

Advantage Academy of Pinellas, Inc.  
Governing Board Meeting Minutes  
September 9, 2021

**Present at Meeting**

Jeff Undestad, Board Member  
Craig Dolan, Board Member  
Dr. Nguyen, Board Member  
Linda Schwerer, Principal  
Mike Ash, Board Liaison  
Mike Strader, Charter School Associates, Inc.  
Brian Strader, Charter School Associates, Inc.

**A. Opening Exercises**

Meeting called to order at 5:00 pm by Mr. Undestad.

Following the Pledge of Allegiance, Mr. Undestad asked if there were any changes to the meeting minutes from March 1, 2021. There being no changes, Mr. Undestad asked for a motion to approve the minutes as prepared. Dr. Nguyen motioned to approve the minutes and Mr. Dolan seconded the motion. All were in favor and the motion was passed unanimously.

**B. Public Comment**

Mr. Undestad asked if any person present would like to speak under the Public Comments section of the agenda. No members of the public requested to speak.

**C. Principal's Report**

Ms. Schwerer delivered her Principal's report commenting on the many activities taking place at the school.

**D. Information Items**

1. Monthly Financial Report – January – June, FY 21; July FY 22- Mr. Strader presented information on finance reports (June FY 2021, July FY 2022) as provided to the board.
2. 2021-2022 Employee Benefits Plan- Mr. Strader presented the updated benefits plan as provided to the board.
3. 2021-2022 School Calendar- The board reviewed school calendars for the 21-22 school year. School calendars substantially mirror the Sponsor calendars.
4. 2021-2022 Student Handbook- The board reviewed recommended policies and procedures.
5. 2021-2022 Mental Health Plan- The board reviewed the updated Mental Health Plan.
6. 2021-2022 Faculty & Staff Policies and Procedures- The board reviewed recommended policies and procedures.
7. 2021-2022 Faculty/Principal Disaster Relief Payments and Match- Brian Strader advised the board Disaster relief payments authorized by the Governor were being distributed to eligible

recipients. Mr. Strader also advised that an extension of disaster relief payments to additional staff members was recommended and included in the ESSER II budget.

8. Pinellas County Tax Referendum Allocation, 2021-2022- The governing board was presented with a draft referendum plan for the utilization of Pinellas County tax-payer funded referendum for submission and review by the ICROC.
9. CSA Agreement Start Date, July 1, 2021- Clarification: the renewed ESP agreement is effective July 1, 2021.
10. 2021-2022 Board Meeting Schedule- The board reviewed the dates for the board meetings. The next meeting is scheduled for November 18, 2021.
11. AAP Financial Policies Amendment- Mr. Strader presented a recommended change to board policies to reflect an updated definition of property adopted by the State.
12. Adopt CSA CERP- The governing board was presented with a CERP developed by CSA and AAH staff for adoption.
13. Execute CERP Support MOU with AAH- AAH staff participated in developing an independent CERP and may aid other schools who adopt the CERP for a nominal fee. PAMS is contemplating adopting the CERP.
14. Alyssa's Law & Security Compliance- Mr. Strader described the requirements of Alyssa's Law and advised the board that, as recommended, the school had adopted the same security notification program provider as the county.
15. Involuntary Examinations Policy and Procedures SB590- The board reviewed the policy and procedures proposed by attorney Shawn Arnold.
16. FY 22 Budget- The board reviewed the FY22 budget.
17. FY 21 Audit Engagement Letter(s)- The board reviewed for ratification the FY21 auditor engagement letter with King and Walker.
18. PAMS ESSER Reimbursement/Grants- The board reviewed ESSER II requirements and attest to the required criteria.
19. Recommended Instructional Materials, K-5, 6-12 and Advanced- The board reviewed the new textbooks and program adoptions for the 2021-2022 school year.
20. Notice of Commencement, classroom renovation- The board reviewed and ratified the NOC for classroom renovation to convert under-utilized space into additional classroom space.
21. Classroom renovation Budget- The board reviewed the budget for the conversion of under-utilized space into additional music and art classroom space.
22. Out of Field Waivers (Exhibit A)- The board reviewed recommended teacher waivers.
23. FY 21 Audit Status- Mr. Strader advised the board the auditor is currently completing the audit and asked the board to authorize the chair to submit.

#### **E. Consent Agenda Items**

1. Ratify FY 21 Financial Reports, January – July, FY21; July FY22
2. Approve 2021-2022 Employee Benefits Plan
3. Approve 2021-2022 School Calendar
4. Approve 2021-2022 Student Handbook
5. Approve 2021-2022 Mental Health Plan
6. Approve 2021-2022 Faculty & Staff Policies and Procedures
7. Ratify 2021-2022 Principal's Offer Letter

8. Ratify Pinellas County Tax Referendum Allocation, 2021-2022
9. Approve 2021-2022 Board Meeting Schedule
10. Approve AAP Financial Policies Amendment
11. Approve Adoption of CSA CERP
12. Approve Execution of CERP Support MOU with AAH
13. Approve Alyssa's Law & Security Compliance
14. Approve Involuntary Examinations Policy and Procedures SB590
15. Ratify FY 22 Budget
16. Ratify FY 21 Audit Engagement Letter(s)
17. Ratify Disaster Relief Payments
18. Approve PAMS ESSER Reimbursement/Grants
19. Approve Recommended Instructional Materials, K-5, 6-12 and Advanced
20. Approve Notice of Commencement, classroom renovation
21. Approve classroom renovation Budget
22. Approve Board Liaison
23. Approval of Purchase Orders and Agreements, since last meeting
24. Add- Ratify TSIA plan for submission
25. Add- Authorize board chair to sign and submit the FY21 audit.

Mr. Undestad reviewed the consent items and asked the board for a motion to approve the consent items as presented. Mr. Dolan made a motion to approve the consent items and Dr. Nguyen seconded. The items passed unanimously.

**F. Items Scheduled for Discussion and Action**

none

**G. Board Member Reports**

none

**H. Adjourn**

The meeting adjourned at 6:30 p.m.



Approved by

11/18/2021

Date