

Tallahassee Classical School
Board Meeting Minutes
4141 Artemis Way
Tallahassee, FL 32311
February 22, 2021 at 6:30 pm

Board Members Present: Alan Chen, Priscilla West, Jana Saylor, Barney Bishop,
Joni Scott-Weideman, Jennings De Priest

Staff Present: Karen Roland, Britton Smith

Others Present: Matt Mohler

Meeting called to order at 6:36pm.

1. Approval of the Previous Meeting's Minutes – provided in board packet - Barney motioned to approve as seconded; Joni 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 -
4. Principal's Report
 - a. Hillsdale January 2021 visit report – included in board packet - On Agenda for review at next meeting in March- Very pleased with improvements the Teachers made in the Fall. More classical pedagogy than the Fall and better adherence to curriculum. Saw improvements in behavior in middle school and 5th grade.
 - b. February 2021 FTE Week report - Occurred while Mr. Smith was at Hillsdale. Vanessa Suarez went well. Had some minor submission errors due to Corona virus and quarantine and also virtual learning due to inheriting errors from school transfers. We could not go back and complete the students ESE and ELL when the other school didn't count the previous year. The category where we had errors that we knew we needed to work on was on Teacher certifications - reading and ESOL endorsements. All in all, he was pleased with performance
 - c. Safety Patrol - Mr. Tilley and Ms. Hines - Safety patrol will perform flag duty, helping out with car lines, hallway monitors in the morning. Going to be a selective process and the students will be vetted before being accepted. 6th grade and above will be allowed to apply. Trying to include 5th grade but the schedule is difficult.
 - d. COVID-19 Vaccinations - included in board packet - Leon county schools sent an email to Ms. Campbell and Mr. Chambers asking if we were interested in faculty and admin and a date to respond by. Obviously Ms. Campbell's email went back to them with an out of office email. Mr. Chambers was out of office on quarantine. Emails need to be updated, with more than one admin.
 - e. Mid-Year Teacher Evaluation Results – included in board packet - All evals done for 30 minutes, every teacher. It has been reviewed with the teachers. We are falling primarily in the “needs improvement – 4” range because our teachers are great but not Classically trained. This group is the bulk of our Teachers. We have very few teachers leaning towards unsatisfactory but mostly due to curriculum pacing in the classroom and classroom management. We have some that are a 5 - that are in step with being classically trained.

- i. Consider Rewarding Teachers who scored a 5. Does Florida allow us to fundraise for Teacher Bonus? If this is possible, we would like to honor teachers who are performing so well.
 - ii. Intent to Return forms are being collected from teachers this week, so we know who is not returning and who is wanting to return. Also, what Teachers would like to be involved with club sponsorship, sports and additional duties.
 - f. Hiring update – Hillsdale’s job fair had several students that were interested in Tallahassee Classical School. There were around 50 resumes available online, but many more interested in our school. Our table’s sign in book showed 32 visitors to the table. Mr. Smith made 15 interview appointments for last week. 17-18 total including local teachers and interviews. If interviewee is remote, they send a 10-15 minute video of teaching a lesson. Local Teachers come in and do a demo lesson in person. Hiring is going well.
 - g. Staff Satisfaction Survey - 50/50% split with Admin Continuity - needs improvement. 90% Positive Response for Teachers Believing in the Classical Mission of the School. Several Teachers commented about Admin team being too small. We do plan on using funds to hire more front office staff.
 - h. End of Year Celebration for the Families
 - i. Teachers/Board Mixer - Possibility April? - Dorothy Oven Park
 - j. Fall 2021 Enrollment update - see School Mint Dashboard; Enrollment Projection is 522; Current school body has a 95% re-enrollment rate. We have a waitlist in Kindergarten and 4th grade.
 - k. Current Year Enrollment - We currently have 386 enrolled.
- 5. Business Manager’s Report
 - a. USDA Commodities application update - Opportunity to apply for USDA food and then SLA would actually buy it from us.
 - b. Status of SLA concerns (health violations and food quality) - Karen spoke with her representative and the Bosses came. They were shown the food pictures and different violations. They agreed the quality was not what we agreed to when we signed up with them. Changes will be coming with a new leadership team in the kitchen.
 - c. SSO Summer Meals from June 10 to June 30 - Provide two free meals for students. We have 120 students in Free and Reduced lunch, if they don’t come and get it during those two weeks we will be upside down in costs. At this time, the free lunch program has not been extended beyond June 30. We need to do a survey to see how many would be interested in picking up meals.
- 6. Board Audit Committee Report (F.A.C.E.)
 - a. Financials – January 2021 financials included in board packet -
 - i. Recommendation to explore the possibility of storing some funds in a diversified account; Barney motioned to approve; Alan seconded it. Unanimously approved.
 - b. Achievements – nothing to report
 - c. Compliance – nothing to report
 - d. Environment – Sand Mining update from Dr. Alan Chen. Sand mining application has been withdrawn.
- 7. New Business
 - a. Out of Field Teachers – included in board packet - Can be out of Field for 3 years, but they have to have started the process within one year. Barney motioned to approve, Joni seconded it. Unanimously approved.

- i. Letter will go out to parents of children taught by these teachers to notify them; also this will be posted on the website.
 - b. Matt Mohler board application – included in board packet - Matt has 5 children, 3 go here and 4 will go next year. He has a vested interest in seeing the school succeed not only for his children but also to support diverse options for education in Florida. He grew up with a family who is heavily involved in education. He is excited for our board. Barney moved to have Matt on the board; Jana seconded it. Unanimously approved.
 - c. Summer Camps – email and sample YMCA contract included in board packet
 - i. Discuss with Insurance Agent Coverage that they are Primary; and a hold harmless - Matt Mohler will have conversation with Wade Shapiro
 - ii. Then will discuss options with I-9 for summer
 - d. Guardian Program – article included in board packet - Went into Executive Session at 8:55 and out at 9:10pm
 - e. Parent Contract – included in board packet; Barney moved to approve the parent contract contingent upon it agreeing with the current policy regarding volunteer hours. Alan seconded it. Unanimously approved.
 - f. 2021-22 Schedule of Proposed Fees – included in board packet. Barney moved that we approve the schedule; Alan seconded it.
 - g. Bus transportation – included in board packet - Joni motions no busses. Alan seconded it. Unanimously approved.
 - h. Audit Firm Recommendation from Audit Committee - Barney moves that we accept the recommendation to have King and Walker as our audit firm contingent upon them meeting our time line in our RFP. Priscilla seconded it. Unanimously approves
 - i. Media Communications Policy - proposed update included in board packet - Barney makes a motion to amend the public policy to state the Principal and Board Chairman rather than the whole board. He also suggests developing talking points written for different scenarios and obtaining public speaking training. Priscilla seconds it. Unanimously approved
8. Upcoming meetings and events
 - a. March 22, 2021 – board meeting
 - b. April 22, 2021 – Curriculum Showcase
 - c. April 22 - 25, 2021 – Hillsdale board training
 - d. May 6, 2021 – 2nd Annual Tallahassee Classic

Joni motioned to adjourn the meeting. Barney seconds it. Unanimously adjourned at 9:39pm.

\\e-signed by Joni C. Scott-Weideman\\

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