



Learning Gate Community School
16215 Hanna Road Lutz, FL 33549
Phone: 813-948-4190 Fax: 813-948-7587
WWW.LEARNINGGATE.ORG

Board of Directors Meeting Agenda
Saturday – July 18, 2026

MISSION

To cultivate students through academic excellence, critical thinking and environmental responsibility, focusing on student success, outdoor education and serving the community.

VISION

To be a leader in education and environmental stewardship in Tampa Bay, contributing to a sustainable world.

I. Call meeting to order 8:00 A.M.

- Verification and acknowledgement that a quorum is present

II. Executive Committee Updates Secretary – Minutes – Ezra Johnson
Treasurer – Financial Reports - Denelle Miller

III. Committee Reports Facilities – Chrissie Price
Fundraising – Denelle Miller
Governance – Thania Clevenger
A. Board Survey - Intent to continue services & review board terms.
B. Board Recruitment Discussions
C. Policies being reviewed:
1) Spending Policy
2) Board Handbook Reviews
D. Strategic Plan Review

IV. Principals Report Michelle Mason (School Progress Report – PreK Expansion Update)

V. Board Business Kris Smith (Bid Approvals, Fundraising Budget, Student/Staff Handbooks)

Planning Topics:

I. Fundraising

II. Marketing

III. Succession Planning

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July 18, 2026

Board Meeting and Retreat Minutes

Board Members Present: Stan Kroh, Ezra Johnson, Mauricio Arias, Chrissie Price, Denelle Miller, Thania Clevenger, Trina Halfhide

Board Members Absent:

Staff in Attendance:

Michelle Mason, Kris Smith, Kelly Fox, Dina Myers

Parent Liaisons:

Brigette Oates – Hanna Campus

Shanna Hunt- Lutz Lake Fern Campus

I. Call to Order

The meeting was called to order at **8:15 AM** by **Stan Kroh**

II. Approval of Minutes:

- Stan Kroh presented the June regular board meeting (June 15) and emergency board (June 19) minutes for approval.
- **Denelle moved** to approve the minutes, **seconded by Mauricio**, motion passed. The minutes were accepted at 8:16.

III. Committee Updates and Reports:

Treasurer's Report (Denelle) –

The Treasurer's report was presented, there were minimal differences between this month's report and previous months.

Facilities update

The Facilities Chair noted that we have a number of projects that should be considered. The President asked how many of the these need to be prioritized. The Chair noted that the pivotal ones should be budgeted between 200,000 and 500,000. For example, we have new air conditioning units but those will need to be changed in the next 10 years. We need more

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fundraising and grants going forward. We've got to pick up the fundraising efforts! Other than that, everything looks good. We need a motion to accept.

The Treasurer noted that we need to be more strategic and explore more options in the private sector. We have local schools that have internship opportunities and tuition assistance where the funds go to the school.

Mauricio motioned to accept the treasurers Report. **Trina seconded**. Motion passed.

Governance update

The governance committee Chair asked the attendees to complete a survey with a few questions pertaining to their intent to service. The terms were also reviewed. We currently have seven members on the Board. What is the most favorable number of board members. There was a consensus that nine would be the best number. We should consider how we recruit two additional members. Ideally, the best skillset of candidates would have networking savviness, possession of leadership qualities and familiarity of charter law skillsets.

The governance committee Chair noted that the Parent Student handbook was reviewed, and it was noted that there were questions regarding volunteer hours policy regarding club involvement. No major changes will be made to the parent handbook at this time. Fairness and contract commitments take priority.

The school has a maximum spending limit of \$3000 for discretionary emergency spending. This allows the Principal to approve emergency repairs without calling for a board meeting. The limit seems low considering the rising costs but no determination of a new maximum was made.

The Strategic Plan conducted in 2023 was reconsidered especially considering changes made in rezoning at the Hanna Campus. Another in-person meeting in August 2026 should be held considering these and leadership changes.

IV.Principal's Update

The Principal noted that there are recent changes in the middle school leadership. Ms. Dina Myers is familiar with the Learning Gate Culture and will continue to contribute and serve this school in her new role as Vice Principal.

The Principal distributed Summary packets at 11:18. The packets contained the Strategic Marketing Plan, Succession Plan, Preschool Plan, the Social Media Plan, Parent Ambassador Program, and the Student Ambassador Program.

The Hanna Campus' rezoning is underway. The Principal and Board will continue to consider ways to optimize the resources and ensure that operations align with the vision and mission of the school.

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The Board unanimously agreed to entrust the Administration of Learning Gate to choose software and electronic tools for up to a maximum of \$500/ month, in addition to any upfront onboarding cost of \$1500.

V. Planning Topics

a. Fundraising

Fundraising does not stand alone but is a big part of strategic planning. We will regroup in August to discuss specific approaches to plan and fundraising. We need to review our previous efforts and build on resources and data received. We will put all our input onto a shared google drive link. There us a fundraising committee meeting on 7/27/26 at 9am.

b. Marketing

The goal of social media plan is key to increasing inquiries, engagement within the Learning Gate Community, and showcase the unique culture and mission of Learning Gate Community School. The market strategy aligns with the vision of the school and consider increasing enrollment to a maximum of 800 students.

c. Succession Planning

The Principal is responsible for many important functions. These include and are not limited to demonstrating instructional, organizational, cultural and environmental leadership. The Business Manager is responsibilities include payroll, audits, liaison with third party contractors, and production of the financial reports. These two personnel are critical for the functioning and continuity of the school. Developing guidelines for leadership succession is important for the long-term success of the school.

The Board reviewed the Succession Plan and discussed the growth opportunities for current staff members. The Board discussed the need for an organizational chart and the need for knowledge transfer.

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Adjournment

- The meeting and retreat was adjourned 1:36 PM.

Minutes Recorded By:
Trina Halfhide, Board Member

LGCS Board Executive Signatures

Signed by: Stanley Kroh 8/17/2026
BAFDB6D61F5049D...
Stanley Kroh, Chair Date

Signed by: Chrissie Price 8/17/2026
653306CA462D410...
Chrissie Price, Vice Chair Date

DocuSigned by: Ezra Johnson 8/18/2026
93F04F0E6B044D9...
Ezra Johnson, Secretary Date

Signed by: Denelle Miller 8/18/2026
CD515521DFE041A...
Denelle Miller, Treasurer Date

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