**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

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**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

June 17, 2020

1. Call to order
2. Pledge of Allegiance
3. Roll Call to establish Quorum - established
4. Approval of Agenda - approved
5. Administrative Report by Sarah
* Construction update – Still working on foundation which has been a bit of a challenge due to the property flooding. Sarah had a meeting with the contractors and architects. They assured that they are still on time and will be finished by August 1st. Sarah did ask if there will be a delay, to give her a couple of weeks notice in order to make accommodations before the school year starts. Doing well on keeping cost on target so will not need to go before to School Board for more money.
* School reopening in the Fall – BPA will be reopening in the Fall. Our class sizes are already meeting the CDC guidelines. We will be adding in other safety measures (cleaning/sanitizing). Not considering any type of A/B block scheduling. If something happens that we need to drastically cut down to 50% or another wave, we would be a different plan than what we did the last nine weeks (it would be more like actual virtual school).
* SBA loan/grant discussion – Received information from Centennial Bank in order to take the loan and change it into a Grant. As of now, we have until October 31st to have everything in. Working with our rep at the bank to ensure everything is going well.
* Line of Credit Extension – Have three weeks in the extension to pay off. Jenny requested to get the interest rates for the PPP and Line of Credit just to compare.
* Enrollment for 2020-2021 – Lost a couple of students, but enrollment looking strong.
* Staff assignments for next year –Liz Bradley has resigned to move to another position. Tanya and Amanda teach VPK. Will need to hire a new cafeteria person.
* Sunshine Law training @ charterschooltraining.com – All Board Members are mandated to go through four hours of this training. Sarah requested a self-pacing, online training. Must be Florida DOE approved. After that will only need to do a two-hour refresher.
* Finances – Transportation Bill significantly lower than what we budgeted for (only $12,000). FTE Revenue was up in June. We paid off sick leave required to pay for the past school year.
* BOE positions – Trina is stepping down as the teacher’s rep. In August she will choose a new teacher’s rep to be on the BOE. Will reach out to others to be a part of the Board. In August meeting, we need to elect and approve the new BOE.

1. Consent Agenda Items
	1. Approval of April, Financials – approved
	2. Approval of Minutes of May 2020 meeting – approved
	3. Approval of acceptance of Elizabeth Bradley’s resignation – approved
	4. Approval of hire for Alex Clark as fourth grade teacher – approved
	5. Approval to pay Line of credit extension – motion to pay off line of credit, approved
	6. Approval to pay transportation bill in full for the 2019 school year – move to August agenda
	7. Approval to pay Oropeza & Parks audit bill in full for the 2019 school year – move to August agenda
2. Adjourn and next meeting to be held on August 19, 2020 at 3PM