

Minutes
 Governing Board Reading Edge Academy, Inc.
 August 20, 2019 at Samsula Academy

Governing Board Members Roll Call: Staff Members Roll Call:

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

Meeting was called to order at 6:10 PM

Pledge of Allegiance

Introduction of Members:

- Sandy Kent was excused.

Financial Report:

- Financial Report for 2018-2019 school year: Motion made by Mrs. Carter to accept the report, seconded by Mr. Caldwell. The motion carried 5-0 with Mr. Caldwell, Mrs. Carter, Mrs. Foster, Mrs. Lowery and Mrs. Stanley voting to accept the report.
- Financial Report for July 2019 was tabled until the final budget numbers are available. Mrs. Stanley and Mrs. Comardo will work on those numbers for the next meeting.

Approval of Previous Minutes June 2019:

- Motion made by Mrs. Stanley to accept the minutes, seconded by Mr. Caldwell. The motion carried 5-0 with Mr. Caldwell, Mrs. Carter, Mrs. Foster, Mrs. Lowery and Mrs. Stanley voting to accept the minutes.

Public Participation: none

Principal's Message:

- Guardians are in place at both schools.
- New cleaning contracts are in place, two different companies.
- Audit is complete and will be presented at the next meeting.

- A new Speech Language Pathologist is needed at Reading Edge.
- Easter Seals is providing the SLP for Samsula.
- New cameras are in place at both schools. Reading Edge has a leak in the roof and a wall. Floors were done in both schools. The fire pump at Samsula is being worked on
- Approval for Accrued PTO. Motion made by Mrs. Stanley to approve the maximum amount PTO according to the schedule presented, seconded by Mr. Caldwell. The motion carried 5-0 with Mr. Caldwell, Mrs. Carter, Mrs. Foster, Mrs. Lowery and Mrs. Stanley voting to accept the report.
- Out-of-Field in Subject Area Parent Notification was sent to the students of Ms. Shay Entwhistle, Samsula Academy. Motion made by Mrs. Carter to approve the letter being sent, seconded by Mrs. Lowery. The motion carried 5-0 with Mr. Caldwell, Mrs. Carter, Mrs. Foster, Mrs. Lowery and Mrs. Stanley voting to accept the report.
- Mrs. Whitley submitted a letter requesting the first two days of school off with pay. Motion made by Mrs. Lowery to approve the leave with pay, seconded by Mrs. Foster. The motion carried 5-0 with Mr. Caldwell, Mrs. Carter, Mrs. Foster, Mrs. Lowery and Mrs. Stanley voting to accept the report.
- Teacher contracts have been signed. Motion made by Mr. Caldwell to ratify the contracts, seconded by Mrs. Stanley. The motion carried 5-0 with Mr. Caldwell, Mrs. Carter, Mrs. Foster, Mrs. Lowery and Mrs. Stanley voting to accept the report.

Old Business: None

New Business:

- Discussion was held about the ratification of employee contracts as it pertains to new hires.

Public Participation: None

Next meeting: September at Reading Edge Academy at 6 PM

Meeting Adjourned: 7:50 PM

**Assistant Principal Report
Reading Edge Academy
August 2019**

Thursday – July 11th = Paula Ginzl, Instructional Coach and D. Smoak, AP, attended the Scholastic Reading Summit in Orlando, FL. It had excellent breakout sessions and that is the day our School grades came out! We were an 'A' school, earning 458 total points earned. Up from a 'C' to an 'A'.

Tuesday, July 16th = Administrative meeting with Peggy Comardo, Paula Ginzl and Sue Smith at Samsula discussing school grades.

Tuesday, July 23rd = Staff took Mrs. Comardo to lunch celebrating her birthday. We had an administrative meeting that afternoon.

Friday, July 26th = I met with Tommie Moten, ESE Specialist, discussing our ESE students and possibilities for this coming year.

Monday, July 29th = We allowed teachers to have access to the school and their classrooms to begin preparing for the upcoming school year.

Monday, July 29th = Maryann Roberts and I attended the District Administrative Institute at Deland High School.

Thursday, August 1st = Sue Smith and Maryann Roberts facilitated a training for both staffs at Reading Edge Academy pertaining to a reading program A-Z.

Monday, August 5th = Staff officially began – held a celebration for the staff recognizing their efforts in achieving the School grade of an 'A'. Mrs. Comardo and I had a breakfast and treats for them supplied by our PTA.

Tuesday, August 6th = Mrs. Ginzl and I held individual grade meetings with each team to talk about particulars in their programs.

Wednesday, August 7th = District meetings were held requiring P.E., Art, Music and ESE to be off campus for the day.

Thursday, August 8th = Reading Edge Academy, INC held their joint meeting at Samsula Academy beginning at 7 a.m. with Daytona Photography taking staff pictures, Sugar Thumb catered breakfast and Happy Deli catered lunch.

Friday, August 9th = "Meet The Teacher" took place from 8:00 a.m. till 11:00 a.m. We had a good turn out and lots of smiling faces.

Monday, August 12th = School begins with students, smooth opening!

Thanks to the following for helping us get our facility ready for this school year:

The Anayas Family for cleaning up the front garden/flagpole area, adding mulch, flowers and water. Mrs. Whitley and Mrs. Walton (teachers at REA) helped spear head this event.

To S&J Exterior for pressure washing walkways along with Mrs. Murphy (a parent). All walks are clean and beautiful.

Mr. Taranto for cleaning out the trees and trimming the bushes around our property.

Mr. Cade, Mr. Sweigart and Mrs. Wright for supporting our students at parent drop-off and pick-up this past week.

The Strasser family for painting the front walkway a clean green.

Whitney Weydig for monitoring our PTA FaceBook page, cleaning up the conference room and preparing the uniforms for distribution.

**Assistant Principal Report
Samsula Academy
August 2019**

7/23/19 - The staff took Mrs. Comardo out to lunch for her birthday.

7/29/19 - Teachers were allowed in their classrooms to start setting up for the new school year. Every classroom teacher was on campus that day.

7/29/19 - Mrs. Smoak and Mrs. Roberts attended the Administrative Institute.

8/5/19 - Teachers official "first back of school." Parents came in and set up a surprise breakfast of Panera bagels and fresh fruit in the conference room for the teachers.

8/6/19 - Samsula staff met to review our School Improvement Plan for the new school year. Data for the previous year was discussed and the three areas of focus of the plan were laid out: improved Math instruction, small group instruction, and attendance. Incentives will be offered for attendance. Small group instruction in Math will use the acronym MATH M- meet with the teacher, A- at your seat work, T- technology, H - hands on.

8/7/19 - Teachers attended district departmental meetings: PE, Art, Music, and ESE. All other teachers worked on their classrooms.

8/8/19 - Joint meeting with REA and Samsula took place. Staff pictures were taken. Teachers reviewed the faculty handbook, new legislation, insurance, payroll, and dress code. Teachers were also trained to take attendance in the new FOCUS program adopted by the district.

8/9/19 - Meet the teacher took place from 10-11 am. Teachers enjoyed lunch and attended Samsula's site faculty meeting.

8/12/19 - Today was the long awaited "First Day of School". The children came back all smiles and very excited to start the new school year. I visited all the classrooms to welcome the children back. The remainder of the week went very smoothly. It was as if the children never left!!!

8/14/19 - First fire Drill of the new school year. We set a record time of 3 minutes and 33 seconds. We will have the next one on 8/21 - weather permitting.

Other

Samsula Academy grounds are looking great! Two of our families came to the school and pressure washed the grounds and portables. One parent has also offered to paint the walkway entering the school. The butterfly garden has been adopted by a new family this year as well.

Samsula is looking to **improve communication** this year. We are encouraging the use of use of Facebook, the Remind AP, and Email. Certain letters will still be sent out.

Articulation meetings across the grade levels took place on 8/14 & 8/21. Teachers met to review out watch list of students going through the PST process as well as those who may need to start the process.

Curriculum nights began the week of 8/19/19: Grade K on 8/19, Grade 3 on 8/20, Grades on 4-5 8/21. Grade 2 was rescheduled for 8/28/19. All parents will meet in the café for a brief presentation and Housekeeping items. They then went to the classrooms to talk with the teachers.

Istation and Moby Max are up and running. Teachers are integrating them into their classrooms as a rotation during ELA and Math small group instruction time.

Our first book fair is the second week in September.