



Burns Sci-Tech Charter School  
Regular Board Meeting Minutes  
March 24, 2026 - 6:00pm  
Stem Literacy Lab- Main Office Building

1. Called the meeting to order. The regular board meeting was called to order at 6:00pm
2. Pledge of Allegiance.
3. Roll Call: Dr. Roger Thayer, Richard Paczkowski, Adam Owens, Damian Hall, Suzanne Jarrell, Jamie Sulle - all present.
4. Approval of Regular Board Meeting Minutes from February 24, 2026 – action.
  - *Motion by Mr. Paczkowski to approve the minutes of February 24, 2026, regular meeting. 2<sup>nd</sup> by Mr. Owens. Motion approved unanimously.*
5. Public Participation. None
6. Reports and Discussion/Actions:
  - a. SAC Member Report – discussion.

SAC extended the time for survey results for parents and staff so they could receive more replies. They will share the results. The interview rubric for board member applicants will be scanned and emailed to board members, SAC was impressed with 4 applicants and feel they would be ideal for the board to review.
  - b. Student dismissal appeal process timeline for parents to appeal a dismissal change of Bylaws-discussion/action. *(Kelly Robinson will revise Bylaws going forward)*
    - The board discussed 48 hours for parents to appeal, and 4-5 days to meet for the hearing.
      - *Motion by Mr. Paczkowski to change the dismissal timeline process from 5 to 2 days after the dismissal meeting, with a 5-day period for the appeal to take place with reasonable effort for guardian participation through an in-person meeting, zoom, or phone call. 2<sup>nd</sup> by Mr. Owens. Mr. Paczkowski withdrew the motion.*
      - *Motion by Mrs. Sulle to change the dismissal process as stated by Mr. Paczkowski but with corrections for a 2-day appeal timeline and call for a special meeting. 2<sup>nd</sup> by Mrs. Jarrell. All approved. Motion approved unanimously.*
  - c. Student dismissal appeal process timeline for parents to appeal a dismissal change-discussion/action.
    - *Motion by Mrs. Sulle to amend the amendment to read as follows: Further, the governing board should develop a quorum and hold a hearing within five days following the submission of the parent/guardian written appeal, providing reasonable effort for guardian participation through an in-person meeting, zoom, or phone call. 2<sup>nd</sup> by Mr. Owens. Motion approved unanimously.*
  - d. Amend December and September Minutes- discussion/action.
    - In September, we need to have teachers who were out of field to have their subject areas listed - not just the names of the teacher. Mrs. Galerno will amend December and September Minutes to state: Amber Carter - as apprentice for elementary education. Sydnie Powers- as media teacher, Louis Zengotita as IT teacher, and Steve Hall as Social Studies teacher.
      - *Motion by Mr. Paczkowski to amend the September and December minutes to reflect the field of study for the teachers listed above. 2<sup>nd</sup> by Mr. Hall. Motion approved unanimously*
  - e. Update on Audit- discussion
    - Jessi Thompson's post of BST was positive – wrote great things.
    - We were over in minutes for our elementary school, but we miscounted the time by marking lunch

and recess to count. This will not count against our school.

- Power School would not upload overnight to Focus. We had a staff member upload attendance, however, because the report stated that one person put in attendance, we plan to now have our teachers complete attendance in Focus *and* complete the paperwork, so this will not be a problem during FTE week.
  - Problems with OJT timecards as the auditor could not read the name on top and the signature of student and/or the employer's signature.
  - Engineering teacher did not have the correct qualification - 10 students did not count for payment in this class.
  - Our auto mechanic was denied his certification in April, so we did not get the funding for his classes.
  - The state may take funds next year for these mistakes and we have put in an appeal process, which could be 8 months (we appealed to the district) This could result in 10k – 15k in October FTE payout.
  - We learned a lot and have things in place for this year so that we will not have these problems again. We don't know yet if we'll be audited multiple times or 3 years from now.
- f. Board design, recruiting, changes- Amend any Bylaws in board section-discussion/action.
- Discussion on the number of board members: expand to nine (9) or keep as is (seven [7]). Dr. Thayer's term is over at the end of June 2025. Discussion on adding/making changes to committees in the Bylaws. (*ed note – Kelly Robinson has taken over the duties of revising Bylaws from Judy Bourdeau.*)
    - *Motion by Mr. Paczkowski to amend Bylaws Article 2.3 to read no greater than 9 members. 2<sup>nd</sup> by Mrs. Sulle. Motion approved unanimously.*
    - *Motion by Mr. Paczkowski to amend Bylaws Article 2.5(3) to read no greater than 9 members. 2<sup>nd</sup> by Mrs. Jarrell. Motion approved unanimously.*
- g. Articulation agreement and Volusia Charter Team changes-discussion/action
- Terms of agreement: Lawyers have made changes to the agreement due to the audit. The board asked if the agreement is reciprocal?
    - *Motion by Mrs. Sulle to terminate the current articulation agreement with Samsula and ask Kelly Robinson to draft a notice to send to Samsula. 2<sup>nd</sup> by Mr. Hall. Motion approved unanimously.*
- h. Set dates for 2026-2027 Regular Board Meetings- discussion/action
- *Motion by Mrs. Sulle to approve the meeting dates for the 2026 -2027 SY board meetings. 2<sup>nd</sup> by Mr. Owens. Motion approved unanimously.*

## 7. Principals Report:

- a. Primary Principal's Report – Mrs. Galerno.
- Book Blast fundraiser so that we have every student in K-6 getting at least 1 book from the fund raiser.
  - Basketball finished for co-ed, and it was a great season.
  - Talent show for K-12 students. Latham and Leve did a great job in getting this organized and together for all the students and parents to see.
  - 3<sup>rd</sup> Grade Wax Museum. In RTI, they read a biography and then learn facts about the person. Students then they dress as the characters and present as the character for the audience.
  - 6<sup>th</sup> Grade Dance and fun was had by all the students who attended.
  - Kindergarten Lottery - 69 spots were open for this time and there will be another drawing. April 7<sup>th</sup> and 8<sup>th</sup> we will have 'sign the contract' date for the new kindergartners and parents.
  - Lottery - we added a unit for 6<sup>th</sup> graders for the upcoming year.
- b. Secondary Principal's Report – Dr. Hargrave.
- Smash brother tournament: Mr. Mrozewski ran the tournament for students and fun was had - students can now get a get scholarships in esports programs.
  - Meet with Emery Riddle Professor - our teacher from the school is leaving to take a position in another location so they are doing interviews to get a new teacher for the school.
  - Master scheduling is currently underway for the next school year. They have been meeting with all

students and setting up courses needed to complete for 26-27 SY.

- Student Grades: Monday school had to add only 3 new students to start attending and many more now, not having to attend on Monday.
- Lottery for 7-12 is opening and added up to 55 spots on 7<sup>th</sup> grade.
- We held a 'meet and greet' for potential new students and offered tours for families.
- 2 Juniors moved up and will graduate early this year.
- Discussion of contracts for the principals.
  - The Board may need to look at the process - we have two principals at the school so the contracts should match the grade levels. Board members need to review the last contract(s) and review details, e.g., timeline, reviewing/assessing principals, etc.

8. Treasurer Report: Brent Appy provided updates financial:

- Fund 3.92 million
- Cap 60,000 outlay
- 70,644 for the year positive
- 1116.58 students for the year
- Numbers from the lottery, we are up and ready to go for the next year.
- The refinance agreement was finalized this week - \$70,000 and 10 years to gather enough money for 1 year of payments in case of an emergency.

9. Agenda items to consider for the next meeting:

- a. Voting on new members - action.
- b. The principals contracts - discussion/action.
- c. Articulation with Samsula – discussion/action.
- d. Subcommittee, which ones are needed - discussion/action.
- e. How often are Bylaws reviewed - discussion action. (Kelly Robinson)
- f. Checklist of 'To Do' items and Timeline for the board to complete yearly – discussion/action

10. Board Member issues concerns/comments:

11. Public Announcements: Workshop on April 9<sup>th</sup> for principals contracts at 5 pm. Workshop for interviewing new members, April 21, 2026 - 4:00pm. Next Regular Board Meeting April 21, 2026 – 6pm

12. Adjournment. The regular board meeting was adjourned at 7:53pm.