

**MINUTES**  
**Governing Board Reading Edge Academy, Inc.**  
**October 20, 2020 Reading Edge Academy 6:00 PM**

**Governing Board Members Roll Call:**

**Staff Members Roll Call:**

Mike Caldwell	Chair	Virtual	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	Virtual	P	Maryann Roberts	AP Samsula	P
Sandy Kent	Member	Virtual	P			

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

The October 20<sup>th</sup> Governing Board meeting was called to order at 6:00 PM by Mrs. Vickie Foster, Vice Chair. Mr. Mike Caldwell, Mrs. Marianne Stanley, and Mrs. Sandy Kent attended virtually. The Pledge of Allegiance was said, and roll call was taken. The meeting was held live at Reading Edge Academy.

**AUDITOR’S REPORT FOR SCHOOL YEAR ENDING JUNE 30, 2020**

Mr. Tom Riley with Holland and Reilly presented the end of year auditor’s report for the year ending June 30, 2020. He explained that due to the coronavirus, the audit was conducted virtually using telephone, texting, and email. Because of this it took more time and an extension had to be requested in order to present the findings to the District.

For Reading Edge Academy the Financial Highlights were as follows:

- \*The School was closed for several months due to the pandemic. Because of this the overall revenues were negatively impacted resulting in an excess of expenditures over revenues of \$156,777.
- \*The School’s governmental funds had a positive fund balance of \$849,483 which represents a \$156,777 decrease from the prior year’s fund balance of \$1,006,260.
- \*Student enrollment at June 30, 2020 was 251 students. (On October 20, 2020 enrollment was 274 students.)

A motion was made by Mrs. Stanley to accept the Reading Edge Academy audit, and seconded by Mrs. Lowery. The motion passed 5 – 0 with Mr. Caldwell, Mrs. Foster, Mrs. Lowery, Mrs. Stanley, and Mrs. Kent approving.

For Samsula Academy the Financial Highlights were as follows:

- \* The School was closed for several months due to the pandemic. Because of this the overall revenues were negatively impacted resulting in an excess of expenditures over revenues of \$22,174.
- \* The School’s governmental funds had a positive fund balance of \$539,128 which represents a \$22,174 decrease from the prior year’s fund balance of \$561,302.
- \*Student enrollment at June 30, 2020 was 212 students. (On October 20, 2020 enrollment was 177 students.)

A motion was made by Mrs. Stanley to accept the Samsula Academy audit, and seconded by Mrs. Foster. The motion passed 5 – 0 with Mr. Caldwell, Mrs. Foster, Mrs. Lowery, Mrs. Stanley, and

Mrs. Kent approving.

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## **FINANCIAL REPORT**

Mrs. Marianne Stanley presented the August 2020 financial reports. For Reading Edge Academy she reported the net position (equity) was in the amount of \$ 2,794,177. A motion was made by Mrs. Foster to accept the Reading Edge Academy August financial report, seconded by Mr. Caldwell. The motion carried 5 – 0 with Mr. Caldwell, Mrs. Foster, Mrs. Lowery, Mrs. Stanley and Mrs. Kent approving the motion.

For Samsula Academy she reported the net position (equity) was in the amount of \$ 1,836,352. A motion was made by Mrs. Lowery to accept the Samsula financial report, seconded by Mrs. Foster. The motion carried 5 – 0 with Mr. Caldwell, Mrs. Foster, Mrs. Lowery, Mrs. Stanley, and Mrs. Kent approving.

Mrs. Stanley reported that for September 2020 the Reading Edge Academy net position (equity) was in the amount of \$ 2,766,837. A motion was made to accept the report by Mrs. Lowery and seconded by Mrs. Foster. The motion carried 5 – 0 with Mr. Caldwell, Mrs. Foster, Mrs. Lowery, Mrs. Stanley and Mrs. Kent approving the motion.

Mrs. Stanley reported that for September 2020 the Samsula Academy net position (equity) was in the amount of \$1,840,374. A motion was made to accept the report by Mrs. Lowery and seconded by Mrs. Foster. The motion carried 5 – 0 with Mr. Caldwell, Mrs. Foster, Mrs. Lowery, Mrs. Stanley and Mrs. Kent approving the motion.

## **PREVIOUS MINUTES**

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

## **ASSISTANT PRINCIPAL'S REPORTS**

### **Reading Edge Academy by Ms. Debbie Smoak**

**Wednesday – September 16<sup>th</sup>** – Team meeting with Special Area, Speech and ESE, reviewed drop off and pick up concerns, and safety requirements with the November Audit on the 9<sup>th</sup>.

**Thursday – September 17<sup>th</sup>** – We held our School Store assembly and all grades participated, Social distancing was in place in the café

**Friday – September 18<sup>th</sup>** – Our Book Fair ‘walk through’ was held for all classes during assigned times. Our Organizer, Ms. Weydig, did an amazing video that she shared on line for our virtual live streaming students so they would know what was available this time. She also organized the information for them to be able to order on line and have the books delivered right to their home.

Mrs. Comardo asked for an administrative meeting at noon on Friday.

**Monday – September 21<sup>st</sup>** - Book Fair sales began, each class has an assigned time to allow students to go to purchase, which helped with the required social distancing. I also held team meetings with Kindergarten, 1<sup>st</sup>, 4<sup>th</sup>, and 5<sup>th</sup> during their double planning times to discuss and review upcoming events, concerns or needs.

**Tuesday – September 22<sup>nd</sup>** – Our 2<sup>nd</sup> grade took the NNAT2 Gifted Screener. Mrs. Ginzl, our Instructional Coach set a separate time for the Live Streamers to come into the school safely to be tested. All the families brought their students in for the test.

I also held team meetings with 2<sup>nd</sup> grade and 3<sup>rd</sup> grade during their double planning times to discuss and review upcoming events, concerns and needs.

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**Wednesday – September 23<sup>rd</sup>** – Book Fair visits continue with Family night from 5 p.m. – 7 p.m. We had many families come and all practiced social distancing and were very cooperative.

**Friday – September 25<sup>th</sup>** – Last day for the Book Fair, had great support from volunteers and student were able to get great books.

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**Monday – September 28<sup>th</sup>** – FLKRS began for Kindergarten, Mrs. Ginzl trained our paraprofessionals to help facilitate this test to ensure we could finish this in a timely manner.

**Tuesday – September 29<sup>th</sup>** – I was notified at 9 p.m. that one of our kindergarten teachers had tested positive for COVID-19. I immediately notified Mrs. Comardo and we told the teacher to stay home for the necessary 14 day quarantine. I notified her paraprofessional to be prepared to handle the class the next day.

**Wednesday – September 30<sup>th</sup>** – Volusia County Health Department was notified as well as Volusia Public Schools. Mrs. Comardo determined that the paraprofessional and our Instructional Coach needed to also be tested due to their exposure to the teacher. Both of them went that day and were both negative.

The Governing Board was notified and was requested to vote on closing the classroom in question till Monday, October 12, 2020, as recommended by Volusia County Health Department. Information was sent to those families and the response was positive and appreciated.

**Thursday – October 1<sup>st</sup>** – NED show was held in a virtual setting in the café, groups of 2 grade levels at a time to ensure Social Distancing was observed. Students were then told about purchasing YoYo's beginning on Friday in the front office. The groups were assigned the same times as the book fair to minimize the students at the desk at a time.

**Wednesday – October 7<sup>th</sup>** – We held our 2<sup>nd</sup> official Code Red 2, beginning with a Code Red and then moving into the Code Red 2. Students did an amazing job and Officer Hernandez was here to facilitate our movements. He complimented our students and staff for a well done job!

**Thursday – October 8<sup>th</sup>** and **Friday – October 9<sup>th</sup>** – I continue to have team meetings with each group to discuss concerns with Live Streaming and curriculum.

**Monday – October 12<sup>th</sup>** – Began the toilet paper drive for the Jewish Federation for our "Give Back", students who bring in a package of toilet paper can wear jeans on Friday, October 16<sup>th</sup>. I began VSET evaluations for our teachers. These were scheduled observations of their choosing.

**Friday – October 16<sup>th</sup>** – We held a Weather Drill in preparation for our Security Audit scheduled in a few weeks. We completed our toilet paper drive for the Jewish Federation and many students were wearing jeans!

**Monday – October 19<sup>th</sup>** – F.A.I.R. testing began for 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> grades. It is an indicator in gaging preparation for FSA.

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### **Samsula Academy by Mrs. Maryann Roberts**

**Monday, September 21** - Kick off for the school Store/Caring Classroom Fundraiser. Students will view a CD regarding the fundraiser. Funds raised through donations and shopping online at certain retailers earn funds to purchase items for the school. Over 125 families participated in the fundraiser.

**Tuesday, September 22** – NNAT3, gifted screener, was given to all second graders. The second grade teachers arranged for students to come to after school for the assessment. They also had students complete other assessments such as Istation to collect data to guide instruction

Samsula Academy had 6 students who would qualify for further testing to determine eligibility for the gifted program.

**Monday, September 28** – State FLKRS testing for grade K will took place.

**Wednesday, September 30** – Progress Report comments are due to the Administration,

**Wednesday, October 7** – Progress Report went home with students.

**Monday October 12<sup>th</sup>** · Teacher observations began A schedule has been formed where all new teachers to the staff will be evaluated.

**Monday – October 12<sup>th</sup>** – Students participated in our annual toilet paper drive. We had a race to top last year's count of 1,100 toilet paper roles collected. We did so by collecting 1,126. We are very proud of all our students and families who participated in the drive. Students were given the opportunity to wear jeans on Friday, October 16<sup>th</sup>.

**Monday, October 12<sup>th</sup>** – Mrs. Carrie Granbois joined the staff as our new fourth grade teacher. She has been a nice addition to our staff. Currently she is working on her Masters in Math Educations grades k-6.

**Tuesday, October 13<sup>th</sup>**- Mrs. Roberts participated in Zoom meeting to learn about Book Nook and a grant being offered form the state. The DOE has offered parents of struggling students \$500 to purchase reading materials to assist their children. The DOE has parents purchase materials and reimburses them for the materials. Book Nook is an approved vendor who is offering online tutoring for 8 weeks.

**Wednesday, October 14<sup>th</sup>** – Code Red 2 Active Assailant Drill took place. We were fortunate to have law enforcement on Campus for the drill.

**Wednesday, October 14<sup>th</sup>**- We had an administrator's meeting regarding upcoming events.

**Monday, October 19<sup>th</sup>** - Mrs. Alicia Duke joined the staff as a Kindergarten paraprofessional.

**Tuesday, October 20<sup>th</sup>** - Security team meeting took place to review drills, evacuation plans and there was a discussion about areas for improvement. We have had three visits from the district security team.

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## **PRINCIPAL'S MESSAGE**

Mrs. Comardo reported that notices went out to the parents that live streaming classes would end at both schools and the children would return to brick and mortar on October 26<sup>th</sup>. She explained that Reading Edge and Samsula Academies are on Trimesters, and the Fall marking period ends November 6<sup>th</sup>, while the District Fall Semester ends in January because they only have two semesters. She explained that we would continue to follow all Health Department protocols for Covid 19. The Reading Edge Academy, Inc. Governing Board supports this decision.

## **OLD BUSINESS**

- **Samsula Academy Water Update**  
Members of the Volusia County Fire Department met with staff members onsite to test water pressure to the hydrants from the existing water retention tank and it was found to be sufficient. Pipes that were damaged will be repaired, and further inspection will then take place by the Fire Department.
- **Samsula Academy Building Plans**  
Plans to start construction on the Samsula Academy school building are still forthcoming.

## **NEW BUSINESS**

There was no new business.

Next meeting: November 17, 2020 Samsula Academy, 6:00 PM

The meeting adjourned at 7:25 pm.

Respectfully submitted,

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