

EDGE for Educational Excellence, Inc.
Board Meeting
April 25, 2019
4:30 PM
Putnam EDGE High School
200 South 7th Street, Palatka, FL 32177

- I. The meeting was called to order by President Pat Freeman at 4:27 p.m.
- II. Pledge of Allegiance
- III. Attendance: Pat Freeman, Shirley Eubanks and Julie Pinner. With all three members in attendance, a quorum was present. Also in attendance were Emmanuel Swift, Director/Principal as well as various staff members.
- IV. Public Comments:
 1. None Stated
- V. Consent Agenda:
 1. The Consent Agenda was presented for review and comments. Ms. Pinner made the motion to accept the Consent Agenda. Second by Ms. Eubanks. All voted “Yes” and the motion passed.
- VI. Addition of Emergency Item for Discussion/Action: Lawn Maintenance Bids. Ms. Pinner made a motion to add this to the agenda as an emergency item for discussion/action with a second from Ms. Eubanks. All voted “Yes”, motion passed.
- VII. Old Business
 1. Status Update on Landscape Plan
 - i. Ms. Pinner stated that Mr. Swift has the information for ordering the necessary ADA parking signs and sign posts. He is in contact with Mr. Trainor about ordering those items.
- VIII. New Business
 1. Discussion/Action on March 2019 Financials.
 - i. Ms. Pinner made a motion to accept the financials as submitted. Second by Ms. Eubanks. All voted “Yes”. Motion passed.
 2. Update on USDA Loan
 - i. Ms. Freeman has been in contact with Mr. Small regarding all requirements and the need for a revised PAR. This information has been sent to the architect of record and expectations are that the information will be revised and sent to the USDA quickly. Mr. Small expects the loan process to be complete sometime in June.

3. Discussion/Action on Lawn Maintenance Bids

- i. Ms. Pinner presented a proposed Bid Packet for Lawn Maintenance Services. The packet was reviewed by all members present. Ms. Pinner made a motion to accept the proposed bid packet and to receive bids until May 9, 2019 @ 4:00 p.m., with bids to be publicly opened at 4:30 p.m. on the Board Room at Putnam EDGE High School. This motion was seconded by Ms. Eubanks. All voted "Yes", motion passed. The bid will be posted on the Putnam EDGE website, as well as the Facebook page.

IX. Director's Report

1. Status of Enrollment

- i. 90 students
- ii. Parent letter regarding enrollment for the 2019-2020 school year going out in the coming days. This information will also be posted on the Facebook and school webpage.

2. Staffing

- i. The positions of Data Clerk and Executive Secretary are vacant at this time.
- ii. Ms. Hunt is filling in for the Data Clerk for the time being to ensure all Seniors meet the graduation requirements.
- iii. Mr. Dowling was recently hired to fill the position of Criminal Justice Teacher and is also assisting with student discipline.

3. School Events/Activities

- i. Prom was held on April 20th and appeared to be an enjoyable evening for the students. Mr. Swift thanked all of the staff that helped cover the event and spent their off hours preparing the school.
- ii. Graduation is schedule for June 1st at 1:30 p.m. at C.L. Overturf 6th Grade Center.

X. Next Meeting scheduled for May 30, 2019 at 4:30.

XI. Meeting adjourned at 5:29 p.m.