



# School Board did not meet in July 2022.

**Tampa School Development Corporation  
Board of Directors  
Meeting Agenda | August 10, 2022**

- I. Call Meeting to Order
- II. Approve June 29, 2022 Meeting Minutes
- III. Board President's Report (Dana D.)
- IV. TSFC Organizational Update (Joe S.)
  - a. Finance & Business
  - b. Construction
  - c. Community Items
  - d. Regulatory items
  - e. President Emeritus
- V. Principal's Report (Jen C.)
  - a. K-8 Student Update
  - b. Faculty Update
- VI. Early Childhood Update (Dr. Natalie)
- VII. Development (Nicole M.)
- VIII. Secretary's Report (Amy P.)
- IX. Disciplinary Committee's Report
- X. Treasurer's Report (Katie T.)
- XI. Parental Involvement Representative/Yvette Gonzalez
- XII. Old Business/New Business
- XIII. Public Comment on Agenda or Non Agenda Item
- XIV. Adjourn Meeting



- IV. TSFC Organizational Update (Joe Sansonetti, CEO)
- a. Finance & Business: Joe reported a great start to the school year. SIID program had a great turnout. Joe thanked the Administration led, by Ms. Jen, for all the hard work put in for the start of the new school year. He encouraged all Board Members to watch the power point presentation he prepared for this year's pre-planning meeting. We are waiting for the second ESSER II payment to arrive.
  - b. Construction: Administration building is almost complete. We are waiting for the doors to come in and be installed and then we should be ready for CO. Fencing should be complete by October.
  - c. Regulatory Items: Joe reported that there are three Legislative Sessions so this makes for a challenging year.
  - d. President Emeritus: Dr. O'Dea reported that she feels Trinity had the best pre-planning ever. She reported that the Administration building looks beautiful. She's excited about the new school year and staff getting back to the joy of teaching.
- V. Principal's Report (Jennifer Cisneros, Principal)
- a. K-8 Student Update: The first two days have gone well. The theme for this year is Respect and Vigor. The Summer programs were a great success.
  - b. There was great participation in the Meet and Greet. Only 25 families were not represented.
  - c. Faculty Update: Melanie, Hollie, and Lyndsey are Trinity's new AP's. We have 8 new teachers and they are ready, eager, and prepared. Trinity is proud to have a teacher in every classroom. Art and Photography are back in the rotation.
  - d. HCPS Site Visit went well. We have a new Code of Conduct and Threat assessment in place for the school year.
- VI. Early Childhood Update (Dr. Natalie Todt)
- a. Dr. Natalie reported that everyone is happy to be back. The staff enjoyed and appreciated the planning day and for being included in the staff presentation by Joe Sansonetti. There is great energy within the group and from the team leads.
  - b. The 3 Pre-K classes have 7<sup>th</sup> and 8<sup>th</sup> grade mentors and they are excited.
- VII. Development: (Nicole Morgado)
- a. Nicole thanked the Board for helping at the Meet and Greet Annual Fund Booth. The goal was to meet the trend from last year and we met and exceeded that goal.
  - b. Nicole reported that the focus this year is get the Capital Campaign off the ground successfully.
  - c. The Social Media Team is continuing to work on Alumni recruitment for our database.

VIII. Secretary's Report: (Amy Pickford)

Amy sent the 4-hour Governance Training email link and sign in information to new Board Member Brad Abbey. She re-sent the same to Board Member Julie Hillson who says she never received it last month.

IX. Disciplinary Committee's Report: (Ashley & Amy)

Nothing to report at this time but Principal Jennifer Cisneros stated that the administration is formalizing the referral process which will be on-line. The Administration would like to meet with the Disciplinary Committee to streamline that process.

X. Treasurer's Report: (Katie Tinley)

Nothing to report at this time. Next Board Finance Committee meeting will be Aug 25<sup>th</sup>.

XI. Parent Involvement Representative: (Yvette Gonzalez)

Yvette reported that Homeroom parent sign-up forms went out. It's nice to have parents back on campus volunteering. It feels like things are getting back to normal. The parents are happy to be involved and back on campus.

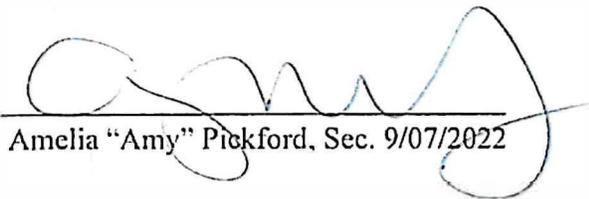
XII. Old Business/New Business:

No Old or New Business at this time

XIII. Public Comment on Agenda or Non-Agenda Items:

No Public Comments at this time

XIV. **Motion** was made by Dana Dowsett to adjourn Meeting. **Motion** was seconded by Amy Pickford. Board Meeting adjourned unanimously at 7:14pm.

  
Amelia "Amy" Pickford, Sec. 9/07/2022

  
Dana Dowsett, Pres. 9/07/2022

**Tampa School Development Corporation  
Board of Directors  
Meeting Agenda | September 7, 2022**

- I. Call Meeting to Order
- II. Approve August 2022 Meeting Minutes
- III. Board President's Report (Dana D.)
- IV. TSFC Organizational Update (Joe S.)
  - a. Finance & Business
  - b. Construction
  - c. Community Items
  - d. Regulatory items
  - e. President Emeritus
- V. Principal's Report (Jen C.)
  - a. K-8 Student Update
  - b. Faculty Update
  - c. Out of Field Letter
- VI. Early Childhood Update (Dr. Natalie)
- VII. Development (Nicole M.)
- VIII. Secretary's Report (Amy P.)
- IX. Disciplinary Committee's Report
- X. Treasurer's Report (Katie T.)
- XI. Parental Involvement Representative/Yvette Gonzalez
- XII. Old Business/New Business
- XIII. Public Comment on Agenda or Non Agenda Item
- XIV. Adjourn Meeting

Tampa School Development Corporation  
Board of Directors  
Meeting Minutes

September 7, 2022

- I. Meeting called to order by President Dana Dowsett at 6:00 pm. Meeting held by Zoom teleconferencing, quorum confirmed.

Members Present: Dana Dowsett, Pres.      Members Absent: Ryan Luzod  
Therese Holmes, VP  
Katie Tinley, Treas.  
Amy Pickford, Sec.  
Celeste Greco  
Ashley Valdes  
Liezette Felicione  
Julie Hillson  
Brad Abbey

School Representatives Present: Joe Sansonetti, CEO  
Jennifer Cisneros, Principal  
Nicole Morgado, Dir. Business & Communications  
Dr. Natalie Todt, EC Director

Guests: None

- II. Motion was made by Brad Abbey, after review and discussion by the Board, to approve the August 2022 meeting minutes. **Motion** was seconded by Dana Dowsett and approved by the Board unanimously.
- III. School Board President's Report: (Dana Dowsett)
- a. Dana handed out the Out of Field Letter for review and discussion. **Motion** was made by Amy Pickford to approve the Out of Field Letter. **Motion** was seconded by Therese Holmes and approved by the Board unanimously.
- IV. TSFC Organizational Update (Joe Sansonetti, CEO)
- a. Finance & Business:
1. Joe reported that there are several Audits underway. The Annual School Audit, the 401K Audit, and a Workman's Comp Audit.
  2. The second SR3 Submission is being completed.

3. Joe reported that the new Internal Badge Swipe ID Security System is almost complete and will be a great addition to our Safety and Security.
  - b. Construction: The Clinic in the Administration building will have a soft opening on Sept. 13<sup>th</sup>. The construction of the fence is being delayed until late October due to a block shortage.
  - c. Community Items: The Architect has completed the drawings of the future Athletic & Arts Center.
- V. Principal's Report (Jennifer Cisneros, Principal)
- a. K-8 Student Update:  
Jennifer reported that everything is running smoothly.
  - b. Faculty Update:  
AP Ms. Hollie will be in charge of Assessments  
AP Ms. Lyndsey will be in charge of Student Life and School Operations (attendance, tardies, parent hours)  
AP Ms. Melanie will be in charge of Discipline, Problem Solving, and Behavior Management.  
AP Ms. Gabrielle will be in charge of Extended Learning and Aftercare.
- VI. Early Childhood Update (Dr. Natalie Todt)
- Dr. Todt reported that in celebration of Grandparents Day each classroom has invited Grandparents to come in and read to the classes. The Staff has prepared Goodie Bags for each Grandparent volunteer.
- VII. Development: (Nicole Morgado)
- The Development Team has been working on a theme for the upcoming Capital Campaign. The release should be between Thanksgiving and Christmas.
- VIII. Secretary's Report: (Amy Pickford)
- Julie Hillson has completed Governance Training and her certificate has been forwarded to the district. Brad Abbey is in the process of the Governance Training Course and should be completed and certificate in by our next Board Meeting.
- IX. Disciplinary Committee's Report: (Ashley & Amy)
- Nothing to report at this time.
- X. Treasurer's Report: (Katie Tinley)
- Nothing to report at this time. The Board Finance Committee will be holding a workshop Oct. 4<sup>th</sup> at 4pm in Spoto Hall. All Board Members are invited.
- XI. Parent Involvement Representative: (Yvette Gonzalez)

Nothing to report at this time

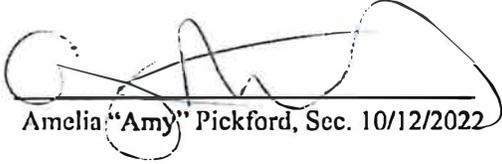
XII. Old Business/New Business:

- a. No Old Business
- b. New Business: Trinity hired a Director of Facilities which will be starting next week.

XIII. Public Comment on Agenda or Non-Agenda Items:

No Public Comments at this time

XIV. Motion was made by Dana Dowsett to adjourn Meeting. Motion was seconded by Amy Pickford. Board Meeting adjourned unanimously at 6:32pm.



Amelia "Amy" Pickford, Sec. 10/12/2022



Dana Dowsett, Pres. 10/12/2022

**Tampa School Development Corporation  
Board of Directors  
Meeting Agenda | October 12, 2022**

- I. Call Meeting to Order
- II. Approve September 2022 Meeting Minutes
- III. Board President's Report (Dana D.)
- IV. TSFC Organizational Update (Joe S.)
  - a. Finance & Business
  - b. Construction
  - c. Community Items
  - d. Regulatory items
  - e. President Emeritus
- V. Principal's Report (Jen C.)
  - a. K-8 Student Update
  - b. Faculty Update
- VI. Early Childhood Update (Dr. Natalie)
- VII. Development (Nicole M.)
- VIII. Secretary's Report (Amy P.)
- IX. Disciplinary Committee's Report
- X. Treasurer's Report (Katie T.)
- XI. Parental Involvement Representative/Yvette Gonzalez
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- XIV. Adjourn Meeting



2. Prida, Guida and Perez also did a 401K audit. This must be done as we have more than 100+ participants. Again, this report came back clean and is being properly regulated.
  3. The second ESSR-3 Submission 2 has been sent in. We are currently owed \$300K plus the ERC for a total of approximately \$1M.
  4. The next BFC meeting is an important meeting as many items will need to be reviewed and voted on in order to present to the General Board at the November meeting.
- b. Construction:
1. The Clinic in the Administration building is open. We are still waiting on furniture, but it is running and functional. The construction of the fence is being delayed until December and will be completed over the Christmas break.
  2. Athletic and Arts Center:
    - Drawings were given to the Board this evening
    - 3 story floor plan
    - To include gym with concessions; additional classrooms; additional curriculum and programs
    - Bank currently has all information for the loan; the appraisal to be completed this month
    - Aiming to close deal by end of year and construction to begin June, 2023
- c. Community Items:
1. EC will be eliminating its ten (10) month program and going to strictly twelve (12) month contracts. The Magnolia Room will be closing and will be turned into classroom(s). These two (2) changes will give TSC additional revenue of approximately \$250,000.00.
  2. Upcoming Events – Storybook Parade, Building Thanks, Holidays Around the World

V. President Emeritus (Dr. Madeline O'Dea)

1. The importance of our governing board especially with the upcoming projects to improve our school.
2. Welcome to the new members.

VI. Principal's Report (Jennifer Cisneros, Principal)

a. K-8 Student Update:

- Wrap of 1<sup>st</sup> quarter
- Code of Conduct in place and running smoothly.
- Building Bridge Conferences will begin next week

- We had our first and only true threat assessment with CPI/LE involvement to include assessment of mental health. Due to the 504 Plan for the student certain protocols must be adhered to as those services can't be stopped for the student. Everyone worked together and the student has been accepted into another school. The process that's in place does work and ran smoothly.
- We may have two (2) families that will be coming before the Disciplinary Committee

**b. Faculty Update:**

- AP Ms. Hollie will be in charge of Assessments and the first round of testing has been completed.
- AP Ms. Lyndsey will be in charge of Student Life and School Operations (attendance, tardies, parent hours)
- AP Ms. Melanie will be in charge of Discipline, Problem Solving, and Behavior Management.
- AP Ms. Gabrielle will be in charge of Extended Learning and Aftercare.
- We have eight (8) new teachers
- Due to our partnership with UT we already have six (6) interns for next semester

**VII. Early Childhood Update (Dr. Natalie Todt)**

In Dr. Todt's absence it was reported that Building Bridge Conferences are in full swing. The classes are getting ready for the Storybook Parade. The Homeroom parents are eagerly participating.

**VIII. Development: (Nicole Morgado)**

The Development Team has been working on a theme for the upcoming Capital Campaign.

- Roll out will be in November and/or December, 2022.
- Will be filming the campaign video next week.

**IX. Secretary's Report: (Amy Pickford)**

Nothing to report at this time.

**X. Disciplinary Committee's Report: (Ashley & Amy)**

Nothing to report at this time.

**XI. Treasurer's Report: (Katie Tinley)**

Nothing to report at this time. The next Board Finance Committee will be in person on October 27, 2022.

XII. Parent Involvement Representative: (Yvette Gonzalez)  
Nothing to report at this time

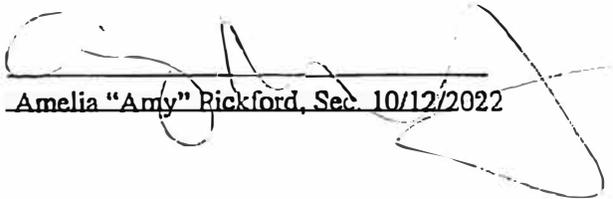
XIII. Old Business/New Business:

a. No Old Business

b. New Business: Trinity hired a Director of Facilities which will be starting next week.

XIV. Public Comment on Agenda or Non-Agenda Items:  
No Public Comments at this time

XV. Motion was made by Dana Dowsett to adjourn the Meeting. Motion was seconded by Therese Holmes and the Board Meeting adjourned unanimously at 7:29 p.m.

  
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Amelia "Amy" Rickford, Sec. 10/12/2022

  
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Dana Dowsett, Pres. 10/12/2022

**Tampa School Development Corporation**  
**Board of Directors**  
**Meeting Agenda | November 8, 2022**

- I. Call Meeting to Order
- II. Approve October 2022 Meeting Minutes
- III. Board President's Report (Dana D.)
- IV. Audit Presentation - Prida & Guida
- V. TSFC Organizational Update (Joe S.)
  - a. Finance & Business
    - i. Athletics & Arts Center
  - b. Construction
    - i. Administration Building
    - ii. Security Fence
  - c. Community Items
  - d. Regulatory items
    - i. ESSER 3 - Plan reaffirmation
  - e. President Emeritus
- VI. Principal's Report (Jen C.)
  - a. K-8 Student Update
    - i. Reunification Plan
  - b. Faculty Update
- VII. Early Childhood Update (Dr. Natalie)
- VIII. Development (Nicole M.)
- IX. Secretary's Report (Amy P.)
- X. Disciplinary Committee's Report (Ashley V.)
- XI. Treasurer's Report (Katie T.)
- XII. Parental Involvement Representative/Yvette Gonzalez
- XIII. Old Business/New Business
- XIV. Public Comment on Agenda or Non Agenda Item
- XV. Adjourn Meeting

Tampa School Development Corporation  
Board of Directors  
Meeting Minutes

Nov. 8, 2022

- I. Meeting called to order by President Dana Dowsett at 6:04 pm. Meeting held by Zoom teleconferencing, quorum confirmed.

Members Present: Dana Dowsett, Pres.  
Therese Holmes, VP  
Katie Tinley, Treas.  
Amy Pickford, Sec.  
Ryan Luzod  
Ashley Valdes  
Liezette Felicione  
Julie Hillson  
Brad Abbey

Members Absent: Celeste Greco

School Representatives Present: Dr. Madeline O'Dea, President Emeritus  
Joe Sansonetti, CEO  
Jennifer Cisneros, Principal  
Nicole Morgado, Dir. Business & Communications  
Nicole Cummings, CFO  
Dr. Natalie Todt, EC Director  
Alyssa Detres, AP

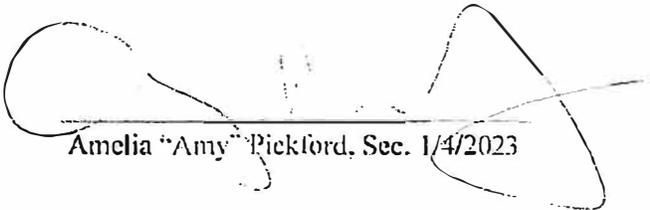
Guests: George Guida and Chris Trappy,  
Auditors from the CPA firm Prida, Guida, and Perez, P.A.

- II. **Motion** was made by Therese Holmes, after review and discussion by the Board, to approve the October 2022 meeting minutes. **Motion** was seconded by Katie Tinley and approved by the Board unanimously.
- III. School Board President's Report: (Dana Dowsett)  
Dana has nothing to report at this time and turned the floor over to Chris Trappy and George Guida from Prida, Guida, and Perez, P.A. for the Presentation of the Audit and its findings.

- IV. Prida, Guida, and Perez, P.A. 2021-2022 Fiscal Year Audit Presentation
  - 1. Chris Trappy, Auditor from the CPA firm Prida, Guida, and Perez, P.A. presented to the Board the audit via Zoom with a slide show presentation.
  - 2. The Auditors issued a clean opinion with no findings of issue. Trinity's Positive Fund Balance allows Trinity to keep its High-Performance Status.
  
- V. TSFC Organizational Update (Joe Sansonetti, CEO)
  - a. Finance & Business: Joe reported that the Athletics & Arts Center Proposal is in from DeLotto. The cost at this time for this project is approximately 7 million dollars. Valley Bank has pre-approved Trinity for up to 9 million. Trinity is in a great financial position to move forward with this project but will need a strong Capital Campaign. We need to sign the term sheet to move forward to contract. Amy Pickford made a **Motion** to move forward on the project by signing the term sheet from Valley Bank. **Motion** was seconded by Katie Tinley and approved by the Board unanimously.
  - b. Construction:
    - 1. The Administration Building is open we are still waiting on furniture which comes Monday.
    - 2. The Security Fence Project has hit a snag with a concrete block shortage. The Project will have to wait till Dec. Break or Spring Break.
  - c. ESSER 3 part 2 is ready to submit.
  - d. President Emeritus: Dr. O'Dea spoke about the Athletics and Arts Center and how she is looking forward to the kick off of the Capital Campaign Fund.
  
- VI. Principal's Report (Jennifer Cisneros, Principal)
  - a. K-8 Student Update:
    - 1. Jennifer reported that conferences are been wrapped up this week.
    - 2. Jennifer reported that staff has 3 names to refer to the Disciplinary Committee. She will be reaching out to the chairs from the Disciplinary Committee in the coming week.
    - 3. The Holiday Season is off to a great start and everyone is looking forward to these events.
    - 4. The Reunification Plan which is part of our safety plan has to be submitted to the district. We have a plan in place but it has to written up and submitted. Dana Dowsett made a **Motion** to move forward with submitting the plan. **Motion** was seconded by Brad Abbey and approved by the Board unanimously.
  
- VII. Early Childhood Update: (Dr. Natalie Todt)

Dr. Todt informed the Board that the EC will be having a "Feast" on Nov. 22<sup>nd</sup> in honor of Thanksgiving. There will also be an EC Winter Show held on Dec. 16<sup>th</sup> on the EC Turf.

- VIII. Development: (Nicole Morgado)
- a. Nicole reported that she is very excited about the launch of the Capital Campaign Fund. A lot of work has been going into the Campaign and a video announcement will be released before Christmas break.
  - b. Development has been working on the website as well as software for online payments.
  - c. Annual Fund has brought in over \$115,000.
  - d. A lot of Trinity events are in the planning stages.
- IX. Secretary's Report: (Amy Pickford)  
Nothing to report at this time.
- X. Disciplinary Committee's Report: (Ashley & Amy)  
Nothing to report at this time. Trinity Staff has informed the disciplinary committee that they are in the process of referring 2 or 3 families for Field Study related infractions.
- XI. Treasurer's Report: (Katie Tinley)  
The Finance committee held an emergency meeting on Nov. 4<sup>th</sup> to discuss the increased interest rates from the Fed on 11/2/22 and how that would affect Trinity's construction project. Valley Bank's interest rate did not increase but DeLotto could not honor their proposal to TSFC. The Finance Committee voted to accept the new proposal from DeLotto (cost increase).
- XII. Parent Involvement Representative: (Yvette Gonzalez)  
Nothing to report at this time.
- XIII. Old Business/New Business:  
No Old or New Business at this time
- XIV. Public Comment on Agenda or Non-Agenda Items:  
No Public Comments at this time
- XV. **Motion** was made by Dana Dowsett to adjourn Meeting. **Motion** was seconded by Amy Pickford. Board Meeting adjourned unanimously at 7:32pm.



Amelia "Amy" Pickford, Sec. 1/4/2023



Dana Dowsett, Pres. 1/04/2023



# School Board did not meet in December 2022.

**Tampa School Development Corporation**  
**Board of Directors**  
**Meeting Agenda | January 4, 2023**

- I. Call Meeting to Order
- II. Approve November 2022 Meeting Minutes
- III. Board President's Report (Dana D.)
- IV. TSFC Organizational Update (Joe S.)
  - a. Finance & Business
    - i. Athletics & Arts Center
  - b. Construction
    - i. Administration Building
    - ii. Security Fence
  - c. Community Items
  - d. Regulatory items
  - e. President Emeritus
- V. Development (Nicole M.)
- VI. Principal's Report (Jen C.)
  - a. K-8 Student Update
  - b. Faculty Update
    - i. Out of Office Field Letter
- VII. Early Childhood Update (Dr. Natalie)
- VIII. Secretary's Report (Amy P.)
- IX. Disciplinary Committee's Report (Ashley V.)
- X. Treasurer's Report (Katie T.)
- XI. Parental Involvement Representative/Yvette Gonzalez
- XII. Old Business/New Business
- XIII. Public Comment on Agenda or Non Agenda Item
- XIV. Adjourn Meeting

Tampa School Development Corporation  
Board of Directors  
Meeting Minutes

JAN 4, 2023

- I. Meeting called to order by President Dana Dowsett at 5:30 pm. Meeting held by Zoom teleconferencing, quorum confirmed.

Members Present: Dana Dowsett, Pres.    Members Absent:

Therese Holmes, VP  
Katie Tinley, Treas.  
Amy Pickford, Sec.  
Ryan Luzod  
Ashley Valdes  
Liezette Felicione  
Julie Hillson  
Brad Abbey  
Celeste Greco

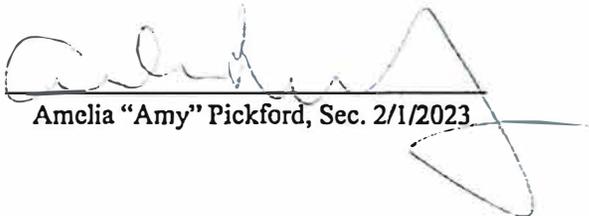
School Representatives Present: Dr. Madeline O'Dea, President Emeritus  
Joe Sansonetti, CEO  
Jennifer Cisneros, Principal  
Nicole Morgado, Dir. Business & Communications  
Nicole Cummings, CFO  
Dr. Natalie Todt, EC Director  
Yvette Gonzalez

- II. **Motion** was made by Katie Tinley, after review and discussion by the Board, to approve the November 2022 meeting minutes. **Motion** was seconded by Therese Holmes and approved by the Board unanimously.
- III. School Board President's Report: (Dana Dowsett)  
Dana thanked all Board Members for their participation in the handing out the Athletic & Arts Center pamphlets in the car line.

- IV. TSFC Organizational Update (Joe Sansonetti, CEO)
  - a. Finance & Business:
    - 1. Joe reported that the closing for the Athletics & Arts Center Loan is scheduled for January 2023 but will most likely be pushed to February 2023.
    - 2. The DeLotto contract language will be reviewed by an outside attorney firm of Trenam Kemper. The attorney is Greg Hutt and he's board certified in construction law.
    - 3. The project is not to exceed 13-14 months with a tentative completion date of June 2024 with ground breaking between Aug 2023 and Oct 2023.
    - 4. We will need to stagger events such as Open House, Meet and Greet, etc... to accommodate the buildout of the Athletics & Arts Center.
  - b. Construction:
    - 1. The Administration Building is complete; we are still waiting on additional furnishings.
    - 2. The Security Fence Project is on hold waiting for components still on back order at this time.
  - c. President Emeritus:
    - 1. Dr. O'Dea wished everyone a Happy New Year.
    - 2. Dr. O'Dea thanked everyone for all we are doing to move projects along and assist with the Capital Campaign roll out.
- V. Development: (Nicole Morgado)
  - a. Nicole thanked Board Members for their help with the Capital Campaign handouts. The buzz and hype are there and Trinity is excited about starting event planning.
  - b. Development is working on forming a Capital Campaign Committee and keeping the Website updated with info. Some donations are already coming in and there is a lot of interest in naming rights.
  - c. Nicole and her team are working with CEO Joe Sansonetti to prepare for Trinity's Annual Site Visit on March 9th.
- VI. Principal's Report (Jennifer Cisneros, Principal)
  - a. K-8 Student Update:
    - 1. Jennifer reported that the next 8 weeks are very intense.
    - 2. Jennifer reported that we had new interns that started last week.
  - b. Jennifer discussed with the Board the 2 individuals on the Out of Field Letter. Cameron Ruff and Adrian Mitchell. Both of these teachers are working on their certificates. Amy Pickford made a Motion to approve the Out of Field Letter for

these two individuals. The Motion was seconded by Katie Tinley and approved by the Board unanimously.

- VII. Early Childhood Update: (Dr. Natalie Todt)
- a. Dr. Todt informed the Board that the EC staff is starting placements for the 2023-2024 school year.
  - b. Next Thursday is the 100<sup>th</sup> day of school and the children will be celebrating with special activities.
- VIII. Secretary's Report: (Amy Pickford)  
Nothing to report at this time.
- IX. Disciplinary Committee's Report: (Ashley & Amy)  
Trinity Staff has informed the Disciplinary Committee that they worked through the issues with the 3 families so no referrals will be needed.
- X. Treasurer's Report: (Katie Tinley)  
Next Finance Committee Meeting will be on January 26<sup>th</sup>.
- XI. Parent Involvement Representative: (Yvette Gonzalez)
- a. Yvette reported that the PPA did an incredible job on Secret Santa. Not only did we break the record by making over eleven thousand dollars but we also got great feedback about the event.
  - b. All of EC's housekeeping items were completed over the Winter Break.
- XII. Old Business  
No Old Business at this time
- XIII. New Business:  
Winter Show is being held at the Tampa Theater on Jan. 19<sup>th</sup> at 6pm.
- XIV. Public Comment on Agenda or Non-Agenda Items:  
No Public Comments at this time
- XV. Motion was made by Dana Dowsett to adjourn Meeting. Motion was seconded by Amy Pickford. Board Meeting adjourned unanimously at 6:13pm.

  
Amelia "Amy" Pickford, Sec. 2/1/2023

  
Dana Dowsett, Pres. 2/01/2023

**Tampa School Development Corporation**  
**Board of Directors**  
**Meeting Agenda | February 1, 2023**

- I. Call Meeting to Order
- II. Approve January 2023 Meeting Minutes
- III. Board President's Report (Dana D.)
- IV. TSFC Organizational Update (Joe S.)
  - a. Finance & Business
    - i. Athletics & Arts Center
  - b. Construction
    - i. Administration Building
    - ii. Security Fence
  - c. Community Items
  - d. Regulatory items
  - e. President Emeritus
- V. Development (Nicole M.)
- VI. Principal's Report (Jen C.)
  - a. K-8 Student Update
  - b. Faculty Update
- VII. Early Childhood Update (Dr. Natalie)
  - a. Valentines's Day surprise for parent gifts
  - b. Field study for 2 year old room at Zoo Tampa on February 3<sup>rd</sup>
  - c. Dr Todt and Ms Chelsea are planning Professional Development Day on February 13<sup>th</sup> with focus on Centegix review (crisis alert platform), allergy/medical emergency response and classroom environment
- VIII. Secretary's Report (Amy P.)
- IX. Disciplinary Committee's Report (Ashley V.)
- X. Treasurer's Report (Katie T.)
- XI. Parental Involvement Representative/Yvette Gonzalez
- XII. Old Business/New Business
- XIII. Public Comment on Agenda or Non Agenda Item
- XIV. Adjourn Meeting



2. Legal Counsel for Valley Bank is signing the loan docs and preparing a bank check list for us as well as waiving the Bond performance. MEP is the next stage and meeting the trades.
  3. Development Team is getting the word out and we should break ground in June.
  4. The building plans had some revisions that caused us to go from 27 thousand to 25 thousand but the layout works.
- b. Regulatory Items:
1. Joe is working with Nicole and her team to prepare for Trinity's Annual Site Visit on march 9<sup>th</sup>.
- c. President Emeritus:
1. Dr. O'Dea's Tea Time with staff as a development and team building tool was well received.
- V. Development: (Nicole Morgado)
- a. HUB Spot was a heavy lift but is complete.
  - b. Social Media presence has been ramped up
  - c. Working on Alumni Outreach
  - d. Working on Brand with Spot On
  - e. Working on forming an Advisory Committee for the Capital Campaign Fund. So far, we have Grace Northern Hudson, Brad Abbey, Julie Hillson, Sara Dale, and Roxanne & Manny Alvarez. An event will be held at the Oxford Exchange in March.
  - f. Development Team has been working hard on making good contacts for The Capital Campaign and have already solicited donations and lots of interest in donating and naming rights. There is lots of interest in the project and the team is excited.
  - g. Tomorrow the committee has an important meeting with the non-profit Community Foundation of Tampa Bay.
- VI. Principal's Report (Jennifer Cisneros, Principal)
- a. K-8 Student Update:
    1. Pleased with the results of Progress Monitoring 2.
    2. Field Studies are in full Swing.
    3. Working on growth plans/interventions
  - b. Jennifer reported that Trinity has had lots of applicants applying for faculty positions.
- VII. Early Childhood Update: (Dr. Natalie Todt)

- a. EC staff will be working with the children on a special Valentine's Day surprise gift for parents.
- b. Working on enrollment for 2023-2024.
- c. The 2-year-old room is going on a field study to Zoo Tampa on Feb. 3rd
- d. Dr Todt and Ms. Chelsea are planning a Professional Development Day on Feb. 13<sup>th</sup> with focus on Centegix review (crisis alert platform), allergy/medical emergency response, and classroom environment
- e. EC is participating in Spirit Day "Team Colors"

VIII. Secretary's Report: (Amy Pickford)

Nothing to report at this time.

IX. Disciplinary Committee's Report: (Ashley & Amy)

Nothing to report at this time

X. Treasurer's Report: (Katie Tinley)

Katie reported that the Finance Committee approved the Budget.

XI. Parent Involvement Representative: (Yvette Gonzalez)

Nothing to report at this time

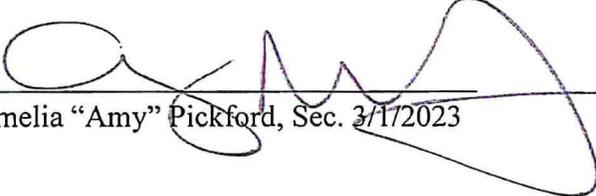
XII. Old Business/New Business:

No Old or New Business discussed at this time

XIII. Public Comment on Agenda or Non-Agenda Items:

No Public Comments at this time

XIV. **Motion** was made by Dana Dowsett to adjourn Meeting. **Motion** was seconded by Amy Pickford. Board Meeting adjourned unanimously at 6.52pm.



Amelia "Amy" Pickford, Sec. 3/17/2023



Dana Dowsett, Pres. 3/01/2023

**Tampa School Development Corporation**  
**Board of Directors**  
**Meeting Agenda | March 1, 2023**

- I. Call Meeting to Order
- II. Approve February 2023 Meeting Minutes
- III. Board President's Report (Dana D.)
- IV. TSFC Organizational Update (Joe S.)
  - a. Finance & Business
    - i. Athletics & Arts Center
  - b. Construction
    - i. Administration Building
    - ii. Security Fence
  - c. Community Items
  - d. Regulatory items
  - e. President Emeritus
- V. Development (Nicole M.)
- VI. Principal's Report (Jen C.)
  - a. K-8 Student Update
  - b. Faculty Update
- VII. Early Childhood Update (Yvette Gonzalez)
- VIII. Secretary's Report (Amy P.)
- IX. Disciplinary Committee's Report (Ashley V.)
- X. Treasurer's Report (Katie T.)
- XI. Parental Involvement Representative/Yvette Gonzalez
- XII. Old Business/New Business
- XIII. Public Comment on Agenda or Non Agenda Item
- XIV. Adjourn Meeting



2. Valley Bank approved the loan and the closing docs will be ready to sign soon. The Finance Committee will call an emergency meeting once completed so we can set the closing for signatures. Sometime in May the plans will be complete with the amendments and then they can be signed.

B. Regulatory Items: Joe is working with Nicole and her team to prepare for Trinity's annual site visit on March 9<sup>th</sup>.

V. Development (Nicole Morgado)

A. PPA fundraiser update:

1. The Read-a-thon is off to a great start with \$32,500 so far. The teachers are the reason this fundraiser is such a success. Redline came in and did competition activities with the older children.
2. In April the PPA will be rolling out the Online Auction for the items with naming rights.

B. Nicole and Dr. O'Dea have been working on forming an Advisory Committee for the Capital Campaign Fund. They are looking for people that have the experience and want to help. They will be holding a small event at the Oxford Exchange in March to test out the interest and the pricing on the naming writes. There will be a larger event planned for October. This will be a 3-year campaign for both the Open Mind Theater and the Athletics and Arts Center building

VI. Principal's Report (Jennifer Cisneros, Principal)

A. K-8 Student Update:

1. K-8 site visit will be Thursday of next week.
2. The students are excited about Field Day.
3. Class Pictures and cap and gown pictures are scheduled for this month.

B. Faculty Update:

1. Jennifer reported that she had 12 Certified Teachers apply for jobs but there are no spots to fill at this time.
2. Jennifer went over the Out of Field Letter with the Board. She explained the ESOL Compliance and that it is a 3-year process. Amy Pickford made a **Motion** to approve the Out of Field Letter. The **Motion** was seconded by Liezette Felicione and approved by the Board unanimously.

VII. Early Childhood Update: (Dr. Natalie Todt)

A. EC is participating in the Read A Thon Fundraiser. Everyone loved the kick off Pep Rally. This fundraiser has been planned during Literacy Week and staff has parents and grandparents coming in to read to the students. Pre-K is reading 60 minutes a day. Everyone has started out strong and this fundraiser should be a great success.

B. EC Graduation pictures will be taken on the 20th

- C. Field day will be on the 9<sup>th</sup>. Trinity will have two bounce houses for the day.
- D. While the K-8 school is out on Spring Break. Staff has planned a fun week for the EC children on campus.

VIII. Secretary's Report: (Amy Pickford)

Nothing to report at this time.

IX. Disciplinary Committee's Report: (Ashley & Amy)

Nothing to report at this time administration has handled any issues and does not need Board intervention at this time.

X. Treasurer's Report: (Katie Tinley)

A. ERC money is still outstanding once we close on the Loan the Finance Committee will resume looking into when we will be receiving these funds.

B. All monies must be spent by Sept. 2024

XI. Parent Involvement Representative: (Yvette Gonzalez)

Field studies are in full swing. 7<sup>th</sup> grade Tallahassee, 5<sup>th</sup> grade Holocaust Museum, 3<sup>rd</sup> grade Busch Gardens animal study, Kindergarten Great Explorations and Dakin Dairy.

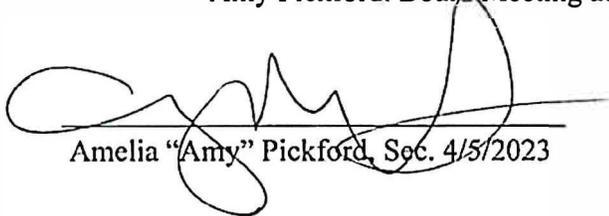
XII. Old Business/New Business:

No Old or New Business discussed at this time

XIII. Public Comment on Agenda or Non-Agenda Items:

No Public Comments at this time

XIV. Motion was made by Dana Dowsett to adjourn Meeting. Motion was seconded by Amy Pickford. Board Meeting adjourned unanimously at 7.10pm.



Amelia "Amy" Pickford, Sec. 4/5/2023



Dana Dowsett, Pres. 4/05/2023

**Tampa School Development Corporation**  
**Board of Directors**  
**Meeting Agenda | April 5, 2023**

- I. Call Meeting to Order
- II. Approve March 2023 Meeting Minutes
- III. Board President's Report (Dana D.)
- IV. TSFC Organizational Update (Joe S.)
  - a. Finance & Business
    - i. Athletics & Arts Center
  - b. Construction
    - i. Administration Building
    - ii. Security Fence
  - c. Community Items
  - d. Regulatory items
  - e. President Emeritus
- V. Development (Nicole M.)
- VI. Principal's Report (Jen C.)
  - a. K-8 Student Update
  - b. Faculty Update
- VII. Early Childhood Update (Yvette Gonzalez)
- VIII. Secretary's Report (Amy P.)
- IX. Disciplinary Committee's Report (Ashley V.)
- X. Treasurer's Report (Katie T.)
- XI. Parental Involvement Representative/Yvette Gonzalez
- XII. Old Business/New Business
- XIII. Public Comment on Agenda or Non Agenda Item
- XIV. Adjourn Meeting



in at 6½ %. The permit process has begun and we should be breaking ground in June.

B. Construction Update:

1. The Administration building is complete.
2. The supply shortage has finally ended and the Security Fence will be going in in the month of June.

V. Development (Nicole Morgado)

A. Capital Campaign Kickoff:

1. Nicole reported that Thursday's small Kickoff event at Oxford Exchange went fabulously. The Oxford Exchange did not charge us for the event space only food and drink. There was great interest from old and new families. Over \$167,000.00 was raised on this evening. The Art room and Music room naming writes will be sponsored for \$25,000.00 each. The Humanities room will be sponsored for \$30,000.00. Along with the sponsoring of the new classrooms there will be a scoreboard sponsor for \$75,000.00 and the concession sponsor. Pledge cards went out and there were sponsors for \$10,000, \$20,000, 25,000.00, \$30,000.00 and \$50,000.00.
2. The next event will be on a larger scale and all will be invited.

VI. Principal's Report (Jennifer Cisneros, Principal)

A. K-8 Student Update:

1. K-8 ESSER Funding has helped improved our students scores and we are above state averages.
2. The students are excited about their field studies. There are 35 field studies going on. Just a few of these are the 7<sup>th</sup> grade trip to Tallahassee and 5<sup>th</sup> grade's trip to Boston.

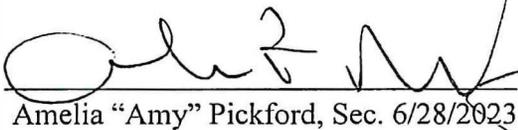
B. Faculty Update:

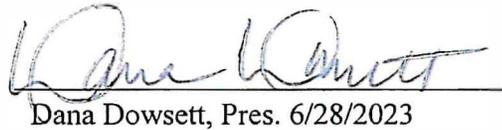
1. Jennifer reported that she is still receiving resumes and the staff will be fielding a great team thanks to the ESSER Money.

VII. Early Childhood Update: (Dr. Natalie Todt)

- A. EC is having their 2<sup>nd</sup> annual Easter Egg Hunt. Infants to Pre-K will be participating.
- B. This week is the week of the child and Dr. Natalie and her staff have planned events in the classroom to celebrate.
- C. Dr Natalie is working with Ms. Chelsea to order new equipment for all 3 playgrounds.
- D. Ms. Yvette is working on Graduation as well as the EC Summer Program.

- VIII. Secretary's Report: (Amy Pickford)  
Nothing to report at this time.
- IX. Disciplinary Committee's Report: (Ashley & Amy)  
Nothing to report at this time.
- X. Treasurer's Report: (Katie Tinley)  
A. The Finance Committee voted to approve submission of the executed Construction Contract with DeLotto to Valley Bank and have moved forward with the loan closing.  
B. ESSER 3 monies must be spent by Sept. 2024 and will go towards A/C replacement, windows, etc....
- XI. Parent Involvement Representative: (Yvette Gonzalez)  
A. Families have been very supportive during field studies and have been very respectful while volunteering on campus.  
B. Jen and Angie have been working on team building events for the EC staff. There will be two events held. An end of the year celebration as well as an event at Legends Field.
- XII. Old Business/New Business:  
No Old Business  
New Business: We have several board members rolling off the board at our June Meeting. Former Board Member and Attorney, Ronnie Darrigo has inquired about being on the Board again and has been vetted by the Nominating Committee and the School Administration. The Board would like to invite him to the next meeting to vote him in for the next school year.
- XIII. Public Comment on Agenda or Non-Agenda Items:  
No Public Comments at this time
- XIV. **Motion** was made by Dana Dowsett to adjourn Meeting. **Motion** was seconded by Amy Pickford. Board Meeting adjourned unanimously at 7.02pm.

  
Amelia "Amy" Pickford, Sec. 6/28/2023

  
Dana Dowsett, Pres. 6/28/2023



June 28, 2023

Dear Parents/Guardians:

All educators in Florida are monitored to ensure they meet certification and training requirements as mandated by law. Per Florida Statute 1012.42, when a teacher is assigned teaching duties out of the field in which the teacher is certified, the parents of all students in the class shall be notified in writing.

Hillsborough County Public Schools is committed to providing quality instruction for all students and does so by employing the most qualified individuals to teach and support each student in the classroom. The district is assisting our teachers by developing an *Individual Professional Development Plan* to complete the requirements needed to become in-field.

All of our teachers are certified to teach, although some of them are currently out-of-field and are working on additional areas of certification. You have the right to know the professional qualifications of the teachers or paraprofessionals who instruct your child. Federal law allows you to ask for certain information about your child's teachers and requires us to give you this information in a timely manner if you ask for it. If you would like more information, please contact the school at 813-874-2402.

The table below lists teachers who are currently out-of-field.

Sincerely,

Jennifer Cisneros  
Principal

Teacher	Classes Taught Assignment(s)	Assignment Start Date	Certification(s) Held	Out-of-Field Area/Classes
Fernandez, Adrienne	7 <sup>th</sup> Gr. Teacher	August 10, 2023	English 6-12, Math 5-9, Reading Endorsement, ESE K-12, ESOL Endorsement	General Science 5-9
Hill, Theodore	6 <sup>th</sup> Gr. Teacher	August 10, 2023	Social Sciences 6-12	English 6-12

Education

Community

Family



2. The Board is looking to fill two more positions and are collecting resumes for consideration.
3. Officers for the 2023 2024 board were discussed and the board unanimously voted for Dana Dowsett to remain the President, Therese Holmes to remain as Vice President, Katie Tinley to remain as Treasurer, but the Secretary position needs to be filled since Amy is rolling off after tonight's meeting. Brad Abbey said he would take the position and the board approved it unanimously.
4. Dana thanked Amy, Ryan, and Ashley for their service on the Board for the last six years. She also stated that she thinks we should add a compliance board member position to help the Secretary since every year there seems to be law changes and more responsibilities to keep track of. This will be discussed further at our next meeting.

#### IV. TSFC Organizational Update (Joe Sansonetti, CEO)

##### A. Finance & Business: Athletics & Arts Center Building.

Demo should be done by end of July and the perimeter fence should be up. In the month of August will be the permitting phase with building foundation going in sometime in October. The project should be completed by October 2024 and ground breaking should be held on October 7, 2024

##### B. Construction Update:

The Perimeter fence should be installed by the 1<sup>st</sup> day of school and will have a call box and a camera that takes pictures of the license plates. This will allow increased security and we should have better walkways.

##### C. Community Items:

Dr. Natalie resigned as Trinity's Early Childhood Director due to personal reasons. Trinity has hired Dr. Christine Bennett to fill the position. Dr. Bennett is an exceptional leader and educator. She was formerly the Principal at Brooks DeBartolo for 10 years. She started Monday June 26<sup>th</sup>.

##### D. President Emeritus:

Dr O'Dea explained the work she has been doing the last 4 months with the Early Childhood Program. The staff is wonderful but needs leadership. Dr. Christine Bennett will be this leadership moving forward. Dr. O'Dea worked with the 4-5's literacy group and set up a new plan for the Infant Wing.

#### V. Development (Nicole Morgado)

##### A. Capital Campaign:

Nicole reported that the Capital Campaign has raised \$316,600.00 so far which is a wonderful start. The next event will be on Oct 7<sup>th</sup> at the JCC. There will be a live band and food. The committee is working hard on the event and more information will follow.

B. Annual Fund:

The Annual Fund has exceeded our goals and has raised \$120,190.00.

C. The PPA:

The PPA has elected its new officers for the 2023 2024 school year and will be led by President Jennifer Crisifulli, VP Courtney Geoghan, Sec. Sarah Dale, and Treasurer Kalie Alley.

VI. Principal's Report (Jennifer Cisneros, Principal)

A. Faculty Update:

1. 6 new teachers have been hired for the new school year and they are very excited.
2. Jennifer reported that the 4 AP's Holly, Lindsey, Christian, and Gabrielle have been working all Summer to prepare for the 2023 -2024 school year.
3. Jennifer reported the Out of Field Letter to the Board. Teddy Hill, 7<sup>th</sup> grade core is working on his English 6-12 Test. Adrian Fernandez 7<sup>th</sup> grade Science is working on his General Science Test. Amy Pickford made a motion to approve the Out of Field Letter. Lizette Felicione seconded the Motion and the Board approved unanimously.

B. Mental Health Plan

1. The 2023-2024 Mental Health Assistance Allocation Planned Funds and Expenditures Report was submitted to the Dept of Education

VII. Early Childhood Update:

Update given by Dr. O'Dea in President Emeritus section of minutes. New Director Christine Bennett will hopefully give an update at our next meeting.

VIII. Secretary's Report: (Amy Pickford)

Nothing to report at this time.

IX. Disciplinary Committee's Report: (Ashley & Amy)

Both Ashley and Amy roll off the board after tonight's meeting so new board members will have to join this committee for the 2023-2024 school year. Lizette Feliciano agreed to serve on the committee.

X. Treasurer's Report: (Katie Tinley)

The Finance Committee voted and approved the 2023 2024 school budget. CEO Joe Sansonetti went over the 2-year Budget Presentation with the board. There is

a new line for Federal Grant and ESSER funds. Dana Dowsett made a **Motion** to approve the Budget, Therese Holmes seconded the **Motion** and the Board approved it unanimously.

- XI. Parent Involvement Representative: (Yvette Gonzalez)  
A. Families have been very supportive during field studies and have been very respectful while volunteering on campus.  
B. Jen and Angie have been working on team building events for the EC staff. There will be two events held. An end of the year celebration as well as an event at Legends Field.
- XII. Old Business/New Business:  
No old or New business at this time.
- XIII. Public Comment on Agenda or Non-Agenda Items:  
No Public Comments at this time
- XIV. **Motion** was made by Dana Dowsett to adjourn Meeting. **Motion** was seconded by Amy Pickford. Board Meeting adjourned unanimously at 7:39pm.

  
\_\_\_\_\_  
Brad Abbey, Sec. 8/16/2023

  
\_\_\_\_\_  
Dana Dowsett, Pres. 8/16/2023