

7145 Babcock Street, S.E.
Palm Bay, Florida 32909
Phone (321) 723-0650
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www.royalpalmcharter.com

6/26/25

Board of Directors Meeting Agenda

Directors:

Erik Brown, President
Alisha D'Alessandro Rozynski, Vice President
Kyley Haynes, Treasurer
Rachel Costa, Secretary

- I. **Call to Order** *Brown called the meeting to order. Rozynski 2nd*
- II. **Roll Call** *Zoom: Brown, Rozynski, Haynes, Costa, In person – Sviben, Becka*
- III. **Reports and Presentations:** *Brown motioned to adopt the agenda, with the move of the operating budget to after the admin update, since the strategic plan will review will explain the numbers in the budget*
 1. **Financial Update** *moved to discuss after Admin update*
 - i. **Preliminary Operating Budget 2025-2026** *Becka reviewed attached preliminary budget to include the items in the strategic plan*
 2. **Admin Update – Sviben**
 - i. **Strategic Plan** *Sviben reviewed attach document going through staff, pay conversation to include 2% increase for all staff, there was no increase last year. The millage compensation charts will still remain this school year. Reviewed curriculum purchases. New this year is the addition of Heggerty Bridge to Reading for grades K-3 – noticed that students are missing foundational skills, this program will guide whole group phonics and phonological awareness instruction and will continue to use CKLA for Reading Skills and Comprehension.*
 - ii. **Enrollment Update** *Primary grades are full, openings in 3rd-6th, still have people calling, so hopefully the school year will begin full or close to it*
 - iii. **Staff Update** *Sviben hired new staff, K Witte (VPK Director Experience), 1st Spriggs (K experience), 2nd Malatesta (VPK experience), Mid Math Coles(6/8 grade experience) Re-hire 4th Peterson (4th/2nd experience). Still outstanding opening for 6th ELA/SS, but several interviews are set up. All of the candidates came from direct contact to Sviben about being interested in working at RP – did not receive through Indeed ads*
 - iv. **Facilities Update** *Finally have CO and waiting for furniture arrival any day, Prometheans were installed and teachers will have training during back to school meetings. Access points still have to be installed in entry doors in new building and new office doors, as well as the covered walkway between new building and Building A. Sviben mentioned interest in getting a covered basketball court added behind the new building. Waiting on specific numbers, the initial number was 89,000 for the covered part, but that does not include the site work or concrete so will discuss further at another meeting,*
 1. **Ribbon Cutting** *Discussed having the ribbon cutting at the Meet the Teacher on Saturday, August 12th so that the rooms will be much more together. The other possibility is the first day of school. Sviben will invite the board once a decision has been made.*
 3. **Discuss Possible Board Members**
 - i. **Haynes' recommendation,** *Sviben did not receive the candidate's resume. Wondering if there is still interest, Haynes will reach out again regarding the resume and invite to the next meeting.*

IV. **Consent Agenda:** *Haynes motioned to adopt the consent agenda, Costa 2nd*


1. Approve Board Meeting Minutes 4/17/25
2. Approve 25-26 Board Meeting Calendar
3. Approve 25-26 Preliminary Operating Budget
4. Approve New Hires – Witte, Spriggs, Malatesta, Peterson, Coles, Otero

V. **Non-Consent Agenda:**

1. Next Meeting: Thursday, August 21, 2025 at 4:30PM

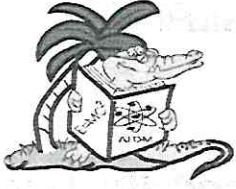
VI. **Public Comment:** *None*

VII. **Motion to Adjourn:** *Rozynski motioned to adjourn, Costa 2nd*



Signed by Erik Brown, President

8/21/2025
Board Meeting Date



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Board of Directors Meeting Agenda

Directors:

Erik Brown, President
Alisha D'Alessandro Rozynski, Vice President
Kyley Haynes, Treasurer
Rachel Costa, Secretary

I. Call to Order

II. Roll Call

III. Reports and Presentations:

1. Financial Update
 - i. Preliminary Operating Budget 2025-2026
2. Admin Update – Sviben
 - i. Strategic Plan
 - ii. Enrollment Update
 - iii. Staff Update
 - iv. Facilities Update
 1. Ribbon Cutting
3. Discuss Possible Board Members
 - i. Haynes recommendation

IV. Consent Agenda:

1. Approve Board Meeting Minutes 4/17/25
2. Approve 25-26 Board Meeting Calendar

V. Non-Consent Agenda:

1. Next Meeting: Thursday, August 21, 2025 at 4:30PM

VI. Public Comment:

VII. Motion to Adjourn:

	25-26 Enrolled	Waitlist
VPK	30	15
K	36	15
1 ST	36	18
2 ND	35	13
3 RD	34	6
4 TH	42	0
5 TH	43	2
6 TH	39	4
7 TH	43	2
8 TH	44	5
	345 (375)	

Board of Directors Meeting Calendar 2025-2026

All meetings held at Royal Palm Charter School at 4:30 PM unless indicated otherwise

Thursday, August 21, 2025

Thursday, October 16, 2025

Thursday, February 12, 2026

Thursday, April 16, 2026

Thursday, June 18, 2026

Strategic Planning 2025-26

Staff

Non-returning: Rexach, Rizzotti, Shafer, Snell, Leedy
Vega to K (K/1 loop)
Blank to 3rd
5th and 6th to return to two teacher departmentalized
Boneta/Jones 5th
Wenzlawsh/new hire 6th
ESE - add VanNess
K - Crystal Witte New Hire
1st - Mattie Spriggs New Hire
2nd - Alexis Malatesta New Hire
4th ELA - Alyssa Peterson Re-Hire
6th ELA
MS Math - Kelsea Coles New Hire
Elementary PE - Jean Otero New Hire (Alumni)

Teacher Schedule changes

Every other Friday - PE/STEAM
Densler take over Gifted
Add library W/TH
5th/6th changing to a two
teacher swap rather than 4

Teacher Pay

2% increase
Continue paying 100% employee benefits
Continue longevity bonuses 25300+
Continue Millage Plan - 1 time Premium Pay/Supplements
Steelman - add Stipend for taking over ESE Department \$5,000
Admin bonuses for B Rating

Teacher Salary
Increase

MILLAGE
MILLAGE

Curriculum

Heggerty Reading K-2	14,520	
US History - Land of Hope Books	825	
Go Math Renewal	750	
CKLA/Amplify Renewal	850	
Top Score Renewal	2643.84	
Reflex/Frax	4600	
Accellerated Reader	4000	*pre-paid this
Stemscopes Renewal	11,000	
FrogStreet VPK	400	
ESE Materials		
Pearson KTEA	720.5	
Multi Health Systems	425	
FACTS - RenWeb	5,000	
REMIND app	2550	

Materials

Art Supplies	1000
PE Supplies	1000

Social/Emotional

Franklin Covey Materials/Renewal	25000
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Technology

Phase out machines that cannot run Windows 11	3,400	teacher laptop replacements
Replace Smart Boards x3 with Promethean	9000	SURTAX

Training

BEST Reading Standards	5,000
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Building

Covered walkway between buildings	15,000	
Take down 2 walls in Building A	5,000	
Room divider for Art Room	250	
Cut down brush around Perimeter	3,000	
Fix covered patio	3,270	
Access for Building A and New Office Doors	15,000	
Covered court	89,000	*awning concrete

TOTAL	177470
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ROYAL PALM CHARTER SCHOOL
Preliminary Operating Budget SY 2025-2026

FTE 340

	General	Title-I	Food Service	Debt Service	Capital Outlay	Total Operating Budget	ACTUALS PROJECTED 06/30/2025	ACTUALS 06/30/2024
REVENUES								
NSLP Lunch Revenue	-	-	171,695	-	-	171,695	161,527	175,712
FEFP	2,755,709	-	-	-	-	2,755,709	2,675,446	2,561,254
ESSER	-	-	-	-	99,344	99,344	66,229	21,222
District capital sharing	-	-	-	-	-	-	336,816	311,300
District millage sharing	336,816	-	-	-	-	336,816	208,577	195,886
Capital Outlay	-	-	-	-	191,540	191,540	326,754	332,380
Sales surtax	-	-	-	-	245,066	245,066	27,613	6,392
IDEA	27,613	-	-	-	-	27,613	-	29,905
UNSig Grant	-	-	-	-	-	-	111,279	69,430
Before/After Care Fees	115,400	-	-	-	-	115,400	(16,096)	37,627
Student Activities	21,630	-	-	-	-	21,630	-	-
TOTAL REVENUE	3,257,168	-	171,695	-	535,950	3,964,813	3,898,145	4,003,547
EXPENSES								
5100 Basic Education								
100 Salaries								
120 Classroom Teacher	1,248,197	-	-	-	-	1,248,197	1,204,634	1,250,933
121 Classroom Teacher - Bonus	13,500	-	-	-	-	13,500	12,100	17,768
122 Ad Valorem Millage	215,562	-	-	-	-	215,562	121,795	126,363
125 Substitutes	23,800	-	-	-	-	23,800	48,483	31,710
200 Employee Benefits								
210 Retirement	24,964	-	-	-	-	24,964	16,765	21,854
220 Social Security	89,465	-	-	-	-	89,465	97,868	109,971
230 Group Insurance	225,000	-	-	-	-	225,000	191,224	185,705
240 Worker's Compensation	7,017	-	-	-	-	7,017	18,675	-
250 Unemployment Compensation	9,072	-	-	-	-	9,072	419	524
300 Purchased Services								
310 Professional & Technical Services	52,000	-	-	-	-	52,000	49,504	1,285
330 Travel	2,100	-	-	-	-	2,100	2,097	2,436
365 Software subscriptions	37,500	-	-	-	-	37,500	36,427	-
390 Other Purchased Services	-	-	-	-	-	-	-	-
500 Supplies								
510 Supplies	21,000	-	-	-	-	21,000	19,540	55,769
520 Textbooks	68,284	-	-	-	-	68,284	42,412	47,993
600 Capital Outlay								
642 Noncapital FF & E	6,000	-	-	-	22,000	28,000	6,882	-
643 Capital Computer Hardware	-	-	-	-	-	-	8,472	-
700 Other Expense								
730 Dues and fees	-	-	-	-	-	-	-	2,719
Sub Total 5100	2,043,460	-	-	-	22,000	2,065,460	1,877,297	1,855,030

ROYAL PALM CHARTER SCHOOL
Preliminary Operating Budget SY 2025-2026

FTE

340

	General	Title I	Food Service	Debt Service	Capital Outlay	Total Operating Budget	ACTUALS PROJECTED 06/30/2025	ACTUALS 06/30/2024
5200 Exceptional Education								
100 Salaries								
120 Classroom Teacher	214,758					214,758	218,107	229,000
121 Classroom Teacher - Bonus	3,700					3,700	2,900	3,128
122 Ad Valorem Millage	40,418					40,418	41,780	28,993
124 Ad Valorem Premium Pay	-					-	-	-
200 Employee Benefits								
210 Retirement	5,178					5,178	4,791	6,321
220 Social Security	15,864					15,864	17,944	16,535
230 Group Insurance	28,476					28,476	20,140	20,023
240 Worker's Compensation	1,244					1,244	1,309	-
250 Unemployment Compensation	1,890					1,890	55	78
300 Purchased Services								
310 Professional & Technical Services	-					-	-	3,754
Sub Total 5200	311,529					311,529	307,025	307,832
6120 Guidance Services								
100 Salaries								
130 Other Certified Personnel	65,397					65,397	59,158	7,999
131 Other Certified Personnel-Bonus	100					100	100	-
122 Ad Valorem Millage	13,473					13,473	2,050	-
200 Employee Benefits								
210 Retirement	1,308					1,308	92	56
220 Social Security	4,576					4,576	4,691	611
230 Group Insurance	5,982					5,982	-	19
240 Worker's Compensation	359					359	355	-
250 Unemployment Compensation	378					378	39	5
Sub Total 6120	91,573					91,573	66,484	8,690
6400 Staff Development								
300 Purchased services								
330 Travel & Training	13,000					13,000	-	10,920
Sub Total 6400	13,000					13,000	-	10,920
6500 Instructional Technology								
300 Purchased services								
360 Rentals	61,392					61,392	53,325	74,251
500 Materials & Supplies	32,488					32,500	31,176	5,055
510 Supplies								
600 Capital Outlay								
642 Noncapital FF & E	9,000					9,000	7,200	15,993
Sub Total 6500	102,880					102,892	91,701	95,299

ROYAL PALM CHARTER SCHOOL
Preliminary Operating Budget SY 2025-2026

FTE 340

	General	Title I	Food Service	Debt Service	Capital Outlay	Total Operating Budget	ACTUALS PROJECTED 06/30/2025	ACTUALS 06/30/2024
7300 School Administrative								
100 Salaries								
110 Administrator	189,478					189,478	193,508	190,588
160 Support Personnel	90,790					90,790	90,666	86,768
121 Admin Bonus	5,200					5,200	5,200	6,823
122 Ad Valorem Millage	50,522					50,522	45,649	43,794
200 Employee Benefits								
210 Retirement	10,080					10,080	10,377	13,205
220 Social Security	20,982					20,982	25,513	27,915
230 Group Insurance	36,959					36,959	26,564	24,595
240 Worker's Compensation	1,646					1,646	1,161	11,433
250 Unemployment Compensation	1,512					1,512	61	73
300 Purchased Services								
310 Professional & Technical Services	16,031					16,031	4,697	29,114
320 Insurance and Bond Premiums	29,545					29,545	30,511	16,286
330 Travel	3,120					3,120	3,887	1,237
365 Software Subscriptions	8,953					8,953	9,469	1,501
370 Communications	9,471					9,471	9,471	12,061
390 Other Purchased Services	1,152					1,152	1,152	2,824
500 Supplies								
510 Supplies	6,300					6,300	6,273	8,092
600 Capital Outlay								
642 Noncapital FF & E	1,000					1,000	-	639
644 Noncap Computer Hardware	1,000					1,000	-	4,170
700 Other Expense								
730 Dues & Fees	46,500					46,500	45,963	43,373
Sub Total 7300	530,240					530,240	510,122	524,491
7500 Fiscal Services								
300 Purchased Services								
310 Professional & Technical Services	72,000					72,000	73,000	63,500
Sub Total 7500	72,000					72,000	73,000	63,500
7600 Food Service								
100 Salaries								
160 Cafeteria - Other Support Personnel			89,315			89,315	85,646	93,776
161 Cafeteria - Other Support Bonus			1,000			1,000	1,000	5,756
122 Ad Valorem Millage			16,841			16,841	5,003	-
200 Employee Benefits								
210 Retirement							426	991
220 Social Security							6,834	7,918
230 Group Insurance							7,339	7,080
240 Worker's Compensation							685	-
250 Unemployment							1,022	55
500 Materials & Supplies								
570 Food Supplies			75,000			75,000	73,693	69,834
600 Capital Outlay								
642 Noncapital FF & E			2,200			2,200	220	5,820
Sub Total 7600			201,286			201,286	181,868	191,230

ROYAL PALM CHARTER SCHOOL
Preliminary Operating Budget SY 2025-2026

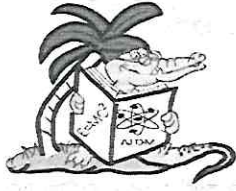
FTE 340

	General	Title I	Food Service	Debt Service	Capital Outlay	Total Operating Budget	ACTUALS PROJECTED 06/30/2025	ACTUALS 06/30/2024
7900 Operation of Plant								
300 Purchased Services	29,545				-	29,545	29,545	42,923
320 Insurance and Bond	3,367				-	3,367	5,952	20,493
350 - Repairs	9,317					9,317	9,317	15,619
380 - Public Utility Services	96,920					96,920	88,109	85,958
390 - Other Purchased Services	51,382					51,382	46,711	51,974
400 Energy Services	12,500					12,500	11,580	10,703
430 Electricity								
500 Supplies								
510 Supplies								
600 Capital Outlay					130,520	130,520	-	42,776
630 Building and Fixed Equipment	203,031				130,520	333,551	191,215	270,446
Sub Total 7900								
9100 Community Services								
100 Salaries	12,171					12,171	15,261	15,233
160 Other Support Personnel	3,368					3,368	900	-
161 Other Support Personnel-Bonus							6,222	-
122 Ad Valorem Millage								
200 Employee Benefits								
210 Retirement								558
220 Social Security	913					913	76	1,320
230 Group Insurance	1,339					1,339	3,831	8,031
240 Worker's Compensation	72					72	122	-
250 Unemployment Compensation	756					756	22	18
500 Supplies	500					500	-	-
510 Supplies	19,119					19,119	26,434	25,160
Sub Total 9100								
9200 Debt Service								
700 Other Expense								
710 Redemption of Principal				30,921		30,921	28,511	38,903
720 Interest				270,369		270,369	272,779	205,892
710 Redemption of Principal-new				13,780		13,780	-	-
720 Interest-new				154,413		154,413	143,303	37,852
Sub Total 9200								
TOTAL EXPENSE	3,386,832		201,286	469,483	152,520	4,210,133	3,769,739	3,635,245
EXCESS REVENUES OVER EXPENDITURES	(129,663)		(29,592)	(469,483)	383,430	(245,320)	128,405	368,302
NET CONSTRUCTION							-	(275,396)
EXCESS REVENUES OVER EXPENDITURES	106,232		(29,592)	(469,483)	383,430	(9,413)	128,405	92,906
BEGINNING FUND BALANCE	1,143,870					1,143,870	1,050,964	1,050,964
ENDING FUND BALANCE	1,014,207		(29,592)	(469,483)	383,430	898,550	1,179,369	1,143,870

Erik Brown, Board President

**ROYAL PALM CHARTER SCHOOL
 AMENDED Budget 2025-2026 VPK**

	BUDGET 2025- 2026	ACTUALS PROJECTED 06/30/2025	ACTUALS 06/30/2024
REVENUES			
State revenue	\$ 92,571	\$ 92,571	\$ 92,091
Wrap program	59,000	-	-
TOTAL REVENUES	<u>151,571</u>	<u>92,571</u>	<u>92,091</u>
EXPENDITURES			
5500 VPK			
Other certified personnel	117,549	115,109	163,119
Total Instruction Salaries	<u>117,549</u>	<u>115,109</u>	<u>163,119</u>
Retirement	2,351	2,094	2,795
Payroll taxes	10,328	8,749	12,962
Health insurance	17,761	15,985	13,768
Workers compensation	691	460	652
Total Instruction Benefits	<u>31,132</u>	<u>27,289</u>	<u>30,177</u>
Supplies	750	-	-
Total VPK Other	<u>750</u>	<u>-</u>	<u>-</u>
TOTAL EXPENDITURES	<u>149,431</u>	<u>142,398</u>	<u>193,296</u>
EXCESS REVENUE OVER EXPENDITURES	<u>2,140</u>	<u>(49,827)</u>	<u>(101,205)</u>
FUND BALANCE, BEGINNING	\$ (233,601)	\$ (183,774)	\$ (82,569)
FUND BALANCE, ENDING	<u>\$ (231,461)</u>	<u>\$ (233,601)</u>	<u>\$ (183,774)</u>



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4/17/25 @ 4:30PM

Board of Directors Meeting Agenda

Directors:

Erik Brown, President
Alisha D'Alessandro Rozynski, Vice President
Kyley Haynes, Treasurer
Rachel Costa, Secretary

- I. Call to Order** *Brown called meeting to order, Costa 2nd*
- II. Roll Call** *Brown, Rozynski, Haynes, Costa, and Becka attended via zoom, Sviben in person*
- III. Reports and Presentations:** *Rozynski motioned to adopt agenda, Haynes 2nd*
1. Financial Update *Becka reviewed amended budget and recommended approving the amended moving millage compensation to capital line item where it should have been originally, and adjusting the interest rate/ construction loan details so not showing over budget since the preliminary numbers were based on the building being completed earlier. Currently showing net \$72,000 in profit. Rozynski motioned to approve amended budget, Haynes 2nd*
 - i. BVA
 2. Admin Update – Sviben
 - i. Enrollment Update *Sviben reviewed the enrollment chart, current enrollment for 25-26 is looking good with most grade levels full or almost full, but reminded board that these numbers constantly fluctuate through out the summer*
 - ii. Staff Update *Sviben is still teaching 4th grade and plans to until the end of the year. She's started interviewing for 25-26 school year. She's been receiving emails with resumes of teachers that are interested in teaching at RP.*
 - iii. Facilities Update
 1. New Building Progress *The school finally go the Certificate of Occupancy but no movement is going to take place until the last week of school. Still need to get the access points on the doors and the covered walkway completed*
 2. Furniture Acquisition *Sviben wanted approval to purchase new furniture for the classrooms in the new building, had no luck trying to get corporate sponsors/donations. About \$65,000 that will be considered pre-paid expenses for 25-26 school year.*
 1. 18 chairs, 18 desks \$61,518.64 for 8 rooms
 2. 8 metal locking cabinets, one per room \$940.72
 3. 16 metal bookshelves, 2 per room, \$1,638.40
 3. Ribbon Cutting *Sviben would like to do something that coincides with the Meet the Teacher Day or first day of school, mentioned PB Chamber is willing to help support*
 3. Discuss Possible Board Members
 - i. Haynes recommendation *Samantha Disbro, she works for State Farm and is looking to open an office in the area, and is interested in being a part of the board. Kyley will invite her to the June meeting*
- IV. Consent Agenda:** *Brown motioned to adopt consent agenda with the additions of Approving Amended Budget and Approving Furniture Purchase, Costa 2nd*
1. Approve Board Meeting Minutes 2/20/25
- V. Non-Consent Agenda:**

1. Next Meeting: Thursday, June 19, 2025 at 4:30PM

VI. **Public Comment:** *None*

VII. **Motion to Adjourn:** *Brown motioned to adjourn Rozynski 2nd*

Approved

Erik Brown, Board President

Date