

**BROOKSVILLE ENGINEERING SCIENCE AND TECHNOLOGY ACADEMY
BOARD MEETING MINUTES
July 25, 2022**

Board Members Present: Patricia Laird, Marvin Gordon, Tiffany Hoblit, Fairella Cook (by phone)

Stakeholders Present: Jamie Young, Tammy Owens
Tonya Powell (school secretary)
Jennifer Ray (school attorney)

Meeting brought to order at 4:32pm

Annual Officer Election: Ms. Laird declared all offices vacant.

Nomination for Chairman: Mr. Gordon nominated Ms Laird, Ms. Hoblit second, All in favor. Accepted.

Nomination for Vice Chair: Ms. Hoblit nominated Mr. Gordon, Ms. Cook second. All in favor. Accepted.

Nomination for Secretary:

Nomination for Treasurer: Ms. Laird nominated Ms. Cook, Ms. Hoblit second. Ms. Cook accepted, no objections board approved.

Review of May minutes: Ms. Young noted a few typos: Ms. Hoblit to make corrections. Secretary will be signer moving forward. Motion to approve by Mr. Gordon, Ms. Hoblit second, all in favor, minutes approved with corrections.

Review of May Financials: Discussion on Millage money of \$18,000 allocated to BEST could be used for bonuses. Also there was a total of \$72,000 from last year and this year. Ms. Laird made motion to approve, Ms. Hoblit approved, Mr. Gordon second, motion approved.

Review of June Financials: Ms. Cook questioned status of bus repair. Ms. Young may use millage funds for this. Mr. Gordon question Profits and Loss June 2022 instructional expenses. Ms. Laird explained salaries for Social Studies and Math teachers as well as EBC. EBC position is unfilled due to candidate leaving during training. Ms. Hoblit motion to approve, Ms. Cook second, motion approved.

Annual Audit: Mr. Walker will be moving forward.

Staff Contract: Mr. Gordon motioned for grammatical and typos corrections needed in Section B. Ms. Hoblit second. Ms. Cook questioned lesson plan requirements. Ms. Young explained her ideas for lesson plans and stated that she plans to be in the classrooms more, common board configuration will be used for parents, students etc..to see. Teachers will utilize substitute folders and they will be kept in front office. Ms. Ray suggested starting instructional pay periods to run in line with school district. Ms. Laird asked if offered contracts could be approved before Aug. 2nd since teachers will be signing them on that day. Mr. G asked whether pay was a supplement, Ms. Ray explained that the # of contract days need to be determined. Ms. Ray noted that since offer letters are out, it's not an issue to sign contract on Aug 2nd as long as it matches. Ms. Ray suggested no later than Aug.12th to approve by board and be brought back to next meeting.

Principal Jamie Young updates: BEST achieved a school grade of B with 9 level 1's. Currently BEST is at approx. 75 students enrolled, optimistic for 25 more within the first couple of weeks of school. Improvements being made on campus. Offices done, classrooms painted, floors done. Cafeteria to service hot breakfast and lunch. She noted that Mid Florida has been a great help. Privacy screen around fencing coming soon. Sod has been done. Mr. Gordon questioned the cleaning of the perimeters of

campus, specifically the road behind the portable. Ms. Hoblit mentioned that she hasn't been able to touch base with her contact Daryl Mobley to ask about cleaning.

Ms. Young noted that the current mission statement needs updating and suggested a revision meeting.

Ms. Young met with Heather Martin regarding millage and was informed that there was \$34k last year and \$36k this year. A millage spending plan was distributed and reviewed by the board. She made recommendations for the money which include holiday bonus for staff, hiring a part time custodian, lunch duties, assessment coordinator. Mr. Gordon questioned the potential cost of benefits for a part time custodian, Ms. Ray explained only if they exceed 30 hours will benefits be required. Ms. Laird questioned budget projection and allocating millage for supplements. Ms. Young explained that with the recommendations of the millage funds, she is trying to do what needs to be done to be complaint with everything. Ms. Young explained ViVi which will be used throughout the classrooms, eliminating the need for radios. Before presenting to Heather Martin, Ms. Young will bring back her final recommendations to the board for approval.

Staffing: Currently an open EBC position.

Yearbook: Board had no objections to charging a flat fee of \$35 for each book with profits of \$7 going back to the students.

Open House: Scheduled for Aug. 4th, 5-7pm with parents earning 2 hours of volunteer time. Ms. Laird will do opening. Mr. Gordon, Ms. Cook and Ms. Hoblit will attend.

Dress Code: Was emailed to parents and Ms. Powell will send to board.

Workshop: Mission statement with 8th graders.

Ms. Young mentioned that itinerary staff will be coming out on Aug. 8th to meet with staff.

Ms. Laird reminded board that BEST beat the district averages in almost every category for state assessments.

Ms. Ray left at 5:55pm and will get revisions made and back to Ms. Laird.

Adjournment at 6:10pm

Tiffany Hoblit, Secretary

Date