

Tampa School Development Corporation
Board of Directors
Meeting Minutes

August 23, 2017

The Tampa School Development Corporation Board of Directors had a joint meeting with the PPA. Dr. Odea welcomed everyone and discussed the Town Hall meeting, noting its importance because of the school's growth to over 1000 children and the need to communicate and preserve our mission and distinctive program. Tampa School Development Corporation Board President, Joe George, thanked everyone attending for being invested in the school and introduced the board members present. Teresa Holmes, PPA President welcomed everyone and introduced each member of the PPA board, their position, and years of service. She explained the PPA's purpose and how they go about their work. She explained that the first fundraiser was underway. She discussed the open house, the great turnout, and the new families interested in being a part of the PPA. The Tampa School Development Corporation Board of Directors and Dr. Odea then excused themselves from the PPA Meeting and moved to the main office for their scheduled monthly board meeting. The PPA continued their meeting in the Library.

I. Meeting called to order by President, Joe George, at 6:23pm at 2402 W. Osborne Ave, Tampa, FL

Members Present: Joe George, Pres.
Marina Choundas, VP
Marianne Touger, Treas.
Amelia (Amy) Pickford, Sec.
Norma Tempest
Celeste Greco
Anthony Prieto
Bryant Johnson
Ashley Valdes
Ryan Luzod

Members Absent: Jennifer Pecora

School Representatives Present: Dr. Madelyn O'Dea, Founder, CEO, Principal
Jennifer Cisneros
Sonia Spoto

II. Approve June 21, 2017 meeting minutes:

Minor corrections were needed and were made. Motion was made by Norma Tempest to approve the minutes as corrected. Motion was seconded by Anthony Prieto, approved unanimously.

III. Principal/CEO Report: (Dr. O'Dea):

1. Dr. O'Dea reported that the school had a successful opening of the school year, and the staff has been working hard, doing a great job both getting ready for the school year and also continuing to do so now that the school year has begun.
2. There is a large number of new families and new students, and the goal has been to have a successful transition to Trinity's curriculum and culture.
3. Town Hall meeting is scheduled for 6:30pm Sept. 19th at the Church next to the Upper School. The staff is working hard on the presentation
4. Upper School renovations were completed with new paint, lockers, floors, furniture, and A/C units. Greco Hall's interior has been repainted. The Parking Lot has been resurfaced and new parking signs have been placed. Crossing guards have been put in place for pickup and drop off.
5. Playground updates were discussed as well as construction of the theater, for which the school is in the planning stages.

6. Sonia Spoto and Jennifer Cisneros spoke about changes to the Upper School, including electives and bells.
7. Work on the website started in July and is anticipated to be completed by mid-October.
8. Dr. O'Dea will keep the Board informed as to discussions with the City Parks Dept. about use and maintenance of Wellswood Park.
9. Chris Anzalone and the 8th Grade High School team are working to put together the pamphlet for the Oct. 3rd High School night.

IV. Secretary's Report:

Secretary Amy Pickford informed the board that she would be sending out Conflict Of Interest and Board Pledge forms to each board member to sign and return at the next board meeting.

V. Disciplinary Committee Report:

1. Board Member Bryant Johnson updated the board on the outcome of a recent Disciplinary Committee meeting with two Trinity families, and the board discussed the details of the incidents.
2. The Disciplinary Committee is in the process of reviewing and streamlining its procedures.

VI. Treasurer's Report:

Treasurer Marianne Touger informed the board that Prida Guida & Company is working on the financial audit, which is due to the district by September 30th. She advised the board of financial items reviewed by the Finance Committee. The next Financial Committee meeting will be held on August 31st.

VII. School Board President Report:

President Joe George thanked the School Board Members who volunteered to work the Meet and Greet. A priority this year will be to work on alternative means of fundraising. The faculty has elected a Teacher Representative, Matt Healy, who is one of Trinity's fourth grade teachers. Matt will represent the faculty at future board meetings for the 2017-2018 school year.

VIII. PPA Report:

Trinity's PPA gave their report during joint meeting with School Board earlier tonight. The Board discussed ideas to augment Annual Fund contributions and increase participation.

IX. Old Business/New Business:

No old business at this time. No new business at this time.

X. Public Comment on Agenda or Non Agenda Items:

No Public Comment at this meeting

XI. Adjourn Meeting:

Motion was made by Anthony Prieto to adjourn Meeting. Motion was seconded by Marianne Touger. Board Meeting adjourned unanimously at 8:00pm.



Amelia "Amy" Pickford, Sec. 10/18/17

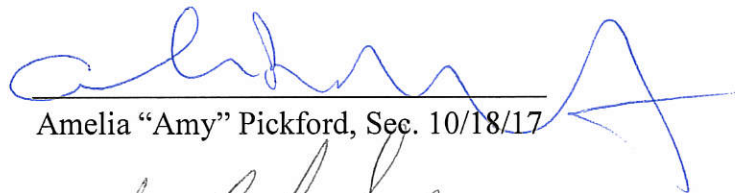


Joe George "Geogymon, Pres. 10/18/17

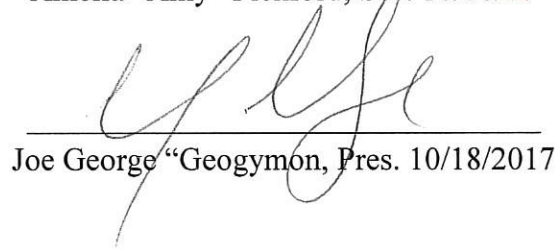
Tampa School Development Corporation
Board of Directors
Meeting Minutes

September 2017

Meeting canceled due to Hurricane Irma



Amelia "Amy" Pickford, Sec. 10/18/17



Joe George "Geogymon, Pres. 10/18/2017

Tampa School Development Corporation
Board of Directors
Meeting Minutes

October 18, 2017

I. Meeting called to order by President, Joe George, at 6:07pm at 2402 W. Osborne Ave, Tampa, FL

Members Present:	Joe George, Pres.	Members Absent:
	Marina Choundas, VP	
	Marianne Touger, Tres.	
	Amelia (Amy) Pickford, Sec.	
	Norma Tempest	
	Celeste Greco	
	Anthony Prieto	
	Bryant Johnson	
	Ashley Valdes	
	Ryan Luzod	
	Jennifer Pecora	
	Angie Morton, PPA Rep.	
	Matthew Healey, Teacher Rep.	

School Representatives Present: Dr. Madelyn O’Dea, Founder, CEO, Principal
Jennifer Cisneros
Sonia Spoto
Nicole Morgado
Dawn Babis

II. Approve August 23, 2017 meeting minutes:

Motion was made by Anthony Prieto to approve the August 23, 2017 meeting minutes. Motion was seconded by Ryan Luzod, approved unanimously.

III. Principal/CEO Report: (Dr. O’Dea):

1. Out of Field letter:

- a. Out of Field Letter has been posted and was presented to the board for approval. Nomination was made by Norma Tempest to approve the out of field letter. Motion was seconded by Anthony Prieto and approved unanimously.

2. “A Money” Approval:

- a. Trinity was an A rated school and because of that A rating monies were allocated for the teachers. They must vote and decide how that money is split. This was done and presented to the board for approval. Brian Johnson made a motion to approve the A money form. The motion was seconded by Ryan Luzod, approved unanimously.

3. Mid-term review audit:
 - a. The Charter School Office notified us of a Mid Term Review Audit. The school is ready and set up for that visit.
4. EC Director update:
 - a. The former EC Director Carrie Jerger stepped down due to a change of life event. She is back in the classroom as a teacher. Dr. O'Dea is overseeing that program for now until a replacement is found.
 - b. Dr. O'Dea is happy with the staff and is working through any organizational issues.
 - c. Currently EC has 181 contracts, 171 kids currently in place and are waiting for the other 10 to come in to the program.
5. Other Updates:
 - a. Michelle Perez is back on a part time basis. The 1st tour was scheduled for October 11 which was full. We will continue to have a tour every month until January. Letters of intent will go out in December.
 - b. K through 8 has 60 more kids this year.
6. Events:
 - a. Trinity is having the Storybook parade again this year at 8:30 am.
 - b. Trinity will be having a Festival of Arts this year. There will be an art exhibit showing the children's work which will be able to be purchased for a donation. The EC will be performing/dancing.
 - c. The Winter Show/Musical will be in January at the Tampa Theater.
 - d. The Puerto Rico Imitative has been started by a Trinity Family. Instead of our can food drive this year our families will be asked to take part in making up boxes for a family, an elderly person, or an infant. A list will be provided of what to purchase and place in the boxes. These boxes will be put on a truck at Trinity on November 17th and then taken to the airport to be flown to Puerto Rico and distributed to the families most in need.
7. Disciplinary Referral:
 - a. Dawn Babis reported to the board on a disciplinary issue that she needs for the Disciplinary Committee to attend to ASAP. It involved two students in aftercare and their families. She is now ready to meet with the committee to refer for disciplinary action. The committee set a date with Dawn Babis for Tuesday October 24th and will set appointments with both families for Friday October 27th.

IV. Secretary's Report: (Amy Pickford)

1. Conflict of Interest Forms and Board Pledges were distributed and every member completed them and turned them in by end of meeting.

V. Disciplinary Committee Report: (Bryant Johnson)

1. Committee will meet with Dawn Babis and staff in regards to the disciplinary referral. Meeting was set.
2. Committee spoke about putting processes in order for better efficiency.
3. Nicole Morgado asked the Committee Chairs to come to the next Staff Meeting to discuss the processes so that they know how to handle situations and how to send referrals. The committee agreed to attend the next Staff Meeting.

VI. Treasurer's Report: (Marianne Touger)

1. The Finance Committee met in late September and at that time the Audit was in its final stages. Since then the Audit has been completed. Trinity has submitted it and it will be presented at our next board meeting. The Audit was clean.

2. Capital Outlay funds have decreased significantly.
3. Millage is supposed to replace the decrease in Capital Outlay but due to a law suit that the Districts have filed against the state we will not see any millage funds.
4. The Annual Giving Fund is down from last year's amount and the PPA is giving a final push to hopefully get us to our budgeted amount.
5. A fact finding meeting will be held to discuss the 501 C3.

VII. School Board President Report: (Joe George)

1. The Executive Board is working on a rubric for the CFO review process.
2. All of our Governance Training Certifications are now complete and have been sent to the district so that we are in compliance.
3. President Joe George has asked Dr. O'Dea for a flow chart of the administration for the school board. Nicole Morgado stated that they have one and she would forward it to the board.
4. Newly appointed Teacher Representative Matt Healey was introduced to the board.

VIII. PPA Report: (Angie Morton)

1. Magazine drive raised \$25,957.54 with regular and on line sales. This was an increase from last year and they are very happy with the numbers.
2. The PPA is happy to report that parent Frank Tapia donated a sign for the lower school building for the PPA's use.
3. Other upcoming Fundraiser:
 - b. Strawberry Sales: selling flats of Strawberry from Wish Farms \$20 a flat the school gets to keep \$8.00 of each flat sold. Orders will be taken Nov. through January and flats will be delivered in February.
 - c. Buc's ticket sales as a fundraiser.
 - d. Restaurant fundraisers have started at Anthony's Coal Fire Pizza we raised \$250 which is 20% of the food and beverage purchased by our families on the selected night. We will continue these in December at Chic Fil a, January at Chipotle, February at Chilies, March Yogurtology, and then Ducky's to be determined.
 - e. Continuing used uniform sales and especially with cooler weather coming we should do well.
 - f. The yearly Gala will be held on April 7th at the Tampa Garden Club with a Master's Theme. The committee is already hard at work and paperwork will go out early November for Sponsorship opportunities.
 - g. Box tops are still being collected throughout the school year.

IX. Teacher Representative Report: (Matt Healey)

1. Despite the challenges with the disruption of Hurricane Irma the teachers are still pushing forward and staying motivated and are preparing for Conference week coming up. Each grade level held a parent workshop which was very beneficial. Staff expressed the importance of our core values and accommodations.
2. The 4th grade team and students have moved into their new building and everyone is very happy.
3. Staff is feeling the pressure with managing the ESC Services and all the accommodations. They are working hard to see how they can increase support to keep our standards high moving forward.

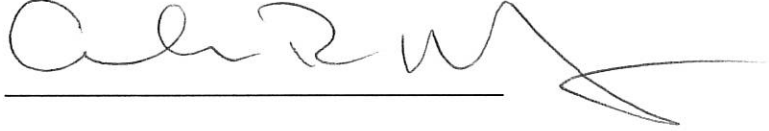
X. Old Business:

No old business brought up at this time.

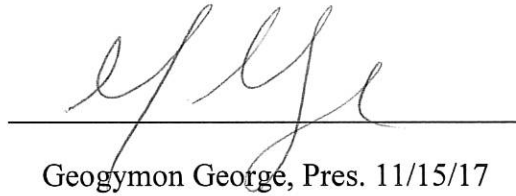
XI. New Business:
No new business brought up at this time.

XII. Public Comment on Agenda or Non Agenda Items:
No Public Comment at this meeting

XIII. Adjourn Meeting:
Motion was made by Anthony Prieto to adjourn Meeting. Motion was seconded by Marianne Touger.
Board Meeting adjourned unanimously at 7:58pm.



Amelia "Amy" Pickford, Sec. 11/15/17



Geogymon George, Pres. 11/15/17

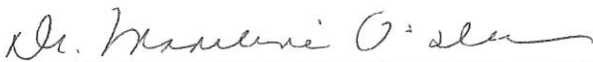
2017-2018

DESIGNATION OF PRINCIPAL

With respect to Section 1002.33(p)(3) of the Florida Statutes, the undersigned hereby names each of the following individuals as authorized designees.

JENNIFER CISNEROS

SONIA SPOTO



Dr. Madeline O'Dea

2017-2018

DESIGNATION OF PARENT REPRESENTATIVE

With respect to Section 1002.33(p)(3) of the Florida Statutes, the undersigned hereby names the following individuals as authorized designees.

NICOLE MORGADO



Yvette Gonzalez



October 2, 2017

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 and/or highly qualified.

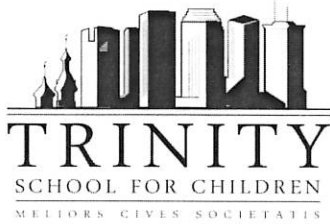
All of our teachers are certified to teach, although some of them are currently out-of-field and are working on additional areas of certification. You have the right to know the professional qualifications of the teachers or paraprofessionals who instruct your child. Federal law allows you to ask for 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 and/or not highly qualified (HQ).

Sincerely,

Dr. Madeline O'Dea

Teacher	Classes Taught Assignment(s)	Assignment Start Date	Certification(s) Held	Out-of-Field Area/Classes
Arena, Richard	5 th Gr. Teacher	August 1, 2017	Elementary K-6, English 5-9	ESOL Endorsement
Avery, Sarah	2 nd Gr. Teacher	August 1, 2017	Elementary K-6	ESOL Endorsement
Beal, Lindsey	7 th Gr. Teacher	August 1, 2017	Social Science 6-12, English 5-9	ESOL Endorsement
Doyle, Cleopatra	Art Teacher	August 1, 2017	Emotionally Handicapped K-12, ESE K-12, SLD K-12, ESOL	Art K-12
Hess, Jennifer	1 st Gr. Teacher	August 1, 2017	Elementary K-6	ESOL Endorsement
Hess, Ryan	4 th Gr. Teacher	August 1, 2017	Elementary K-6	ESOL Endorsement
McLoughlin, John "Jack"	7 th Gr. Teacher	August 1, 2017	Social Science 6-12, ESOL	English 6-12
Strzelecki, Ryan	Gifted Teacher	August 1, 2017	Elementary Education K-6, ESOL	Gifted K-12
Tatum, Jordan	6 th Gr. Teacher	August 1, 2017	Social Studies 5-9 English 5-9	ESOL Endorsement



2016-2017 School Recognition (A+) Funds

Directions: Complete both Form 1 and Form 2. Submit Forms 1 and 2 along with a copy of your ballot (with the winning plan clearly indicated) DIGITALLY (PDF to the Office of School Improvement (schoolimprovementplans in IDEAS)).

School Name: Trinity School for Children

Date: October 10, 2017

List the Members (along with their title) of the members who generated/identified potential A+ Funds plans.

Hollie Collins, Classroom Teacher; Dr. Madeline O'Dea, Founder/CEO/Principal; Joseph Sansonetti, CFO/IT Director; Nicole Morgado, Dir. of Communications/Business; Chris Anzalone, Assistant Principal of Curriculum & Assessment

Revenue Section

Total Florida School Recognition Program Revenue for school	If known, put dollar amount. \$
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Expenditures Section

Directions: If you know the exact dollar amount of the award, complete column 1. If you do **not** know the amount of the award, complete column 2.

	Column 1	Column 2
	List \$ amount if known.	List percentage of \$ to go to each category
1. Staff Bonus Payments (Attach Form 2)		100%
2. Equipment Purchases		
3. Material Purchases		
4. Temporary Staff Employment to Support School Improvement		
Total Amount of Proposed Expenditures (Lines 1-4) <i>This dollar amount in column 1 should be the same as they award amount listed in the Revenue Section.</i>		100%

The bonus money should be calculated to expend an amount as close as possible to the total revenue. However, should revenue remain after the distribution, the school will use the money for materials and supplies that support the SIP.

Yes No

Signing this form indicates that the school has followed the required A+ Funds plans voting process outlined in the current *Guidelines for School Improvement*. Both the staff and SAC approved the plan by 50% plus 1 of those who cast votes at the advertised meeting and voted.

Principal

Print Name Dr. Madeline O'Dea	Signature
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Board of Directors President

Print Name Geogymon George	Signature
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Print Name Joseph Sansonetti	Signature
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To this form, attach a copy of your ballot with the outcome of the vote recorded on the ballot.

Trinity School for Children
2016-2017 Projected Staff Bonus Distribution of Revenue Form 2

Share Category	Projected Number of Stakeholders in Category	List Name and/or Describe Category Group
		<i>(Example: Full Time Classroom Teachers, Full Time Instructional Staff without Rosters, Part Time/Itinerant Instructional Staff, Administration, Office Staff, Aides, Assistant Teachers, Para-Professionals, Cafeteria Staff, Custodians, Bus Drivers, Nurse, Nurse Assistant, ELP Teachers, Cafeteria Aides, Bus Aides, etc.)</i>
Full Share = 100%	58	All full-time faculty and staff
9/10 of a Share = 90%		
8/10 of a Share = 80%		
7/10 of a Share = 70%		
6/10 of a Share = 60%		
5/10 of a Share = 50%		
4/10 of a Share = 40%		
3/10 of a Share = 30%		
2/10 of a Share = 20%		
1/10 of a Share = 10%		
3/4 of a Share		
1/2 of a Share		
1/4 of a Share		
Flat Fee of _____		
Flat Fee of _____		
Flat Fee of _____		
Flat Fee of _____		
Flat Fee of _____		
Other – Explain		
Other – Explain		
Other – Explain		
Other – Explain		

Tampa School Development Corporation
Board of Directors
Meeting Minutes

November 15, 2017

I. Meeting called to order by President, Joe George, at 6:09pm at 2402 W. Osborne Ave, Tampa, FL

Members Present:	Joe George, Pres.	Members Absent:	Norma Tempest
	Marina Choundas, VP		Anthony Prieto
	Marianne Touger, Tres.		Bryant Johnson
	Amelia (Amy) Pickford, Sec.		Ashley Valdes
	Celeste Greco		Angie Morton, PPA Rep
	Ryan Luzod		Jennifer Lockler, PPA Rep.
	Jennifer Pecora		
	Matthew Healey, Teacher Rep.		

School Representatives Present: Dr. Madelyn O'Dea, Founder, CEO, Principal
Joe Sansonetti CFO
Jennifer Cisneros
Sonia Spoto
Nicole Morgado

II. Approve October 18th, 2017 meeting minutes:

1. Motion was made by Celeste Greco to approve the October 18th, 2017 meeting minutes. Motion was seconded by Ryan Luzod, and approved by the Board unanimously.

III. Principal/CEO Report: (Dr. O'Dea):

1. Review of Audit
 - a. George Guida and Chris Trappy from the firm Prida, Guida, and Perez, PA. Presented the audit to the board.
 - b. Chris Trappy went over the Audit and discussed it with the board. It was a clean audit and he was very impressed with where we are and where we came from in our years using their firm for our Audits.
 - c. A motion was made by Celeste Greco to approve the Audit; motion was seconded by Jennifer Pecora, approved unanimously.
2. County Site Visit: IRS Form 990:
 - a. The county's Mid Term Review was completed.
 - b. The IRS Form 990, previously reviewed by the Board was signed by Dr. O'Dea and submitted.

3. Security Seminole Heights:
 - a. Trinity has been confined to our campus for security reasons due to the districts lock downs in association with the Seminole Heights murders.
 - b. Monday Dr. O'Dea held a meeting with the Physical Education Department and the decision was made to start going back to Wellswood for PE.
4. Out Of Field Letter:
 - a. The Out of field letter was presented by Jennifer Cisneros
 - b. A motion was made by Celeste Greco to approve the out of field letter, motion was seconded by Jennifer Pecora, motion passed unanimously.
5. Disciplinary Committee Processes:
 - a. The Disciplinary Committee is working on setting up a Referral Process for Disciplinary Actions. We are going back to a form that will be filled out to send to the Disciplinary Committee to start the process. We are looking into past forms and will be editing for use moving forward.
 - b. Trinity will be looking into getting the policies that are outlined in the school's handbook out to the public through email etc.

IV. Secretary's Report: (Amy Pickford)
Nothing to report at this time

V. Disciplinary Committee Report: (Jennifer Pecora)
Nothing to report at this time.

VI. Treasurer's Report: (Marianne Touger)

1. Marianne reported that the Finance Committee is trying to make a decision on the accounting software. They are looking at outside vendors for information they are expected to make a decision by Dec. 2017.

VII. School Board President Report: (Joe George)
Nothing to Report at this time

VIII. PPA Report:

1. The PPA is coming in short of their Goals for Fundraising but are moving forward and continuing to be optimistic.
2. The PPA is looking into adding some additional fundraisers to hopefully make up some of the shortfall.
3. The Book Fair just wrapped up and went very well exceeding last year's numbers
4. The Community Service Project to help Puerto Rico's residents hit hard by hurricane Maria went very well. Trinity was able to send 523 completed family boxes. This is an amazing number considering only 20% of our Trinity Families participated. .

IX. Teacher Representative Report: (Matt Healey)

1. Everyone enjoyed the Veteran's Day Assembly which went very well.
2. St Augustine Field study had great participation a third bus had to be ordered to accommodate all the students and chaperones.
3. With all the media attention about the teachers in the district not receiving the raises they were promised in their contracts, Trinity's teachers are very grateful that it was in the budget for them to receive their step raises as promised.

4. Staff appreciates the Board and their Disciplinary Committee for the work they do.
5. Teachers have been hard at work doing the narratives for each student that go along with the report card. This is a very important part of assessments because it looks at the social emotional aspect of learning along with academics.

X. Old Business:

No old business brought up at this time.

XI. New Business:

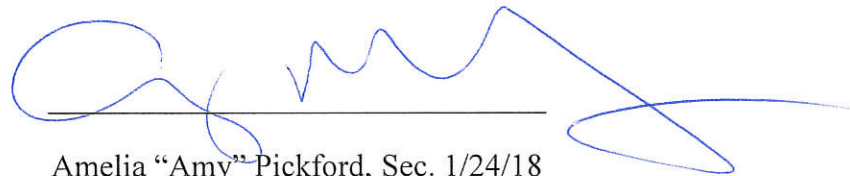
No new business brought up at this time.

XII. Public Comment on Agenda or Non Agenda Items:

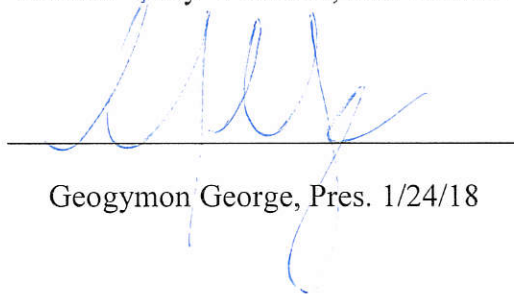
No Public Comment at this meeting

XIII. Adjourn Meeting:

1. Motion was made by Marianne Touger to adjourn Meeting. Motion was seconded by Jennifer Pecora. Board Meeting adjourned unanimously at 8:13pm.



Amelia "Amy" Pickford, Sec. 1/24/18



Geogymon George, Pres. 1/24/18

Tampa School Development Corporation
Board of Directors
Meeting Minutes

January 24, 2018

I. Meeting called to order by President, Joe George, at 6:05pm at 2402 W. Osborne Ave, Tampa, FL

Members Present: Joe George, Pres. Members Absent: Jennifer Pecora
Marina Choundas, VP
Marianne Touger, Tres.
Amelia (Amy) Pickford, Sec.
Celeste Greco
Norma Tempest
Anthony Prieto
Bryant Johnson
Ryan Luzod
Ashley Valdes
Jennifer Lockler, PPA Rep.
Matthew Healey, Teacher Rep.

School Representatives Present: Dr. Madelyn O’Dea, Founder, CEO, Principal
Jennifer Cisneros
Sonia Spoto
Nicole Morgado

II. Motion was made by Anthony Prieto to approve the November 15th, 2017 meeting minutes. Motion was seconded by Norman Tempest, and approved by the Board unanimously.

III. Skipped on Agenda to Jennifer Lockler, PPA Rep. for PPA Report:

1. Annual Giving Fund total to date is \$69,029.44
2. Secret Santa made \$6,984.54
3. Strawberry Fundraiser made \$2600.00
4. The Focus now is on our Gala. Sponsorships are coming in. We have 3 of the top level sponsorships at this time. Families are being encouraged to get together and purchase tables. Jennifer encouraged our board members to reach out to their contacts to bring in Sponsorships and donations for the auction especially golf items since our theme is the Masters. She asked the board to reach out to people for used golf balls and clubs in good condition for decorations.
5. Jennifer left the meeting to attend the Trinity Chipotle fundraiser.

IV. Principal/CEO Report: (Dr. O’Dea)

1. Dr. O’Dea reported that the “A” money was distributed to the teachers as per the teacher vote. CFO Joe Sansonetti asked Dr. O’Dea to inform us that some tweaks need to be made with our

budget. Millage money has been renamed to Local Capital Improvement Money. This was the money that was going to replace the Capital Outlay Fund. (Bricks and Mortar money). We have received our portion of this money which totaled approximately \$21,000.00. This is about the same amount of money we would have received in Capital Outlay Funds so the change is neutral from a budget stand point.

2. Trinity hired a public relations firm, Tucker Hall, to handle media and press relations in connection with the Seminole Heights murders. The Board discussed the school's response to related inquiries and news crews on campus. Tucker Hall has been assisting administration with it's messaging to the school community and to the media. The school community has been helpful and supportive.
3. The Board discussed a recent incident in which a homeless man came onto the campus during a school day. He was apprehended quickly by one of our coaches, and administration has been reviewing safety procedures in light of the incident. Administration is also in the process of evaluating new locks and a coded security system for the campus and will report more details in upcoming Board meetings.
4. A new accounting software has been evaluated and the administration is ready to proceed. We expect to have a more user-friendly, streamlined financial payments platform, and to save substantially on credit card processing fees with the new software.
5. The Board has given CFO Joe Sansonetti approval to sign our Sunbiz corporation forms.
6. We are on track with our new website. A professional service has been hired to do our Spanish translation piece. Once that is complete we should be ready to test for roll out. VP Marina Choundas asked if the Hand book was being translated as well. Nicole Morgado said she would check to make sure.

V. Teacher Representative Report: (Matt Healey)

1. Winter Show went very well. Ms. Heather did a great job as always. 3rd and 4th grade will be performing the musical Lion King in May
2. Level 3 interns from UT will be coming Friday for their tour. The UT partnership is really strong this year. The intern program is very hands on at Trinity so they get very excited about being here.
3. Graduation is May 22nd for any Board members who want to attend.

VI. Secretary's Report: (Amy Pickford)
Nothing to report at this time

VII. Disciplinary Committee Report: (Bryant Johnson)

1. Bryant reported that the committee is still working on outlining the Disciplinary Procedures.
2. President Joe George called for a meeting of the Disciplinary Committee to finalize the Disciplinary Procedures document.
3. Nicole Morgado stated that the school has several disciplinary issues to refer to the committee so administration will be sending those to the committee this week. The Board discussed that the school's incident forms can be used for a written warning issued directly by administration to the family involved or for administration to make a referral to the Disciplinary Committee for the committee to handle.

VIII. Treasurer's Report: (Marianne Touger)

Marianne reported that the Finance Committee is meeting tomorrow 1/25/18. She will have a report at our next meeting.

- IX. School Board President Report: (Joe George)
President Joe George discussed recruiting for new Board Members. We have several Board members terming out at the end of this term and he wants the board to be searching for some good candidates for us to look at to fill these openings.
- X. Old Business:
No old business brought up at this time.
- XI. New Business:
No new business brought up at this time.
- XII. Public Comment on Agenda or Non Agenda Items:
No Public Comment at this meeting
- XIII. Motion was made by Anthony Prieto to adjourn Meeting. Motion was seconded by Bryant Johnson.
Board Meeting adjourned unanimously at 7:04pm.



Amelia "Amy" Pickford, Sec. 4/11/18



Geogymon George, Pres. 4/11/18

Tampa School Development Corporation
Board of Directors
Meeting Minutes

February 21, 2018

I. Meeting called to order by President, Joe George, at 6:09pm at 2402 W. Osborne Ave, Tampa, FL

Members Present:	Joe George, Pres.	Members Absent:	Marianne Touger, Tres.
	Marina Choundas, VP		Norma Tempest
	Amelia (Amy) Pickford, Sec.		Anthony Prieto
	Celeste Greco		Jennifer Lockler, PPA Rep.
	Bryant Johnson		Matthew Healey, Teacher Rep
	Jennifer Pecora		
	Ryan Luzod		
	Ashley Valdes		

School Representatives Present: Dr. Madelyn O'Dea, Founder, CEO, Principal
Nicole Morgado

II. January 24th meeting draft minutes need to be reviewed and corrected, Board Secretary, Amy Pickford will have them available for approval at the next board meeting.

III. Principal/CEO Report: (Dr. O'Dea)

1. In response to the recent school shootings our safety plan in place was re-evaluated and updates were made. Active Shooter Training has been added and administration has been very responsive. The training has already taken place for the Early Childhood group and is in the process of being scheduled for the upper school. Things are changing on a regular basis and our safety plan will be under continual evaluation.
2. Dr. O'Dea updated the board on the new locking systems for the school. Three different lock systems are being tested at this time. It is being done in phases. There will be a passcode for the overall system so emergency responders can have access to the buildings in case of an emergency. More updates will be given at our next meeting.
3. Digital Walkie-Talkies have been procured through connections with a Trinity family and will be arriving soon.
4. Nicole Morgado reported that the new website is really close to being rolled out. The Spanish translation was completed and one of our native Spanish speaking faculty members, Ms. Anna, is doing a last proofing. Several board members asked about push notifications apps to use in case of emergencies, etc. Those additions would result in additional costs, and the school will look into the costs involved.
5. Dr. O'Dea reminded the board that next year will be Trinity's 20th Anniversary. The planning of a week full of events is in the talking stages.

6. One of Trinity's special projects is starting in March and finishing this summer. This is a landscaping project to make more space for the outside theater project that's slotted for opening on Dec 2nd of next year. Dec. 2nd was chosen because it is the birthday of Mandi, a former student whose memory will be commemorated with the theater design and project.
7. Dr. O'Dea reported to the board that she met with City Councilman Mike Suarez and the new Parks and Recreation representative to discuss the Wellswood Ball Park and the possibility of a future partnership. Dr. O'Dea will keep us informed of any updates. Her priority is making sure the park is safe for our children.

IV. Secretary's Report: (Amy Pickford)
Nothing to report at this time

V. Disciplinary Committee Report: (Bryant Johnson)

1. The disciplinary committee met with the family referred for parking, pickup, and drop off procedure violations. The family admitted the violations, said they were aware of the rules, and assured the committee that they would not violate them again. The committee gave them a written warning.
2. The Disciplinary Procedures were finalized, sent to the school for review, and put in the Disciplinary Committee Binder.
3. The Disciplinary Committee will be attending the next staff meeting to explain procedures and answer any questions that the staff has.

VI. Treasurer's Report: (R. Luzod)

1. Ryan discussed the beta testing of the 3 different locking systems for our school. Once the right system is decided on it will be installed and ready by next school year.
2. The finance committee will get back to us later on the minor changes that are needed on the budget.
3. The new accounting software program is in place and came within our budget. It integrates the school's financial data and is very user friendly.
4. The small petty cash account that we held at Regions Bank has been closed and monies have been moved to our account at Bank of Tampa.

VII. School Board President Report: (Joe George)

1. Board Binders were given out to each member of the board. Our Secretary will create additional binders for new members to be given upon joining the board.
2. Joe George asked each board member to bring in 2 names each for possible recruitment to the board. He reminded the board that a few current members' terms will expire in June.
3. Joe George stated he is moving forward with the Foundation development. He asked the board to remember when looking for recruits that we will need members for the Foundation as well
4. The Board will be working to schedule evaluations for Dr. O'Dea and Joe Sansonetti.

VIII. PPA Report: Jennifer Lockler was not able to attend the meeting so Nicole Morgado gave an update to the board.

1. The Gala Committee has been working very hard on preparations for this year's event. The committee would like to get the Board's help with auction items and donations to complete raffle baskets.
2. We have had a great response to Table sponsors.

- IX. Faculty Report (M Healy). Matt Healy was unable to attend the meeting Dr. O’Dea gave Update
1. Staff is getting ready for testing.
- X. Old Business:
No old business brought up at this time.
- XI. New Business:
1. Board Member Celeste Greco asked the board members to continue to support the Gala with donations for the Auction and selling tickets or tables.
- XII. Public Comment on Agenda or Non Agenda Items:
No Public Comment at this meeting
- XIII. Motion was made by Bryant Johnson to adjourn Meeting. Motion was seconded by Ryan Luzod.
Board Meeting adjourned unanimously at 7:36pm.



Amelia “Amy” Pickford, Sec. 4/11/18

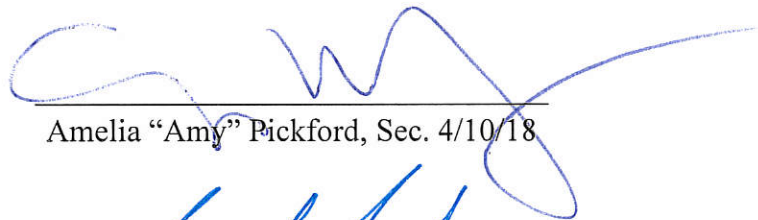


Geogymon George, Pres. 4/11/18

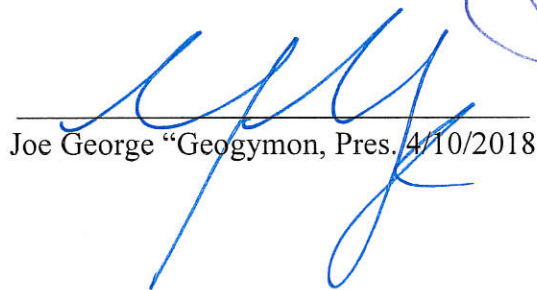
Tampa School Development Corporation
Board of Directors
Meeting Minutes

March 21, 2018

Meeting canceled. Notification was given
on web page and posted at both Trinity
campuses two weeks prior to meeting
date



Amelia "Amy" Pickford, Sec. 4/10/18



Joe George "Geogymon, Pres. 4/10/2018



2018 - 2019 K-8th School Calendar

Students' First Day of School.....	August 13, 2018
Labor Day / No School.....	September 3, 2018
End of 1 st Quarter.....	October 12, 2018
Fall Break / No School.....	November 19-23, 2018
Students Return to School.....	November 26, 2018
End of 2 nd Quarter	December 20, 2018
Winter Break / No School.....	December 24-January 4, 2019
Professional Day / Non Student Day.....	January 7, 2019
Students Return to School.....	January 8, 2019
Martin Luther King Jr. Day / No School.....	January 21, 2019
Professional Day / Non Student Day.....	February 18, 2019
End of 3 rd Quarter.....	March 15, 2019
Spring Break / No School.....	March 18-22, 2019
Students Return to School.....	March 25, 2019
Professional Day / Non Student Day.....	April 19, 2019
Professional Day / Non Student Day.....	April 22, 2019
Last Day of School / End of 4 th Quarter.....	May 29, 2019

Approved by School Board
April 11, 2018

Two handwritten signatures in blue ink are present. The top signature is a cursive name that appears to be "A. R. ...". The bottom signature is also in cursive and is more stylized, possibly reading "A. R. ...".