

TUTORS FOR KIDS
Minutes
Board of Directors' Meeting
Tuesday, August 21, 2018
3:00 – 4:30 PM
Sea Breeze Recreation Center

1. Call to Order – The meeting was called to order at 3:05 PM by Eileen, with 7 members attending in person: Hank Leavitt, Lynn Leavitt, Jack Graham, Eileen Honohan, Rhonda Casey, Sharon Pearson and Glen Moyer. Teleconference participants were: Carolyn Ruhe and Frank Russo. Not able to attend: Shirley Potts, Linda Deeken, Bob Navarre, Sharon Pierce, Loyola Garcia (leave of absence)
2. The consent agenda items: Minutes of June 19, 2018 and the cash report. Hank moved and Sharon seconded – approved
3. Acceptance of the resignation of Peter Moeller and adoption of a resolution of gratitude: Hank moved, Sharon seconded – approved
4. Approval of the submission of UWLS grant letter of intent: Rhonda moved and Glen seconded – approved
5. Acceptance of 2017 Tutors for Kids Annual Report: Rhonda moved and Lynn seconded – approved with unanimous commendation to Carolyn for the development of the document
6. Committee Reports:
 - a. School/Board liaisons reported on opening of school - Jack reported that Leesburg is looking for returning tutors to begin on 8/27/18 and intends to monitor growth of students who are tutored; Sharon reported that the STC at Belleview Elementary until November so they are off to a slow start; Rhonda reported that Harbour View had a successful Meet and Greet where volunteers distributed 540 books to parents and students; Hank reported that he and a few tutors/STCs met with teachers and were warmly received with some returning tutors beginning at school opening; Glen reported that Stanton-Weirsdale has 2 new STCs who are anxious to begin; Eileen reported for Bob that Beverly Shores is in flux with many new staff, including a new principal. Bob, tutors and the volunteer coordinator will meet in the coming weeks. Muffins for Moms and Donuts for Dads will be scheduled in the future with Tutors for Kids supplying books; Eileen reported that she and the STCs attended 2 meetings with Fruitland Park and school is opening smoothly.
 - b. Ft. McCoy and Rimes Early Learning Centers – Frank reported that the Ft. McCoy STC, Mary Westcott has 9 tutors beginning the process of approval and training; Carolyn met with Rimes staff and they are anxious to have tutors assigned to them – Glen and the phone team will recruit potential tutors for Rimes
 - c. Strengthening the Role of the STCs – Rhonda reported that STC workshops were held on August 9 and August 10 with about 75% of STCs participating along with several Board members. The workshops provided an overview of the role of an STC and technical training for the email and database systems. Rhonda recommended offering this workshop on an annual basis.

- d. General Tutor Meetings – Lynn distributed a revised overview of topics for meetings and reviewed facilitators assigned for each date. We are seeking another teacher for the panel – Eileen will ask a teacher at Fruitland Park. Frank and Carolyn will open the September meeting with Board members facilitating the questions. The October meeting will be co-led by Eileen and Linda Deeken. Rhonda will approach Debbie Mailloux (STC/tutor) about assisting with the December meeting – another volunteer is needed. Rhonda will coordinate the February meeting and will seek an expert to provide guidance for tutors. March is STCs only and will follow the format from last year. April's meeting will be facilitated by Frank and Carolyn.
 - e. Book Committee – The book inventory at Wildwood Elementary needs to vacate the school by 8/31/18 due to space constraints. Alternatives in the neighboring schools were explored but fruitless. Eileen reached out to T&D Distribution to inquire about their ability to provide storage space and is waiting for a response. Hank and Bob will talk with Mr. Temple about a longer-term solution. Eileen will communicate with the SBC and book volunteers at Wildwood.
 - f. Grant Funds Received – Eileen reported that we received a \$5000 grant from Duke Energy and our quarterly grant from UWLS for \$7500. Duke Energy would like a photo with students from a Marion County School.
 - g. Dr. Tran's proposal – Discussion about this creative offer from Dr. Tran and the manner in which it should be structured. It was agreed that this item be moved to a future agenda.
 - h. Publicity – Articles have run in the online Villages-News and in the Stonecrest section of The Daily Sun.
 - i. New Tutor Training – Dates are set for the year and Carolyn and Frank plan on leading the sessions. There is a need to develop additional trainers to assist with this important responsibility.
7. Other Business:
 - a. Glen announced that he and his phone team have potential tutors awaiting assignment so they need input from STCs about where there is need.
 - b. Purchase new supply of tote bags – Glen moved and Jack seconded that Carolyn order additional tote bags (up to \$500) – approved
 8. Adjournment – 4:30 PM

OPEN ITEMS

Including Jolyn Joslin's proposal in a newsletter
By-laws review
General Tutor Meetings
Wildwood Book Storage
Training Team
Dr. Tran's proposal

**Next Board Meeting is Tuesday, November 13, 2018 – 3 – 5 PM
Laurel Manor Recreation Center**