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Burns Sci-Tech Charter School
Regular Board Meeting Minutes
August 25, 2026 - 5:00pm
Stem Literacy Lab- Main Office



1. The Board meeting was called to order at 5:08pm
2. Pledge of Allegiance.
3. Roll Call: April Coyle, Charlotte Hope-Gillis, Damian Hall, Jamie Sulle, Kylee Montgomery, Richard Paczkowski, Suzanne Jarrell- all present.
4. *Ms. Sulle motioned to approve the August 25, 2026, meeting agenda order. 2nd by Ms. Hope-Gillis. Motion approved unanimously.*
5. *Ms. Sulle motions to approve the Workshop and Regular Board Meeting Minutes from July 21, 2026. 2nd by Ms. Hope-Gillis. Motion approved unanimously.*
6. Public Comment: None.
7. Board Committee Reports:
 - a. SAC staff report per Ms. Galerno: 16 people in attendance, a lot of 1st and 2nd grade families. Need to encourage more participation from 7-12 families.
 - b. Oak Hill Community Trust per Mr. Packowski: Volusia County Fair Sponsorship, Holiday Light decorating contest. Discussion regarding BST participation in holiday contest.
8. Board Business.
 - a. **Old Business:**
 - i. Principal Contract amendments and timelines – discussion/action.
 1. Typo to be corrected on Page 6- no need for action.
 2. December Board meeting will include principal contract formation/approval, and February Board meeting will include bonus structure. *(added to Sept Agenda for scheduling and vote)*
 - ii. Review updated Articulation Agreement – discussion/action.
 1. Addressed during workshop- no action needed.
 2. Mr. Paczkowski will reach out directly to Samsula Chairman Mr. Baldwin.
 3. Ms. Galerno will send letter to parents of affected students by January 31st, 2027 (prior to lottery for next SY 27-28).
 - iii. Bylaws revision timelines – discussion/action.
 1. Workshop to revise bylaws to be scheduled the week of November 9th as discussed in today's workshop.
 2. Workshop tentatively scheduled for Tuesday November 10th at 5pm-7pm. Renewal of charter to be discussed at this date as well. *(added to Sept Agenda for scheduling and vote)*
 3. Ms. Robinson notes there are several inconsistencies with dates for the Board and school events. She will bring dates that are not consistent to next meeting for discussion.

iv. Admin outside evaluation (FCI and other 3rd party) – discussion/action.

1. Thrive 360- \$300 expense was noted. No action needed.

b. New Business:

i. Forming Committees – discussion/action.

1. *Ms. Jarrell motioned to form the Development Committee as the first committee of the board and 26-27 SY. 2nd by Ms. Coyle. Motion approved unanimously.*

2. Discussion regarding committee structure. Each board member could be assigned an event to help support (Wranglers Ball, STEM banquet, Royal Ball, etc.)

3. Important to provide notice to the public if more than one Board member will attend committee meetings.

ii. Tabling Items and set timelines – discussion/action.

1. Discussed in workshop. No action needed.

iii. Clarify principal evaluation process – discussion/action.

1. Discussed in workshop. No action needed. *(added to Sept Agenda for timeline)*

iv. Staff Appreciation – discussion/action.

1. Changing the protocol for appreciating the staff 26-27 SY.

2. Highlighting the staff each month with headshots. Need to determine the cost. Funds from board budget or individual board members were discussed.

3. There are approximately 142 staff to highlight. Could feature staff during their birthday month was an idea.

4. Ms. Robinson has offered to take photos of staff free of charge. Board will pay for materials. Will revisit at next regular Board meeting.

v. Revision to board meeting times – discussion/action.

1. Discussed in workshop. No action needed.

vi. Fundraising for Yacht Rock – Oct 23 – discussion/action.

1. Ms. Galerno presented flyers with sponsorship levels as hand-outs for businesses. Encouraged Board members to share information and reach out to community. Donations to silent auction can be made if donors cannot attend event.

2. Ms. Galerno will provide list of past sponsors and current sponsors for this year to the Board members.

3. Fundraising email has been created.

4. Ms. Montgomery will spearhead the Wranglers Ball.

vii. Board Representation on the Oak Hill Community Trust – discussion/action.

1. Oak Hill Community Trust has monthly meetings at BST media center. They would like representation from BST board of directors at each meeting - first Tuesday of each month.

2. *Mr. Paczkowski motioned to create sign up sheet to rotate representation at Oak Hill Community Trust Meetings each month. 2nd by Ms. Gillis. Motion approved unanimously.*

3. Ms. Jarrell will attend September 1st meeting.

viii. Recruitment of new board member(s) – discussion/action.

1. Two open spots on the Board with resignation of previous treasurer and Dr. Thayer. Need to open the application portal on BST website.
 2. *Mr. Paczkowski motioned to direct staff to open the application portal on BST website for board membership. 2nd by Ms. Jarrell. Motion approved unanimously. (rescinded-agenda 8,a,v.)*
 3. *Mr. Paczkowski motioned to slate month of January for SAC to interview two potential new board members. 2nd by Ms. Gillis. Motion approved unanimously. (rescinded-agenda 8,a,v.)*
- ix. School Year Sick Bank Guidelines– discussion/action.
1. No changes- teachers can donate days and staff can request 5 days at a time.
 2. *Ms. Jarrell motioned to accept sick bank guidelines. 2nd by Mr. Paczkowski. Motion approved unanimously.*

9. Principals Report:

a. Primary Principal's Report – Mrs. Galerno.

- i. Open Houses on September 15th, 2026, for K-3rd grade and September 16th, 2026, for 4th-6th grade.
- ii. First City of Oak Hill Health Expo to be held in BST gymnasium November 7th, 2026.
- iii. New system created for the year called "The Burns Way" and new academic coach added to support staff.
- iv. GROW Healthy Kids Organization has chosen Ms. Galerno to run NYC Marathon November 1st, 2026. They are a non-profit organization that gives shoes and recess kits to students in need. Need volunteers to help to get shoes from Sanford to Volusia.

b. Secondary Principal's Report – Dr. Hargrave.

- i. Sports have started.
- ii. Encouraging club involvement.
- iii. Testing from the state of Florida this week.
- iv. Secondary open houses combined with academic nights.
- v. BST School store is a huge hit. New BST shirt designs each month.
- vi. Three new committees:
 1. Student Experience Committee - SGA involvement- lunch activity every Friday. New marketing class creating social media videos.
 2. Academic Committee - Getting kids ready for the next step, college preparations.
 3. SOAR Committee (Aim to SOAR to the SKY) - Smart, Organization, Academic, Reimagine. Skills not taught in school. 7-9th grades. Teachers are writing new curriculum. SKY stands for Significance (making an impact on others' lives), Kinship/Community (club involvement, how to make friends), Your Why/Your Purpose (talents paired with passion, goal setting). Based on Happiness Theory.

10. Treasurer Report: Brent Appy – Business Manager.

- a. July 2026: Hardware/Software Costs, no capital outlay, will be a double payment.
- b. Enrollment numbers aren't settled yet. First Week of October Survey should give our enrollment. District may use February enrollment numbers.
- c. Fourth bus added due to multiple requests. Possible to use this bus to get to adjunct classroom on the lagoon (one or two days per month).
- d. No other changes at this time.

11. Old Business con't -

- a. Wellness Policy approval – September Agenda.
- b. Out of field teachers – September Agenda.

12. Board Member issues concerns/comments:

- a. Links to outlook shared calendar for board from July meeting– has this been resolved?
 - i. Sunshine Law violation per Lief.
- b. Staff Appreciation: Ms. Jarrell will obtain a list of staff birthdays and pricing for headshot project as discussed during workshop earlier.
- c. Discussion regarding safety on campus. Safety meeting occurs monthly during fire drills and safety concerns are addressed.
- d. Mr. Paczkowski commended principals and BST staff on a smooth orientation experience for this SY 26/27.
- e. Mr. Paczkowski discussed a recent visit to a graffiti art installation at Windward Walls in Miami. Possible idea for art at Burns- graffiti art with sidewalk chalk to accommodate younger students. Installation behind the gymnasium. Outdoor classroom concept.
- f. Ms. Coyle discussed possible collaboration opportunities with STEAM Station Preschool. Opportunities for student teaching. She will contact Ms. Hutchinson for student teaching opportunities.

13. Public Announcements: Next Regular Board Meeting/September 22, 2026 – 5pm. *(Note Time)*

14. The meeting was adjourned at 6:36pm.