Keith Asmussen, the office staff, and Kim Bonfield as HR for REA, Inc. We discussed how we needed to proceed with preparing for the upcoming year, and planned for moving classrooms and furniture.

In the afternoon I met with Mrs. Comardo and Maryann Roberts and we began discussing plans for the upcoming 2021-2022 school year.

**July 14th** – Mrs. Walton and Mr. Asmussen attended multiple workshops and training for curriculum and Autism training, and several other topics.

**July 21st** – I attended an administrative meeting with Mrs. Comardo and Maryann Roberts.

**July 26th** – I attended Administrative Institute at the Plaza Resort where multiple programs were discussed.

**July 27th** – I worked from Samsula due to the floors being cleaned and waxed. I worked with the team to develop the agenda for the faculty meeting and the REA, Inc. joint meeting scheduled for Thursday, August 12<sup>th</sup>.

**July 28th** – We all attended the Benchmark Advance curriculum training with the majority of Reading Edge Academy teachers. We also met with the new candidate for hire and introduced them to our insurance and retirement program.

Throughout the month of June and July Keith Asmussen, Daovy Walton and I participated in several Safety and Security virtual trainings along with curriculum.

**Reading Edge Academy's current enrollment is 313.**

### **SAMSULA ACADEMY by Mrs. Maryann Roberts**

Mrs. Roberts was not present to give her report.

**Samsula Academy's enrollment is currently 180.**

### **PRINCIPAL'S MESSAGE**

Mrs. Comardo read a letter to the board that would be given to the employees at the beginning of the school year concerning pay increases.

Mrs. Comardo reported that the schools will keep their ratings the same as last year; Reading Edge Acadamey A, and Samsula Academy C.

## OLD BUSINESS

**Samsula Building Plans** – Mrs. Comardo stated that there was nothing new to report on the building plans to improve the buildings at Samsula Academy. She also stated later in the meeting that no fencing would be installed around the building and grounds until all improvements are made due to the high cost of fencing.

**Centegix Update** – Mrs. Comardo reported that the Centegix crisis alert badge installation will be completed prior to the start of school on August 16, 2021.

## NEW BUSINESS

### Approval of Hiring/Contracts

Mrs. Smoak reported that Reading Edge Academy requested six new employees to be hired. Candidates are:

- Sharon Prah – Kindergarten – from Volusia County Public Schools as an experienced teacher
- Dionne Landry – 4 h grade – from Volusia County Public Schools as an experienced teacher
- \*Melissa Smith – ESE Specialist – from Lake County Public Schools as an experienced teacher
- \*Liz Rodriguez – P.E.- from Volusia County Public Schools as an experienced substitute teacher
- \*Rachel Pascascio – 5th grade – from a private school with a letter of Eligibility for 1st – 6th grade
- \*Jennifer Christ – 1st grade –from college with a letter of Eligibility in Drama for 6th -12th grade

(\*denotes new teacher participating in the Teacher Induction Program to achieve a teaching certificate)

Mrs. Vickie Foster made a motion to accept the returning employees at Reading Edge Academy and the new candidates with their contracts for the 2021-2022 school year. Mrs. Arlene Lowery seconded the motion. The motion carried 5 – 0 with Mr. Caldwell, Mrs. Foster, Mrs. Lowery, Mrs. Stanley, and Mrs. Kent approving the motion.

There were no new employees to be hired at Samsula Academy for the 2021 – 2022 school year.

Mrs. Vickie Foster made a motion to accept the returning employees at Samsula Academy with their contracts for the 2021-2022 school year. Mrs. Arlene Lowery seconded the motion. The motion carried 5 – 0 with Mr. Caldwell, Mrs. Foster, Mrs. Lowery, Mrs. Stanley, and Mrs. Kent approving the motion.

Mr. Mike Caldwell signed the employee contracts for both schools.

### Approval of Preliminary Budget

The 2021-2022 budgets for both schools are still being compiled by Principal Peggy Comardo and Governing Board Treasurer Marianne Stanley. They will be presented at a later date.

**NEXT MEETING:** September 21, 2021 at Samsula Academy

**ADJOURNMENT:** The meeting adjourned at 6:33 pm.

Respectfully Submitted,

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