**A green apple with a bite taken out of it

Description automatically generatedHealthy Learning Academy Board of Directors,** MeetingMinutes June 25, 2024, draft

**Board members present at meeting**: In person at HLA: Sharon Sperling, Bernd Liesenfeld. – Sheila Crapo and Bettianne Ford by Zoom.

**Others**: Suzanne Borganelli, Karen David, and Rebecca Carr, Katherine Bowser, counselor. Meeting convened at 4:05 pm, adjourned 5:43 pm.

**By Agenda Items.** Board actions in underline

**Old Business**

* Approving Meeting minutes from May 2024 meeting. Sharon moved to approve, Bettianne seconded – all approved.
* Construction and School updates.
  + Lead bid for yard work (new shed) includes permitting, 10x20’ shed, slab, and all removals needed. Bid is now signed and work is planned for a summer week when there is no camp to allow unimpeded access. Current status is permits are pending.
  + Installation of window tints per Safety review – received quote for $1,700 for correct tint and will accept offer because they’re doing all the schools, so will be district compliant, as it was requested by ASO. This is for the front part only. The cost will come out of hardening grant and will be in fiscal 2024-25.
* District representative is not able to attend. – Will attempt to reschedule for September.
* Additional Old Business: none currently.
* No Public registered or attended for comments.

**New Business items**

* Potential new board member W Augustine – reviewed resume and looked highly qualified and appropriate. Inviting to August board meeting.
* Reviewed financials.
  + Actual vs. expenditures as to date. Working to get most current balances for position, and finalize the fund carryover to generate the beginning balance for 2024-25.
  + There are discrepancies in account balances last months – this is an artefact of district level mistakes on FTE that over-funded May and was then balanced out with lower June payment. There is no net difference.
* August meeting – Principal Borganelli will send by-laws for BOD before meeting and allow members to provide feedback on needed updates. Discussion included making sure to enforce attendance requirement for BOD members.
* Policy updates and reviews:
  + Progressive Discipline plan (personnel). Arnold law provided language for contracts with personnel. It discusses safety rules and regulations compliance. Bettianne moved to accept, Sheila seconded. all approve
  + Fortify FL. Obligations to instruct students within 1st 5 days of school on how to utilize Fortify FL website / app. Admin has already installed this on school computers for student use. . Bettianne moved to accept, Sheila seconded. all approve.
  + Mental Health Plan 2024-25. HLA is submitting its own Mental Health Plan to generate improved services to the stakeholders. Bettianne moved to accept, Sheila seconded. all approve.
  + Bullying and Prevention policy from handbook. Reviewing with additional wording clarifications proposed. . Bettianne moved to accept, Sheila seconded. all approve.
  + Safety report. Inspection by Fire Department and by ASO for compliance. Safety Plan and documentations mapped out in detail, including contact info for submission to district. . Bettianne moved to accept, Sheila seconded. all approve.
  + Comprehensive Evidence-Based Reading Plan is in evolution – approval not due as yet and final plan is being drawn up based on district documents. HLA does have an intervention specialist for reading already designated.
* Additional new business. There is a new 4th grade teacher hired, and 4th grade will be completely full at 22 students, which is balanced by 15
* Principal report. [available separately].
* There’s a lot of burn-out on the teachers and staff from workload – need to find ways to support the teams but money is very tight. Adding donations button on website – seeking grant support. Need a new track for running!
* BOD Rep report (Ms Katje through Borganelli). Nothing to report.
* Public comment? None.
* **Board meetings scheduling update**: by Zoom / in person –Planning the last Tuesday of the month so that financials will be available to review. Next date planned for 8/27/24 at 4pm.