

Tallahassee Classical School
Board Meeting Agenda
4141 Artemis Way
Tallahassee, FL 32311
June 28, 2021 at 6:00 pm

Board Members Present: Chen, Clark, Sayler, West, Mohler, Bishop, Diaz, DePriest
Staff Present: Smith, Roland, Carrasquilla, Campbell
Others Present: none

Meeting called to order at 6:06 PM.

1. Approval of the Previous Meeting's Minutes – Clark moves to approve, Chen seconds, motion passes.
Barney recommends keeping track of excused vs unexcused board absences.
2. Public Comment
 - *None.*
3. Review pertinent authorizer correspondence since previous meeting
Mr. Smith shares Mr. Bishop's work in chronology of efforts to restore funding from LCS. Delays in providing the funding – Naomi Coughlin (dir FTE) reported CFO was not in last week, wants to resolve quickly, needs approval from Superintendent. Indicates that they do not have to pay the full amount, but rather a “reasonable” amount. No further info. Bethany Swanson indicates that DOE will support TCS. Barney will call LCS tomorrow.
4. Principal's Report
 - a. Hiring update – 21 new hires thus far, 2 outstanding offers, 6 openings (2 first, 1 second, 1 upper math, 1 upper science, 1 ESE.) Optimistic about where we stand. Classical pipeline providing many strong candidates, most with experience. DePriest asked for update on arrangement w/ Teachers of Tomorrow for certifications – Smith indicates that an agreement was reached, Dr. McClenny is working with them toward this aim. Optima Foundation says that Florida will soon allow charter schools to offer their teachers in-house certification training.
 - b. 2021-2022 Enrollment update – Net enrollment 575. There will be 30 classes, 10 grades, current wait list is 56. (Expected attrition 60.) Note: 11-12 students on a waitlist justifies adding another teacher/section. Should be less than 5 vacant classrooms next year. (Extra rooms useful for testing, discipline, breakroom, etc.) Need to strike balance between filling the building for funding mortgage, and filling too quickly – due to delay in construction of Upper School building. Also concern for building and maintaining school culture. Excessive additions dilute culture.
5. Board Audit Committee Report (F.A.C.E.)
 - a. Financial – May 2021 financials – delayed. (CPA firm had a change in process as of late Friday.) Ms. Roland provides an interim Financial report from QuickBooks for Board review. Barney moves to approve, John seconds, motion passes.
 - b. Achievements – 3rd grade reading test results – matched LCS average and FL state average. Mohler asks how does this compare with other first-year charter schools, or weighted average of our students' zoned schools. Campbell reminds that St Johns, Pineapple Cove, and other classical charters were C schools in their first

year and estimates that we are a B-C school for now. Individual student scores reflect that many ESOL students chose distance learning.

- c. Compliance – Updated Conflict of Interest form is due from all Board members.
- d. Compliance – one minute of silence provided in board packet – new law effective July 1st.
- e. Compliance – CPR provided in board packet – Freshmen & Juniors in HS now have a required hour of CPR instruction. Discussion around Red Cross or other organization coming in to do this, possibly invite parents also for a night CPR class. Mr. Smith will work with admin team to put this together at low or no cost.
- f. Environment – Busing offer – provided in board packet. Discussion around potential pros & cons. School is at full enrollment without offering busses. Ms Campbell points out that we are the only charter not offering bussing. John moves to table for further discussion, Barney seconds. Motion approved.

6. New Business

- a. Meal Services Contract Renewal – provided in board packet – approval (or not) due by Wednesday. If not renewed, then NSLP requires us to issue a new RFP. (Now too late for this new school year.) SLA price per lunch has increased by 3.9% based on CPI. Reimbursement rates go up in January. SSO has been extended through the entire 2021-2022 school year. Barney moves to accept the renewal offer from SLA, Clark seconds, motion passes.
- b. Revised Employee Handbook – provided in board packet late afternoon – Barney requests additional time to review. Employees return on July 19th, next board meeting is July 26th. Will probably schedule a zoom meeting to approve before start date.
- c. Teacher Appointment Agreement (replacement of teacher contract) – provided in board packet. Counsel recommended this “appointment” rather than “contract” language. Will have Spellman firm approve before board votes.
- d. Crossbridge Christian Church lease extension – Currently paying \$1850/mo for storage space and cleaning cost and use on Sundays. Barney moves to approve month to month extension, John seconds. Motion passes.
- e. Appointment of Board Secretary – John Clark moves that Priscilla West Beckley be appointed Board Secretary effective July 1st, Alan seconds, motion passes. John moves that Alan steps in as Vice Chair effective July 1 – approved.
- f. Appointment of Parent Liaison – Joni will continue in this capacity. Board agrees that Joni should keep her tlhclassical email. Alan motions, Priscilla seconds, approved.
- g. Appointment of Public Records Liaison – public notification requirements provided in board packet. Barney recommends that it be a staff member. Barney moves to appoint Ms. Stringer, and also train Ms. Collier. John seconds... passes.
- h. Administrator of the Year and Teacher of the Year – “Founders Award” with Jana & Adrienne’s names on it... In perpetuity. Plaque in the front of the school with winners’ names added each year. (Admin / Teacher / Volunteer) Barney seconded. Passes.
 - i. Selection process for the Founders Award. Mr Smith suggests a small committee – or teachers vote – Mr. Smith is going to put together a recommendation for both process and frequency for board consideration at next meeting.

- b. Board Meeting Agenda Item Submission Schedule – Mohler wanted discussion around formalizing this process. Secretary to ensure that the process is ongoing as each meeting approaches. Principal and Finance will put together the board packet materials... 10 days prior to meeting (check) and 7 days prior (packet issued.) *** Meetings are Fourth Monday of each month EXCEPT Nov & Dec. Not legally required to publish agenda ahead of meetings. ARE legally required to publish minutes quarterly.
 - c. Barney recommends establishment of Bylaws and Finance committees. Possibly also a nominations committee. Recommends a minimum of 3 members on any committee. TBD next meeting.
 - d. Barney recommends a board retreat.
 - e. Florida Consortium of Public Charter Schools (FCPCS), Florida Charter School Alliance (FCSA) state organizations for charter schools – Barney wants to ensure that we are participating, getting everything out of these organizations.
7. Executive Session: Safety – entered @ 8:36 PM to discuss safety items. Finished executive session at 8:37 pm.
Followup items during executive session at mid-July meeting (12th)
8. Upcoming meetings and events
- a. July 26, 2021 – board meeting
 - b. August 1, 2021 – Mandatory Show Day for parents, 3:00 – 7:00
 - c. August 6, 2021 – Board / staff mixer, 5:00 pm
 - d. August 8, 2021 – Orientation and Academic Night 3:00 – 7:00
 - e. August 11, 2021 – first day of school
 - f. August 30, 2021 – board meeting

Adjourned 8:42 PM.

\\e-signed by Priscilla West\\

Submitted by Priscilla West, TCS Board Member