

Tallahassee Classical School
Board Meeting Minutes
4141 Artemis Way
Tallahassee, FL 32311
July 12, 2021 at 7:06 pm

Board Members Present: J. Sayler, M. Mohler, J. Clark, B. Bishop, A. Chen, J. Diaz, P. West
Staff Present: C. McClenny, H. Carrasquilla, K. Roland, B. Smith, S. Vestal
Others Present: N/A

Meeting called to order at 7:06 PM.

1. Approval of Agenda
 - Item E heading revised to “Board Composition”
 - Item F removed – Matt will share his discussion with Dr. McClenny another time.
 - Nominations & Finance Committee items added.
 - Moved committee items to follow Executive session.
 - Barney moved to approve the agenda with these edits and additions. Motion passed.
2. Approval of the Previous Meeting’s Minutes – provided in board packet
 - John moved to approve, Barney seconded. Approved.
3. Public Comment
 - Dr McClenny advised that remaining FSA scores should be available July 29th.
 - *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.*
4. Review of pertinent authorizer correspondence since previous meeting:
 - LCS will fund TCS based upon the projected 527 students in our charter application. (Current projected enrollment is about 575 for Fall.)
5. Principal’s Report
 - a. Ad hoc meeting, no Principal’s report
6. Business Manager’s Report
 - Barney recommended using a “Consent Agenda.” Jana pointed out that while we are a school board, we are governing a start-up with little staff – consent agenda not well suited for our current size and status. (Jana to re-send login information to Barney and Matt for completion of Florida’s 4-hour board member training.)
 - a. Employee Handbook - In packet for review/approval
 - Ms Roland gave an overview of updates and changes in the Employee Handbook document. (Position titles changed in several areas, Bullet points added for Conduct & Behavior, Prohibition of unauthorized sharing of passwords or security codes, Prohibition of speaking unprofessionally about the school or sharing school information with non-school personnel.
 - Compensation section amended to reflect that employee’s salary can terminate

on date of separation if the year-end closeout procedure is not followed.
Bereavement policy added. PTO clause added. Timecard system added for exempt employees. Faculty commitment to attend Hillsdale training added. (Teacher must reimburse travel/training cost if they terminate employment.)
Matt moved to accept as presented. Alan seconded. Motion passed.

b. Appointment Agreement – Only Mr. Smith signs these agreements now.
Barney moved to accept, Matt seconded, motion passed.

c. Family Handbook - To be provided for review

d. Busing Offer (Unfinished Business)

Matt asked how long it would take to get a bussing program going. Mr. Smith indicated that there is not sufficient time before *this* school year, nor should it be priority in Year 2. He suggested this should be a year 3 or 4 item – nice, but not a ‘must.’ Jana moved that we look at it in March or April of 2022. Approved.

7. Board Audit Committee Report (F.A.C.E.) -

a. Ad hoc meeting, no Audit Committee report

8. New Business

a. Creating a Bylaw Revision Committee

b. Board Composition Update – Matt revisited Barney’s prior suggestion to increase the size of the board. Alan asked that we review skillset/needs in potential members. Jana liked the idea of keeping a roster of potential members. John suggested that more than 9 becomes unwieldy. John also suggested a parent liaison ‘trainee’ as potential on-deck board member. Matt suggested adding an Advisory Board, if we don’t want more than 9 voting members. To be revisited next meeting

c. Metric Comparison Update

d. Gratitude Gifts to DOE

Matt Mohler will draft thank-you letters to Commissioner of Ed, Senator Diaz, Bethany Swanson, Matt Mears (gen counsel for DOE) next week. Letters should also invite them to visit our school.

e. Parent Liaison - Jana pointed out that the Parent Liaison MUST be present at all Board meetings. Matt proposed Adrienne Campbell, Jana asked about Mrs. Carasquilla. Matt moved that John Clark be liaison, motion passed.

9. Executive Session: Safety discussion 8:02 PM – 8:16 PM (Confidential)

10. 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

e. August 11, 2021 – First day of school

f. August 30, 2021 – Board meeting

Adjourned 8:17