

Tallahassee Classical School

Board Meetings

August 12, 2020 at 6:00 pm

4141 Artemis Way

Tallahassee, FL 32311

Board Members Present: Jana Sayer, Ben Graybar, Priscilla West

Staff Present: Adrienne Campbell, David Chambers and Karen Roland

Others Present: None

Meeting called to order at 6:12pm.

1. Approval of the Previous Meeting's Minutes – provided in board packet - Priscilla moved to approve, Jana seconded it, Unanimously Approved
2. Public Comment
 - *Public comment is limited to three minutes per person. A group of persons speaking collectively on a subject is limited to 15 minutes. For an extended presentation, please contact the Board Secretary at least seven days prior to a meeting.*
3. Review pertinent authorizer correspondence since previous meeting: In touch with FOCUS team, working to ensure all teachers are up and running in all platforms
 - a. Dept of Educ - Request for all charters to fill out a survey on their authorizers.
 - b. District Liaison - Shared her phone number and requested a copy of our charter contract.
 - c. Dr. Moore has chosen to take all charter schools off the inter county mail system, including student files. We contacted our authorizer to resolve this issue. The delivery route goes right pass us. This is discriminatory against charter schools and not bioenvironmental friendly. We have requested the assistance of our Charter School Liaison and are awaiting resolution.
4. Principal's Report
 - a. Enrollment - 32 Students Waitlist - 2, 4, 6th grade; 44% W, 34% AA, 10% Hispanic, 7% Asian, 5% Multi; 51% M, 49% F; 475 Registered
 - b. Distance Learning - 121 Opted In; One teacher from each grade level assigned.
 - i. Committing to a full semester of DL, but if ALL want to return after 9 weeks then we can manage classroom size.
 - ii. If every family gets one computer (not including siblings), we have used 70 out of the 80 google chrome books. We do not have solution if we all have to go distance learning
 - iii. Tech Pick-up; Friday - Aug 28th picking up technology and materials to start on 31 August
 - iv. New Student Orientation Video for All Scholars and Family - Release on Monday August 24th
 - v. Meet the Teachers - in person/distance learning - will have both
 1. K-5: August 27 - 3 90 minute Blocks
 2. DL 6-8: August 27
 3. August 28 6-8: A-P and P-Z split up
 4. DL Students will P/U on 28th August
 - c. Hiring -Need Full-time/Part-time Custodian; Substitute Teachers; Bookkeeper
5. Business Manager's Report

- a. Facility update -
 - i. Received our Certificate of Occupancy
 - ii. Will have walk-thru and training of systems next week by builder
- b. National School Lunch Application status
 - i. Free and Reduced Lunch Application in the Orientation Packet
 - ii. Passed the Kitchen Health Inspection - Aug 24 training staff
6. Board Audit Committee Report (F.A.C.E.)
 - a. Financials – revised June financials provided in board packet - Ben motioned to approve, Priscilla seconded it. Unanimously approved.
 - b. Achievements – nothing to report
 - c. Compliance – Certificate of Occupancy issued July 9, 2020
 - d. Environment – Visitor Aware drop off/pickup - System to ensure the safety/security of the kids by scanning for pick-up. There is an app to download and the parents will notify the teacher via the app when they are in the car lane. When the child is picked up, their barcode is scanned and entered in the system.
 - e. Environment – Visitor Aware visitor management
7. Development Committee
 - a. Gift to acknowledge: Bo Pittman -8 Beautiful Prints related to Fl History and 2 Prints related to Underwater. We plan on having them framed and hang for everyone to enjoy.
 - b. Gift to acknowledge: Dr.Alan Chen - \$10K Donation to our School. He toured our school and was impressed with our educational offerings.
8. New Business
 - a. Landscaping contract – quotes provided in board packet
 - i. Ben motioned for D&M, Priscilla seconded it; Unanimously approved
 - b. AC maintenance contract – quotes provided in board packet - on hold now
 - c. Building automation contract – provided in board packet
 - d. School calendar – provided in board packet - If LCSB begins to consider extending the start date beyond Labor Day, we will request to be placed on LCSB agenda to mutually agree upon a start date no later than 9/8/2020.
 - e. Wellness Policy revised – provided in board packet; Priscilla moved to approve, Joni seconded it; Unanimously approved.
 - f. Teacher Contract memo and amendment – provided in board packet - Priscilla motioned to approve, Jana seconded it. Unanimously approved.
9. Upcoming events
 - a. August 19, 2020 - Tentative meeting
 - b. August 24, 2020 – board meeting
 - c. August 31, 2020 – first day of school
 - d. September 2, 2020 – board meeting
 - e. September 21, 2020 – board meeting
10. Motion to Adjourn by Ben at 8:58pm; Priscilla seconded; Unanimously Approved

[\e-signed](#) by Joni C. Scott-Weideman\\

Submitted by Joni C. Scott-Weideman, TCS Board Secretary