

# **TUTORS FOR KIDS, INC.**

## **Board of Directors Meeting Minutes**

Monday, October 13, 2025, | 3:00 – 4:50 PM | Via Zoom

### **Call to Order**

The meeting was called to order by Frank Russo at 3:02 PM.

Present: Joanne Cooper, Bev Goldstein, Sandy Lynch, Josie Morello, Judy O'Neill, Shirley Potts, Bev Rovelli, Frank Russo, and Colleen Vaneps.

Absent: Hank Leavitt, Joe Miller, and Chuck Ramberg.

### **2. Consent Agenda**

Frank moved for approval; Colleen supported. Motion carried.

Items approved:

- Minutes of August 11, 2025, meeting (attached)
- Cash report (attached)
- Financial statements (attached)

### **3. Resignation and Resolution**

The board accepted Shug Brandell's resignation, effective September 30, 2025, and approved a resolution recognizing her service to Tutors for Kids and the Board of Directors.

Josie moved for approval; Bev Rovelli supported. Motion carried.

### **4. Committee Reports**

#### **Finance Committee – Shirley Potts**

- Reported on cash status as of 9/13/2025; finances remain healthy.
- All e-learning program bills have been paid in full.

#### **Tutor Operations – Shirley Potts**

- Reported ongoing need for tutors and additional behind-the-scenes volunteers.
- Encouraged board members to recruit friends and acquaintances.
- Bev suggested contacting the local newspaper for publicity. Shirley will reach out to Garrett Schifflett (villagesmedia.com) regarding potential coverage.
- Colleen will send Bev the recruitment flyer for posting on community sites.
- Bev will contact the Farmers Market coordinator about setting up a nonprofit table to promote Tutors for Kids.
- Recruiting weekends are planned at Live Oaks Community Church and Lake Deaton United Methodist Church.
- The group discussed expanding outreach beyond current partner churches to prevent volunteer fatigue.
- Judy reported working with the priest at St. Vincent de Paul to advertise volunteer opportunities in the parish bulletin and will follow up.

#### **Administrative Team – Shirley Potts**

- No additional report.

#### **Orientation – Shirley Potts**

- The e-learning orientation is progressing well.
- Frank encouraged all board members to take the class to appreciate its content and suggested long-time tutors retake it as a refresher.

#### **Books and SBCs – Sandy Lynch**

- The book budget currently allocates \$5,000; HBC has requested \$10,000 total for the school year, which is under review. Sandy will confirm with SBCs that funding will cover needs through Christmas and send Frank the current book inventory data.
- Main suppliers: Scholastic and First Book. Scholastic is now a literary partner, providing tax-exempt purchases.
- Frank raised concerns about state regulations limiting book access for 2nd graders; Sandy noted no current issues in Sumter County. Frank will follow up on the state ruling.
- The Technology Team will investigate Google platform viability for the Access book database and research alternatives as needed.

#### **School Team Coordinators (STC) – Joanne Cooper**

- Judy confirmed that all new tutors must now have Level 2 security clearance across all counties, though School Districts are entirely responsible for security clearance. Tutors for Kids has no control..
- Josie reported challenges in Sumter County due to administrative turnover, which has affected tutor placement—especially for Spanish-speaking tutors.
- Colleen shared that at Stanton Weirsdale, five teachers left mid-year, requiring tutor reassignment.
- Many partner schools are struggling with staff turnover. Frank noted that Florida ranks 44th nationally in teacher pay, contributing to instability.
- Joanne reported that the STC training session held on September 30, 2025, at Colony Recreation Center was successful.

#### **Grants and Development – Shug Brandell**

- Shug will continue following up with the Duke Energy Grant (\$5,000 annual book donation).

#### **Tutor Meeting Update – Shirley Potts**

- The upcoming Tutor Meeting will be held on October 15, 2025 (3:00–4:30 PM) at Colony Recreation Center.
- The agenda and PowerPoint slides are finalized. This will be the first of two meetings for the 2025–2026 school year.

#### **Technology Committee (E-Learning and Website) – Colleen Vaneps**

- The e-learning course is complete. Shirley and Colleen have administrator access to monitor progress.
- The new website is still under development; some school information is incorrect but will be corrected as updates continue.
- Colleen will continue coordinating with the developer to finalize the new site.

### **5. Book Budget**

(See Books and SBC section above.)

### **6. Board Liaison Reports**

- Leesburg Elementary (Sandy Lynch): Needs six more volunteers; Level 2 clearance required. SBC Laura Fraser plans to distribute books on October 23 (Family Night).
- Beverly Shores (Joanne Cooper): Needs ten more tutors.

- Belleview Santos (Joanne Cooper & Bev Rovelli): Presented overview of Tutors for Kids program to principal and grade chairs; 23 additional tutors requested.

#### **7. Strategic Planning Committee**

- Two subgroups: Tutor Support and School Relations.
- Tutor Support Group has hosted the STC training, developed a Google Drive for tutor resources, and is hosting the October 15 Tutor Meeting.
- The board requested an update on the School Relations progress.
- Frank will discuss the Strategic Planning Committee's focus on School Relationships with Hank.

#### **8. Updated Mission Statement**

The board approved a revised mission statement emphasizing the organization's role in providing trained volunteer tutors to Title I public schools, removing references to Tri-County areas and local decision-making.

- Judy will update the statement in the newsletter.
- Colleen will update it in the orientation class materials
- Shirley will change the Mission Statement on the website.

#### **New Mission Statement:**

Tutors for Kids, Inc. is a nonprofit organization dedicated to strengthening education in our communities by providing trained volunteer tutors to support students in Title 1 public schools. We partner with teachers and schools to improve learning, build skills, and inspire lifelong achievement.

#### **9. All School Koach (ASK)**

Colleen Vaneps was appointed All School Koach(ASK)

This appointment will not be publicly announced until completion of her current technology projects (website development).

#### **10. 2026 Board Meeting Calendar**

Regular Meetings: **All meetings via Zoom, 3:00–5:00 PM**, except the Strategic Planning Meeting

- January 19, 2026
- March 9, 2026
- May 11, 2026
- August 10, 2026
- October 12, 2026

Strategic Planning Meeting: February 2, 2026 (in person)

#### **11. Old Business – None**

#### **12. New Business – None**

### **13. Adjournment**

Meeting adjourned at 4:50 PM.

Josie moved to adjourn; Bev R. supported. Motion carried.

### **Future Board Meetings**

**All meetings via Zoom, 3:00–5:00 PM, except the Strategic Planning Meeting**

- January 19, 2026**
- Strategic Planning Meeting – February 2, 2026**
- March 9, 2026**
- May 11, 2026**
- August 10, 2026**
- October 12, 2026**