

Tampa School Development Corporation
Board of Directors
Meeting Agenda | September 8, 2021

- I. Call Meeting to Order
- II. Approve August 2021 Meeting Minutes
- III. TSFC Organizational Update (Joe S.)
 - a. Finance & Business
 - b. Construction
 - c. Community Items
 - d. Regulatory items
 - e. President Emeritus
- IV. Principal's Report (Jen C.)
 - a. K-8 Student Update
 - b. Faculty Update
 - c. Out of Field Instructors
- V. Early Childhood Update (Dr. Natalie)
- VI. Development (Nicole M.)
 - a. Project Management Tool
 - b. PPA Update: Annual Giving Fund
- VII. Secretary's Report (Amy P.)
- VIII. Disciplinary Committee's Report (Ryan L.)
 - a. Designation of committee chair(s)
- IX. Treasurer's Report (Therese H.)
- X. Board President's Report (Ryan L.)
 - a. Board discussion regarding mask wearing
 - b. Board emails & Google Drive reminder
 - c. Resume board recruitment
- 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

Sept. 8, 2021

- I. Meeting Called to order by President, Ryan Luzod, at 6:04pm (Meeting held by Zoom teleconferencing due to COVID-19) quorum confirmed.

Members Present: Ryan Luzod, Pres.
Dana Dowsett, VP
Therese Holmes, Tres.
Amy Pickford, Sec.
Dr. Joe Daum
Katie Tinley

Members Absent: Celeste Greco
Ashley Valdes

School Representatives Present: Dr. Madeline O’Dea, President Emeritus
Joe Sansonetti, CEO
Jennifer Cisneros, Principal
Nicole Morgado, Dir. Business & Communications
Dr. Natalie Todet, EC Director
Yvette Gonzalez, Parent Liaison

Guests: None

- II. Approve August 11, 2021 Meeting Minutes:
A **Motion** was made by Therese Holmes to approve the August 11, 2021 Meeting Minutes. **Motion** was seconded by Dana Dowsett and approved by the Board unanimously.
- III. TSFC Organizational Update (CEO Joe Sansonetti):
- a. Finance & Business: Joe reported that again we are dealing with COVID-19 challenges. On August 27, 2021 Circuit Court Judge John Cooper issued a ruling of which Trinity School Administration sent a community email acknowledging the ruling that same day. On September 4, 2021 Trinity School Administration released an updated Mask Policy and communicated to the school community via email.
 - b. The Delato Group has submitted 3 versions of the Administration office remodel for review and approval.
 - c. We are still waiting for the outcome of the Employee Retention Credit and PPP tax credits.

- d. President Emeritus: Dr. O'Dea, reported that she is doing a lot of writing and is currently working on Professional Development for all grade levels.

IV. Principal's Report (Jennifer Cisneros):

- a. K-8 Student Update:
 - 1. Jennifer reported that she has been dealing with a lot of families and emails over the mask issue which has consumed way too much of her time. She has addressed those issues and has turned her focus back on the education of Trinity's children where they belong.
 - 2. A new Science Curriculum has been rolled out and the students are excited.
 - 3. The planning for Field Studies are in motion and everyone is very excited about participating again in this very important part of our curriculum.
 - 4. Trinity is very excited about having a high school night for our upper school kids. It will be held on Oct 7th.
 - 5. Trinity will be participating in "Building Thanks" this year and all proceeds will be donated to a Haiti recovery campaign. The committee has already started working on this which will take place in November.
 - 6. Trinity Families are once again participating in service projects and parent volunteers are once again on campus.
- b. Faculty Update: Jennifer reported that the Faculty is doing well despite ongoing COVID-19 matters.

V. Early Childhood Update: (Dr. Natalie Todet)

- a. Dr. Natalie reported that everything is going well.
- b. EC will be taking part again this year in a Story Book Parade which will be held on Oct. 29th at the EC building.
- c. The EC Children will be participating in a Winter Show.

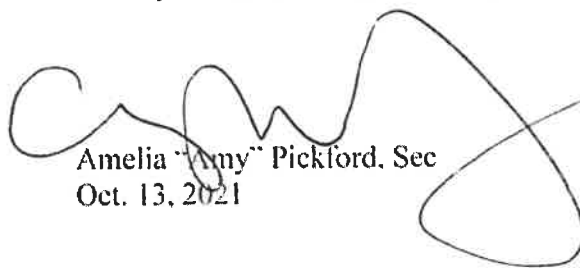
VI. Development (Nicole Morgado):

- a. Trinity has been onboarding to Hub Spot, Our Customer Relations Management Tool (CRM). Data gathering and input has been initiated.
- b. Asana, Trinity's new Project Management Tool, is working well with all the event planning.
- c. Work has begun on Trinity's Fall Publication. The release deadline is before Thanksgiving Break.
- d. PPA Update:
 - 1. Annual Giving fund has collected \$82,000 not including projected payment plans and company matches.
 - 2. Secret Santa Workshop has been approved by the PPA and will be held again for this school year.

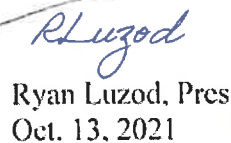
VII. Secretary's Report (Amy Pickford):

Nothing to report at this time.

- VIII. Disciplinary Committee's Report:
Nothing to report at this time
- IX. Treasurer's Report (Therese Holmes):
- a. Therese reported that work will begin soon on the Administration office remodel and will hopefully be complete by Feb 2022.
 - b. After care enrollment is up significantly.
 - c. Next Finance meeting will be Sept. 30th.
- X. Board President Report (R. Luzod)
- a. Ryan reported to the board several emails he has received from parents in reference to mask wearing. As a board, we discussed and addressed the matter with Trinity School Administration: additionally, administration and the board are awaiting the judge's ruling on several items as it relates to mask wearing. Once ruling is made Administration and the board will respond accordingly.
 - b. Ryan reminded all Board Members to set up their Google drive emails. If any questions please reach out to Josh in IT.
 - c. The Executive Board has resumed Board recruitment and is actively searching for new Candidates. We would like to get new candidates with Legal, Financial, or Construction Management backgrounds.
- XI. Parental Involvement Representative (Yvette Gonzalez):
Yvette reported that the new bathroom has been completed in the EC building. EC Staff is thrilled to be working on their upcoming Story Book Parade.
- XII. No Old or New Business at this time
- XIII. No Public Comment on Agenda or Non-Agenda Item at this time
- XIV. Ryan Luzod made a **Motion** to adjourn meeting at 7:21 pm. **Motion** was seconded by Amy Pickford and approved by the Board unanimously.



Amelia "Amy" Pickford, Sec
Oct. 13, 2021



R. Luzod
Ryan Luzod, Pres
Oct. 13, 2021