

**AATF Board of Directors**  
**Minutes May 15, 2023**  
**Location: In-Person and Virtual via Zoom**

1. Call to Order  
 Suzane Larkin called the meeting to order at 5:30 pm.

2. Roll Call

	Aug 22 Special	Sept 19	Oct 3 Special	Oct 10	Nov 14	Dec 12	Jan 9	Feb 9 Special	Feb 13	Mar 20	Apr 17	May 15
Larkin, Suzanne	X	X	X	X	X	X	X	X	X	Zoom	X	X
Bingham, Will	Absent	X	X	X	X	X	X	X	X	X	X	X
Maggard, Lee	X	X	X	X	Absent	Zoom	X	X	X	X	X	Absent
Rouser, Janay	X	X	X	X	X	X	X	X	X	X	X	X
Scharber, Jarrod	Absent	X	Absent	Zoom	X	Absent	Absent	Zoom	X	Zoom	Absent	Zoom
Sturwold, Earl	Absent	X	Absent	X	X	X	X	X	X	X	X	X
Lastowski, Emily	X	X	X	X	X	X	X	X	X	zoom	X	X
Maggard, Dana	X	X	Absent	X	X	X	X	X	X	X	X	Zoom
Bussey, Rutland	X	X	X	X	X	X	X	X	X	X	X	X

3. Pledge of Allegiance and Moment of Silence

4. Public Inquiry - None

5. **Minutes for April 17, 2023**

Earl Sturwold motioned to approve the minutes for April 17, 2023 as presented; Emily Lastowski seconded; all approved.

6. Committee Reports

6.1. **Financial Report** - Earl Sturwold

Janay Rouser motioned to accept the financial report for April 2023 as presented; Will Bingham seconded; all approved.

6.2. SAC Committee

6.2.1. Social Studies Curriculum - Ashley Cantwell

Mrs. Cantwell along with Mrs. Jones explained what the new social studies curriculum for KG through 8th grade (approved by the Florida Board of Education) entails and how parents can view the materials before it is used in the classroom. The elementary grades (KG-5th) will be using the Study Weekly with an online component. The 3rd - 5th grade students will be transitioning to a workbook/textbook format in addition to an online component to aid them with transitioning to middle school. The 6th - 8th grade students will be using a hardback textbook/workbook with an online component to help them prepare for the 7th grade End of Year exam. Our teachers found this curriculum for civics more visually appealing and engaging for our students.

All new curriculum materials are displayed in the lobby of our school for a minimum of 30 days for parents to view the content and email the school with any comments, questions and concerns.

6.3. Joint Meeting - Support Services, Compensation Review and Character Culture

Emily Lastowski reported that the committees discussed the following:

- Teachers will identify homeroom parents. Each team will designate a lead parent to channel communication.
- Primary agreed to work on volunteer opportunities for parents. If it works well, it will be used as a model for other grades.
- Committees will meet with the Admin team once per quarter to report any ideas and get approval.
- Mentoring program for faculty and staff.
- Rebranding PTO to increase parent involvement.
- Video clip on the website to show how parents can get involved with .

6.4. New Board Member Committee

The committee will discuss three votable items under new business.

Suzanne Larkin reminded all that the committee is still taking nominations for the Board Service Award.

6.5. Expansion Committee

**6.5.1. Contract Newman Construction**

The committee met with Newman Construction & Roofing and agreed to bring their contract to the Board for approval. The Board and legal advisor, Dan Dwyer, discussed the details of the presented contract. This is a cost plus agreement of 8%.

Will Bingham motioned to accept 6.5.1. as presented subject for the committee to approve the cost estimate that will be provided by the contractor, engineer and architect with the right for the Board president to sign the contract and for it to be ratified at the next scheduled board meeting; Rutland Bussey seconded; all approved.

**7. Consent Agenda - None**

8. Old Business

8.1. Directors Assessment

Committee will meet on May 31, 2023 to finalize the survey to be presented to the Directors Compensation committee .

8.2. Directors Compensation

Nothing to report at this time.

9. New Business

**9.1. Fourth Amended Bylaws for Academy at the Farm, Inc.**

Will Bingham went over the changes to the Bylaws, the Board member attendance guidelines, Article V - Board of Directors, last paragraph and the definition of the role of the Board Chair, Article VI - Officer, Section 2.

Dan Dwyer pointed out that the changes are to encourage regular in-person attendance and clarified that the members attending online are permitted to vote but their attendance online does not count toward their attendance record. If a member records more absences than permitted the New Board Member committee will address this at the end of the Board members term at the time of the renewal interview.

**9.2. Policy 1.4 - Board Membership**

The 1.4. Board Membership policy was updated to reflect the same language used to update the bylaws, last paragraph of policy 1.4..

Will Bingham motioned to approve 9.1 and 9.2 as presented; Emily Lastowski seconded; all approved.

**9.3. M.E. Wilson Company, LLC - Business Associates Agreement - Health Insurance**

Mr. Dwyer noted that he reviewed the agreement with M.E. Wilson Company, LLC and found only a few minor changes which they corrected immediately. AATF has been working with M.E. Wilson

for years and has been satisfied with their services, therefore, there are no objections in signing the agreement.

**9.4. 2023-2024 Mental Health Assistance Allocation - Intent to Participate**

This is an annual requirement. Mr. Polk recommends opting-in to participate in the district's mental health assistance allocation to cover our student's needs.

**9.5. 2023-2024 Election Form - School Messenger System**

The Board agreed not to use the School Messenger System. Mr. Polk explained that we have our own communication system that works well for our needs.

Will Bingham motioned to accept 9.3., 9.4. and 9.5.as presented; Emily Lastowski seconded, all approved.

**9.6. 2023-2024 Student Handbook**

The Board discussed a few minor changes to the proposed Student Handbook:

- Add "and agriculture" on pg. 2, last sentence, ...the advancement of agriculture and technology in the curriculum.
- Add pg. 5 number 2. Bottoms "No more than two inches from the top of the knee while standing."
- Remove on pg. 6, number 8. Extras, last sentence "in regard to lengths,etc. Ending the sentence with ...uniform policy.
- Remove sentence, pg. 13 second paragraph "The parent/guardian will be..."
- Pg 19 Field Trip reference, need to match pg. number of the field trip policy.

Will Bingham motioned to approve 9.6. with the changes listed above; Janay Rouser seconded; all approve.

**9.7. New Board Member Recommendation - Ryan Brady**

The New Board Member committee is recommending Ryan Brady to be added to the Board of Directors.

Will Bingham motioned to approve Ryan Brady to the Board of Directors, subject to the completion of the governance training and fingerprinting; Emily Lastowski seconded; all approved

**9.8. Items to be removed from Inventory**

Janay Rouser motioned to approve 9.8. as presented; Earl Sturworld seconded; all approved

**10. Individual Board Member Reports/Inquiry (Non-Agenda Items)**

Mrs. Lastowski recognized Robin Carter for winning a Public Service Award. She was one of 25 candidates from several surrounding counties.

**11. Faculty/Staff Inquiry (Non-Agenda Items)**

- Lori Gauttier reported that the Algebra end of year results came in and all of our students passed with the highest grade possible, level 5.
- Ray Polk shared that our preschool was presented with "High Class Provider". This was achieved by an outside organization coming in to observe our preschool teachers for several hours evaluating how the teachers are doing in the classroom. This is the first year for this type of evaluation and is tight to the VPK funding. This is a great accomplishment.
- Mr. Polk further shared data (handout) about our 4 H and Ag program. How much the programs have grown since their implementation 7 years ago. More than half of our student body is involved in one or more Ag or 4 H programs. The programs are self supporting.
- Mr. Polk shared that we will have the Suzanne Larkin Agricultural Science Classroom at our new barn building, a gracious donation made by her husband, Mr. Larkin.

**12. Friends of the Academy - PTO General Meeting**

**12.1. Financials**

Kacie Fagan explained that the financials this month are tight to the clay shoot fundraiser. Teachers Appreciation week went very well and was greatly appreciated.

Slate of Officers for 2023-2024 Year:

President - Kacie Fagan

Vice President - Stephanie Castro

Secretary - April Raines

Treasurer - Angela Barnett

New Board Members:

Nellie Hines

Jennifer Hunter

Jacqui McCray

Kelly Huss

Upcoming

13. Date of Next Meeting

13.1. BOD 06-19-23

14. Upcoming Events

5-16 - 2nd Grade Field Trip - Zoo Tampa

5-16 - Preschool Graduation - Ms. Sarah + Ms. Catherine - 5:00 pm

5-17 - Preschool Graduation - Ms. DeLynda - 5:00 pm

5-17 - Preschool Graduation - Ms. Savannah - 6:00 pm

5-19 - 3rd Grade Field Trip - Flying Squirrel

5-19 - 6th Grade Field Trip - Late Night Madness

5-22 - 8th Grade Field Trip - Islands of Adventure

5-23 - 2nd Grade Field Trip - Zoo Tampa

5-24 - 4th Grade Field Trip - Kennedy Space Center

5-24 - 7th Grade Staycation

5-24 - 1st Grade Field Trip - Chuck E Cheese

5-25 - 5th Grade Field Trip - Wonderworks

5-25 - 8th Grade Graduation - At the School 6:00 - 8:00 pm

5-26 - Last Day for Students - Water Day

5-29 - Memorial Day Holiday

5-30 + 31 - Teacher Post Planning Days

6-5 to 7-28 - Summer Program Monday - Friday

6-19 - Board Finance Workshop 8:00 am

15. Meeting Adjourned

Janay Rouser made a motion to adjourn at 7:10 pm, all approved.

Minutes submitted by:



Lee Maggard, Secretary

Date:

6/19/2023