

# MINUTES

## Governing Board Reading Edge Academy, Inc. September 15, 2020 Samsula Academy 6:00 PM

### Governing Board Members Roll Call:

### Staff Members Roll Call:

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

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

This September 15th meeting was called to order at 6:00 PM by Mrs. Vickie Foster, Vice Chair. Mr. Mike Caldwell was out of town, but attended by phone. The Pledge of Allegiance was said, and roll call was taken. The meeting was held live at Samsula Academy.

### FINANCIAL REPORTS

The August 2020 financial report was not available to be presented. Mrs. Stanley made a motion to table the report until the next meeting, and it was seconded by Mrs. Foster. The motion carried 5 – 0 with Mr. Caldwell, Mrs. Foster, Mrs. Lowery, Mrs. Stanley, and Mrs. Kent approving.

The Budgets for the upcoming 2020-2021 school year were presented.

A motion was made that the Reading Edge Budget be approved pending amendment after the October FTE Count by Mrs. Foster and seconded by Mrs. Lowery. The motion passed 5 – 0 with Mr. Caldwell, Mrs. Foster, Mrs. Lowery, Mrs. Stanley, and Mrs. Kent approving.

A motion was made that the Samsula Budget be approved pending amendment after the October FTE Count by Mrs. Foster and seconded by Mrs. Kent. The motion passed 5 – 0 with Mr. Caldwell, Mrs. Foster, Mrs. Lowery, Mrs. Stanley, and Mrs. Kent approving.

### APPROVAL OF PREVIOUS MINUTES

The August 2020 minutes written by Arlene Lowery were presented. A motion was made by Mrs. Kent 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

**Wednesday, August 19** – Meet the Teacher was held for 1st grade from 8:00 a.m. till 11:00 a.m. Parents came and met the teacher and those that were doing the Live Streaming were invited to come and see what we had in the classrooms and how we were protecting our students and ourselves. The parents also took home any consumable papers that the Live Streamers might need. The same was done for 4th grade from 1:00 p.m. till 3:00 p.m.

**Thursday, August 20** – Meet the Teacher was held for 3rd grade from 8:00 a.m. till 11:00 a.m. Parents came and met the teacher and those that were doing the Live Streaming were invited to come and see what we had in the classrooms and how we were protecting our students and ourselves. The parents also took home any consumable papers that the Live Streamers might need. The same was done for 2nd grade from 1:00 till 3:00 p.m.

**Friday, August 21** – Mrs. Ginzl (Instructional Coach) and I met with the grade levels for articulations with the previous teachers to gain information about their students on the rosters. Each team had about 1 hour for the discussion.

**Monday, August 24** – A faculty meeting was held at 7:30 a.m. to discuss some ideas and concerns about Live Streaming, District required trainings, SEL training scheduled for Tuesday all day and procedures for Reopening on Monday, August 31st.

**Tuesday, August 25** – Reading Edge Academy, Inc. had a required meeting/training held at Reading Edge Academy, for Youth Mental Health. All staff were expected to be present from both schools. It is the expectation that all employees will get this training.

**Wednesday – August 26** – Teachers had the day to develop their lesson plans with their teams. Mrs. Ginzl (Instructional Coach) and I were available to answer specific questions about curriculum.

**Thursday – August 27** – Mrs. Roberts offered a training in “Number Talks” at Samsula for any teacher that needed a refresher or initial training. Several of the Reading Edge faculty attended.

**Friday – August 28** – The final faculty meeting was held at 8 a.m. for questions about Monday – first day of school. Those without a classroom, Special Areas, ESE, Speech, Instructional Coach and the Guardian met to discuss how to take students’ temperatures and getting them into class as quickly as possible. I spent the day calling families that Mrs. Comardo approved loaning a computer to for Live Streaming purposes. We loaned 24 computers to 19 families. There were some who didn’t receive a computer that felt like they should.

**Sunday – August 30** – I worked trying to make sure that all things were ready and operational for Monday’s opening.

**Monday – August 31** – School officially began! Sandra Tweedy, the district liaison came to join us and helped with taking temperatures. We had a few issues with Live Streaming, but Mrs. Comardo and some others were able to help those families log in. I want to thank Kim Bonfield for preparing a very detailed flyer explaining how to set up the student Google e-mail account so they could log in.

**Wednesday – September 2** – Mrs. Ginzl and I met with Special Area, ESE and Speech during their joint

planning, explaining that this was a designated time for them to come together to discuss anything about the school or that administration could pass information to them in a timely manner.

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**Thursday – September 3** – Mrs. Ginzl and I began our team meeting during the class’ double specials. We had an hour to discuss specific concerns with their class and grade. 2 nd grade met at 9:15 a.m. and 3 rd grade met at 12:35 p.m.

**Friday – September 4** – We held our first required Fire Drill of the year. The actual fire alarm was not pulled due to getting the little ones use to what they were supposed to do instead of the alarm scaring them. The groups did a great job in exiting the building in just 4 minutes. After that Mrs. Ginzl and I continue to meet with our teams during their double specials. 4 th grade met at 8:40 a.m., 1 st grade met at 10:25 a.m., Kindergarten met at 12:00 p.m. and 5 th grade was at 1:10 p.m.

**Monday – September 7** – Labor Day – No School for faculty, staff or students

**Tuesday – September 8** – I begin preparing the paperwork to start the walkthroughs for evaluation purposes.

**Wednesday – September 9** – I began the walkthroughs for Kindergarten through 2nd grade, trying to get the teacher s and the students use to me just walking in. We also completed our second required Fire Drill, had a Code Red which turned into a Code Red 2. Students moved through the program and did very well with the expectations. The first code began at 1:20 p.m. and we ended the Code Red 2 at 2:00 p.m.

**Thursday – September 17** – We have an assembly scheduled for our fund raiser, School Store. First assembly will begin at 8:15 a.m.

**Friday – September 18** – We have our Book Fair Preview for the students with purchasing beginning

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

**Tuesday, August 25** – I arranged for the Mental Health First Aid Training for both schools. The training took place in a joint meeting at REA. This training is a state requirement which focuses on de-escalation strategies

**Thursday, August 27** - “Number Talks” training was given to all new teachers to both schools at Samsula Academy. Mrs. Robles and Mrs. Roberts collaborated to give the training

**Friday, August 28** - Faculty meeting took place to address last minute questions and concerns before Monday, the first day of school. Sunday August 31 – Teacher “Welcome Back to School” supply bags were put together in the media center. All other manuals and handbooks were organized by grade level for teachers. The café was set up for the opening faculty meeting.

**Monday, August 31** – Welcome Back! First Day of school for students! Students were very happy to be back on campus. There were smiles and students eased right back into their routines as if they had never left.

**Thursday, September 3** - We had our first Fire drill of the year. Students made it out to field successfully.

**Monday, September 7** - Labor Day holiday - no school.

**Wednesday, September 9** - Yearbook picture day took place.  
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**Monday, September 14 –18** – Our first Book Fair of the school year took place.

**Wednesday, September 16** - Ned Mindset Mission Show was live streamed in each classroom. The show focuses on inspiring students to do their best academically, support others and never give up.

**Friday, September 18**- First Active Assailant Drill (Code Red II) will take place.

**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.

**Tuesday, September 22**– NNAT3, gifted screener, will be given to all second graders.

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

**Wednesday, September 30** – Tentative PTA meeting is scheduled

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

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

### **PRINCIPAL’S MESSAGE**

Mrs. Comardo commended both Mrs. Roberts and Mrs. Smoak for their dedication and extra efforts both had made to get their schools ready for reopening during the pandemic. This has been a team effort and the Governing Board members agreed that their exemplary performance is sincerely appreciated.

### **OLD BUSINESS**

**Samsula Water** - There was no change since last month. (\*For details see the minutes dated August 18, 2020.) We are still waiting for the Fire Department to send acknowledgement in writing that Samsula Academy is grandfathered in as a school, regarding the requirements for sprinklers.

**Samsula Building Plans** – There was no change since last month. (\*For details see the minutes dated August 18, 2020.)

### **Auditor’s Report**

The Auditor’s Report for the year ending June 30, 2020 will be given at the next Governing Board meeting.

### **NEW BUSINESS - Upcoming Meeting Dates**

Oct 20, 2020	Reading Edge	Mar 30, 2021	Reading Edge
Nov 17, 2020	Samsula	Apr 20, 2021	Samsula
December	No Meeting	May 18, 2021	Reading Edge
Jan 19, 2021	Reading Edge	Jun 15, 2021	Samsula
Feb 16, 2021	Samsula	July	No Meeting

**Next Meeting:** October 20, 2020 at Reading Edge Academy at 6:00 PM.  
**Meeting Adjourned at 6:49 PM.**

Respectfully Submitted,  
Arlene Lowery, Secretary