**Big Pine Academy**

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**Principal**

Sarah Williams

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**Administrative Assistant**

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**Board of Education**

Robin Kilgo

Jennifer Reeves

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Tom Forsythe

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Andy Tobin

Ray Slavin

May 13, 2020

1. Call to order
2. Pledge of Allegiance
3. Roll Call to establish Quorum
4. Approval of Agenda
5. Administrative Report by Cathy

* Construction – Going well. Waiting for concrete to come in (Monroe County issue). Very pleased with crew and cleanliness. Cut back gates, blew out back of building so not to disturb facing on brick. Everything cleaned up at end of the day.
* School closures – Plan in place for end of year procedures. Updates will be made public tomorrow. Each individual teacher is doing something special for each of their classes.
* May 21st last day of instruction and all grades turned in. No virtually assembly or end of year awards. Possibility of getting Shaved Ice certificates for each student ($450 total for each student to have one)
* Chrome book collection will be May 28 9-11AM.
* Yearbooks – Ready on May 28th. One given to each 5th grader (PTO funded).
* What will happen next year?? Block scheduling? Starting school year online? Florida is not being quick on the draw and waiting to see how the Phase 1 opening goes. Told staff today not to be over anxious about decision that have been made – we have proven we can pivot. Will be prepared for worst case scenario, but will hope for the best.
* Staff ready to participate for trainings over the summer to be more prepared for worst case scenario. Staff wants to ensure they are always in their “A” game. Will move forward with more professional development in this realm.
* Financials – line of credit reached mature date. Filed for an extension. Got approved for a 90 day extension (from April 18th). Turning PPP

Loan into a grant in order to pay off the loan.

* PPP Loan – money will be used to apply for line of credit and reserve and when federal payoffs are adjusted.
* Thinking State funding will not be adjusted on 2021-22 school year.
* Furniture update – Got a lot from Switlick. Have enough to refurnish. 3rd-5th grade upstairs will get new furniture first. Should have all new desks for k-5, tables, bookshelves, etc. Old artroom will be new office space w/ reception.
* Enrollment for 2020-2021 – Open enrollment May 15th. We don’t have many available slots. We have a lot returning. Younger numbers strong.
* Staff assignments

1. Consent Agenda Items – All Approved
   1. Approval of March, Financials
   2. Approval of Minutes of April 2020 meeting
   3. Approval of Calendar for 2020-2021
2. Approval of Teacher contracts (as per MCSD step salary numbers) – Approved
3. Approval of Principal Contract – Approved
4. Other items of Discussion:

* Summer school – none this year. Everyone will pass and not retained.
* One grade per grade level. Will use support staff for any grades with over 16 kids.
* Jenn Reeves looking to put some training/toolbox for teachers for free that BPA teachers can utilize. If there is a need, something of interest, let her know.
* Playground – All landscaping complete. Submitted quote for equipment. Waiting for “Playmore” to get back to them (they will also do install). Tunnel play are for 3-4 yo, Dome climbing area in sandbox.

1. Executive Session
2. Adjourn and next meeting to be held on June 17, 2020 at 3PM