**Big Pine Academy**

**30220 Overseas Highway**

**Big Pine Key, FL 33043**

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**Phone: 305-872-1266 Fax: 305-872-1265**

**Principal**

Sarah Williams

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**Administrative Assistant**

Jennifer Blackburn

Jennifer.blackburn@keysschools.com

**Board of Education**

Robin Kilgo

Jennifer Reeves

Trina Rodriguez

Amy Zimmerman

Tommy Ryan

***Honorary Members***

Tom Forsythe

Hazel Hartman

Phillip Hughes

Duncan Mathewson

Jerry Parrish

Peter Rosasco

Andy Tobin

Ray Slavin

MEETING MINUTES – November 12, 2019 Board of Directors Meeting

1. Call to order
2. Pledge of Allegiance
3. Roll Call to establish Quorum – established (in attendance: Jennifer Reeves, Robin Kilgo, Amy Zimmerman, Tommy Ryan, Sarah Williams, Jennifer Blackburn)
4. Approval of Agenda – Unanimously approved
5. Audit report given by Jim Hill of Oropeza & Parks
6. Administrative Report by Sarah Williams
   1. Electronic Sign – still working on getting it fixed. Fran’s husband is looking at it to see if he can repair.
   2. Teacher meeting held and went well. All hands are on deck!
   3. Driveway was repaved by Paver Dave. He will get a small banner put up in lieu of compensation.
   4. All first-round formal teacher observations have been completed by Sarah. They went very well. One more round will be done in 2020, then Sarah will submit the necessary forms/paperwork at the end of the year.
   5. No news from Monroe Schools regarding repairs to downstairs.
   6. Top railing upstairs needs to be repaired ASAP. Sarah has been speaking with Monroe Schools to get this done.
7. Consent Agenda Items
   1. Approval of October financials – Unanimously approved
   2. Approval of October 2019 meeting minutes – Unanimously approved
   3. Approval of A+ Bonus allocations to all teachers and staff – Unanimously approved
8. Request of Executive Session

Meeting Adjourned

Next Meeting December 10, 2019 at 3:10PM