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Burns Sci-Tech Charter School
Regular Board Meeting Minutes
September 22, 2026 - 5:00pm
Stem Literacy Lab- Main Office



A tuition free public charter school

1. The Board meeting was called to order at 5:00pm.
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. Approval of Agenda: Vote to accept or amend the September 22, 2026, meeting order discussion/action -No discussion/action needed. *(board should have voted to accept or amend agenda)*
5. *Motion by Ms. Sulle to approve the Workshop and Regular Board Meeting Minutes from August 25, 2026. 2nd by Ms. Hope-Gillis. Motion approved unanimously.*
6. Public Comment:
 - a. SAC Report (Ms. Senecal): SAC recently held their second meeting of the year. 37 active members, of which 56% are parents. Board members encouraged to attend SAC meetings.
7. Board Committee Reports:
 - a. Development Committee- No update – committees will be discussed later in meeting.
 - b. Committee Meetings – Discussion regarding committees to have clear language for public notice when there is more than one board member attending committee meetings.
8. Board Business.
 - a. **Old Business:**
 - i. Ms. Montgomery discussed her recent work on principal PTO and bonus structure.
 - ii. Possible action items to be added to the Dec 15, 2026, Agenda for principals evaluations, rubric, and criteria; to the Feb 23, 2027, Agenda for principals bonus structure; and to the April 20, 2027, Agenda for principals contract and potential changes.
 - iii. Ms. Coyle said that she will reach out to Mr. Fox (IT) for the possibility of a shared calendar (view only) for board members, that was discussed previously, to keep everyone abreast of future meeting agenda items.
 - iv. Mr. Paczkowski stated that Mr. Baldwin is requesting a few changes to the wording of the articulation agreement in Section 5.2. *Motion by Mrs. Sulle to resubmit the Samsula articulation agreement with adjusted wording. 2nd by Mr. Hall. Motion approved unanimously.*
 - a. Mrs. Galerno updated the board that an articulation letter will be sent out to parents in January if Samsula has not signed agreement by then.
 - v. The board asked for a publicly noticed workshop to be added for November 10, 2026, from 5pm to 7pm for discussion of Bylaws revision and Charter renewal.
 - vi. Mrs. Robinson was not present to discuss inconsistent school event dates that she noticed – will be added to the October 20, 2026, Agenda.

- vii. Point of order was initiated by Mrs. Sulle regarding responsibility of recruiting new members.
- viii. Mrs. Sulle discussed focusing on building one committee before launching other committees.
- ix. Mrs. Montgomery and Mrs. Galerno said that fundraising for Yacht Rock is ongoing.
- x. Mrs. Jarrell discussed Staff Appreciation with 2 photo sessions completed. \$50 per banner and \$7 per photo to make it digital. She will bring a final cost to the board for funding.
- xi. Mr. Paczkowski will head the OHCT Holiday Decorating Contest for BST with Meeting Signup created by Mr. Appy. OHCT meets the 1st Tuesday every month 6pm BST.

b. New Business:

- i. Dr. Hargrave spoke about the 2026-2027 Wellness Policy. As head of committee, the most controversial issues for student, parents, and staff, who were present at committee meeting are: selling of food on campus; limiting candy as rewards in the classroom; limiting birthday celebrations with food; and emphasizing water intake/hydration. He noted that vending machines are okay during school day if they are not accessible to students. *Motion by Ms. Gillis to approve the 2026-2027 Wellness Policy. 2nd by Mr. Hall. Motion approved unanimously.*
- ii. Dr. Hargrave and Mrs. Galerno discussed the Out of Field Teachers attached to the agenda and printed at the end of these minutes. Secondary teachers are to obtain multiple certifications due to the small size of secondary school. AP funding will possibly be affected by the pending teacher certifications in AP subject areas. Dr. Hargrave and Ms. Galerno will provide updates regarding certification status of out of field teachers in January 2027. *Motion by Ms. Sulle to approve out of field teachers as presented. 2nd by Ms. Gillis. Motion approved unanimously.*
- iii. Mr. Paczkowski discussed strategic 3-year plan for K-6 in meeting with Ms. Galerno this week. Two strategic plans needed- operational and governance plan. Board objectives will support administrative objectives. Principals will provide rough draft of organization's strategic plan by January 13, 2027. This gives time to get all stakeholders involved. Will finalize this strategic plan during their retreat at end of school year. The board added an Initial strategic planning one-hour workshop for the Board to be scheduled at 5pm on January 19, 2027, before the Regular Board Meeting and the Board strategic plan will be finalized during summer workshop.
- iv. Follow up training with Ms. Pugh needed to help develop Board's strategic plan. *Motion by Ms. Sulle to schedule Ms. Pugh for board training in February 2027. 2nd by Mr. Hall. Motion approved unanimously.*
- v. Issues/Concerns/Comments – from Aug Reg. Board Mtg Minutes –
 - a. No further discussion/action needed.

9. Principals Report:

- a. Primary Principal's Report – Mrs. Galerno.
 - i. Stop and STEM day last week.
 - ii. ENO penny wars- raised a lot of funds.
 - iii. First pep rally held for students to learn house names, chants, games.
 - iv. BST is working to be an Apple distinguished educator school.
 - v. Teacher Recognition/Awards.
 - vi. Character captains (Ms. Floyd).

- vii. WIG Wildly important goals.
 - viii. Safety patrol getting trained.
 - ix. Successful Open House events.
 - x. Genius Hour during school day because not all kids can attend after school clubs/activities.
 - xi. Storybook Parade- October 30, 2026.
- b. Secondary Principal's Report – Dr. Hargrave.
- i. Spirit Week this week with Homecoming Dance on Friday 6-10pm.
 - ii. Sports: Volleyball doing well, Cross Country, Golf, Archery try outs completed, huge turnout.
 - iii. Clubs: E Sports have begun, first year getting jerseys. Dungeons and Dragons club very popular.
 - iv. Successful Pep Rallies. Each grade level has student designed shirt, competition between grade levels.
 - v. SGA doing well, lots of enthusiasm.
 - vi. Teacher committees this year:
 - a. Academic Committee (policies for next year, developing common syllabus, late turn in policy, etc.).
 - b. Marketing Committee (focus on Brevard County).
 - c. S.O.A.R. Curriculum committee (helping to develop the class/curriculum, making age appropriate for other classes).
 - vii. Open House events went well. Need more parent participation in higher grades.
 - viii. Teacher Recognition/Awards.
 - ix. School Grade - A scoring went from 65 to 70%. BST graded as a combination school.
10. Brent Appy, Business Manager, reports that the school is in good financial standing to start the year. The next school count will be February 2027.
11. Old Business (*previously tabled/no decision*) and New Business agenda items for the next meeting:
- a. SAC report as an agenda item in the meetings (beginning of meetings)
 - b. SGA report (at the beginning) of board meeting- Dr. Hargrave will invite them to participate
 - c. Follow up on available dates for Ms. Pugh to conduct Board training in February 2027.
12. Board Member issues concerns/comments:
- a. No comments.
13. Public Announcements: Next Regular Board Meeting October 20, 2026 – 6pm. (*Workshop at 5pm added*)
14. The Board meeting was adjourned at 6:58pm.

OUT OF FIELD
TEACHERS

#	Teacher	Current Certification Area	OOF Course(s) Assigned
1	Isaac Bernard	Physical Education (K-12)	ESE Support Facilitator; 6-8 Learning Strategies
2	Bown Conlan	Social Science	AP Pre-Calculus; Algebra 2; Probability and Statistics
3	Charlotte Cottrell	Mathematics (5-9) Exceptional Student Education (K-12)	Journalism
4	Emma Hall	Biology (6-12)	M/J Gr 8 Digital Discovery
5	Steven Hall	English (Grades 5-9)	Building and Trades
6	Barbara Hawes	General Science (5-9) Gifted Endorsement	Experimental Science 1-4
7	Deborah Hoskins	English (6-12) English for speakers of other Languages (Endorsement)	M/J Intensive Reading 2 & 3
8	Kaila Lange	Exceptional Student Education (K-12) Elementary Education (K-6) Reading (Endorsement) Educational leadership (All Levels)	Algebra 1-A; Economics Honors
9	Alexandra Latoria	Business Education (6-12)	Economics
10	Adam Mrozewski	Business Education	AP Computer Science
11	Lisa Swingle	Elementary Education (K-6) General Science (5-9) (Former Nurse)	Bio-Medical
12	Devyn Thomas	English (6-12)	M/J Dance 1
13	Elijah Viera	English (5-9)	Comprehensive Fitness; Personal Fitness and Comprehensive PE; ESOL

#	Teacher	Current Certification Area	OOF Course(s) Assigned
14	Tina Duncan	Elementary Education (K-6) English for speakers of other Languages (Endorsement) ESE (K-12)	Work-Based Learning / On-the-Job Training
15	Lyle Kleusch (New Hire)	Physics Social Science Engineering and Technology Education	Environmental Science

#	Teacher	Current Certification / Status	Current Teaching Assignment	Out-of-Field Area / Reason & Plan
1	Mia Goetz	Certification requirement in progress	K-6 Special Area Art	Art certification/coverage pending. Completing applicable certification testing requirements.
2	Stephanie Hall	Primary Education PreK – 3rd grade (application processing pending)	2nd Grade	Certification application and required documentation submitted. Awaiting processing.
3	Luis Zengotita	Elementary Education K-6 (application processing pending)	K-6 Special Area Integrated Technology	Certification application and required documentation submitted. Awaiting processing.
4	Amber Carter	Educator preparation/certification pathway in progress	3rd Grade Math and Science	Participating in the Educator Preparation Institute (EPI), which allows individuals to work in schools while completing the requirements for Florida teacher certification. Anticipated completion Fall 2027.
5	Tara Haney	Elementary Education (K-6) Reading Endorsement	K-6 Special Area Leader in Me and small-group reading intervention	Leader in Me is a whole-school improvement model provided by Franklin Covey Education, not an official state-issued academic or teaching credential by the Florida Department of Education (FLDOE).
6	Sydni Powers	Certification update pending	K-6 Special Area: Educational Media Specialist	In the 30-day wait to add PreK-12 grade Educational Media.
7	Nicole Forand	Social Science (6-12)	5th Grade Science	Elementary/appropriate K-6 science coverage pending. Teacher has applied to get her K-6 science certification.
8	Ellery Hardee	Certification application processing pending	6th Grade Science	Certification application and required documentation submitted. Awaiting processing.