

Tallahassee Classical School
4141 Artemis Way
Tallahassee, FL 32311
January 24, 2022 at 6:00 pm
Board Meeting Agenda

Join Zoom Meeting:

<https://us02web.zoom.us/j/84058318241?pwd=VUNESytSVXhnRUNpZ2ttRElMLzFsQT09>
Meeting ID: 840 5831 8241

Passcode: Classical

Minute notations

Members Present: Chen, Sayler, Clark, Qualls, Diaz, Mohler (all but Barney & Amy)

Staff Present: Smith, Roland, Carrasquilla

Others Present: Rachel Mohler, Keri Ergenzinger, Erik Sayler, Dr. Deonte Brown, April (Finney?)

Meeting called to order at: 6:03 PM

I. **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.*

II. **Approval of Consent Items**

A. Meeting Agenda – switch A&B, F past limitations on use of school campus, G update on purchase of property to the north

B. Previous Meetings' Minutes

1. December 20, 2022

2. January 14, 2022 Principal search

3. January 17, 2022 “Emergency” meeting

West moves to accept, Mohler seconds, motion passes.

III. **Report of Board of Directors:**

A. Chair (Chen) –

B. Vice Chair (Diaz)

C. Treasurer (Clark)

D. Secretary (West)

G&F was unable to complete Dec financials on time. Cash balance is \$323k, \$200k in grants to be invoiced, expecting Jan \$300k payment from LCS. Monthly expenses still being reviewed by G&F. Meeting Feb 1st to go over budget and Financial reports with an eye to future cash flow. Accounts payable being reviewed, full December report will be sent to Board as soon as it becomes available. (Anticipated by Feb 4th.)

Mr. Bishop made recommendations about better utilization of Mrs. Brenner, the new part-time bookkeeper. She is highly experienced, managed the largest lobbying firm in the state (etc.) and is capable of covering for Mrs Roland during an absence. Mrs. Roland says that Mrs. Brennan is focused on the asset inventory report for the state, very time-consuming.... Bishop points out that she has only worked 10 hours in

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January and would like to work more hours. Mr. Mohler asks was it not the purpose of hiring G&F and Mrs. Brennan was not to start getting financials on time? Mrs. Roland reports that G&F cannot get financials to us by the requested 15th.

G&F request that rather than 15th of following month, but rather the Wednesday before the meeting (this month.) If G&F is waiting for anything from us, we need to properly utilize Mrs. Brennan.

IV. Report of Committees:

- A. Audit, Budget & Finance (Clark)
 - 1. New bank for TCS (Clark)
- B. Fundraising Committee (Mohler) meeting Friday 10:30 AM with Mickey Moore, a fundraising consultant for not-for-profits via Zoom. (Bishop, Clark, Diaz, Hines, Mohler) also spoke with Walter Kearnes with the Champion Group which helps organizations raise funds and does a financial evaluation. One of their programs is called “Feed the Need.” (Typically schools of our size net \$20-40k.) Also discussing a Gala in May.
- C. By-Laws Committee (Bishop)
- D. Nominations Committee (Chen)
 - 1. Welcome Mr. Qualls and Ms. Hines
- E. Operations Committee (Diaz)
- F. Parental Liaison (Clark) – no updates

V. Principal’s Report: (See letter from Mr. Smith in Board packet.)

- A. Response to Hillsdale visit – letter after November visit listed concerns, so Mr. Smith is preparing a report for them about how we have addressed those items. Brought in Mrs. Carr, behavioral specialist and opened a Behavior Office with a behavior paraprofessional. Making use of the Raptor system to notify all parties. Have begun keeping binders of student infractions that don’t rise to the level of suspensions, etc. He feels that the new Headmaster will be able to run with this new system.
- B. Student Enrollment for 2022-23
526 current students

Bishop suggests that we utilize the Moore Agency (already on retainer) to draft a communication to all our parents, asking them to re-enroll. Diaz, Hines recommend giving the parents a deadline, keep in mind the parents need consistent messaging to do this annually at a certain time.

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VI. Compliance Items:

A. Charter School Board Training/Renewal for Board members – some difficulties getting the training done, hit a snag (working on it.)

VII. Unfinished Business from prior meeting agenda:

A. Status of SLA contract (Bishop/Hawkes) – The previous FMC gave a high estimate for amount owed, because no credits given for prior payments (and no amortization) They never implemented the USDA food program (est. \$20k value) and they took various small wares from the school premises. Strong legal argument that all the property belongs to the school.

SLA also had some plumbing and electrical work done (est. \$7k), but they had previously accepted the premises as they were. Mr. Hawkes asked them to meet last Friday, but hasn't had a response. He thinks that they might claim against us for under \$30k. (Notes that there is no attorney's fee provision in the contract.)

Bishop commends Mr. Hawkes for the good work he is doing for TCS.

Bishop asks to take up the issue of his legal fee for his representation during the prior dispute...

Bishop moves to pay Mr. Paul Hawkes for his defense of Bishop.

In favor: Mohler, Bishop, Clark, Hines, Qualls

Opposed: West, Saylor. Motion passes.

Mohler moves that any legal work for personal purposes by an individual board member has to be approved by the board members. Rescinded.

Bishop moves that the issue of retention of counsel by any board member for any reason be assigned to the Operations committee for policy proposal.

Motion passes unanimously.

B. Principal search update (Chen) - Brake not doing 2nd interview w/ Hillsdale, Byrd is doing 2nd interview. Hillsdale will contact a third submitted candidate for interview soon. (Discussion around lack of transparency around Hillsdale's decisions.)

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Bishop moves to notify Hillsdale that we would like to know with specificity why a Principal candidate is being accepted or rejected – by noon January 29th.

Motion passes unanimously. (Tim Qualls to draft the letter tomorrow.)

C. New bond issue.

VIII. New Business:

A. Restructuring of committees and liaison positions (Chen)

Mohler moves to discuss restructuring the committees. Passes unanimously.

Mr. Clark recommends Ms. Hines to be the new Parent Liaison.

Diaz steps down as chair of Operations, nominates Qualls.

Hines will join the Ops committee, Sayler will co-chair with Diaz. (Barney & Matt stay on Ops.)

Barney stays on Bylaws, Clark stays on in Finance.

Hines and Diaz join fundraising committee. (Mohler, Clark, Hines, Bishop, Diaz)
Finance remains as Clark, Sayler, West.

Clark moves to approve changes, Qualls seconds. Passes unanimously.

Chen suggests the addition of a new building committee. Sayler reminds that we are allowed to have non-board members on committess, mentions Andrew Wellman. Mohler moves to table, Barney seconds. Passes unanimously.

B. Discussion of new building - architects/engineers, additional bond (Chen) new ad-hoc committee to be formed. New bond / financials to be discussed next meeting.

C. Status of authorizer switch (Chen) – Bishop is waiting for TCC's Dean to appoint liaison to begin meeting with TCS. Charter School bill filed by Burgess and Hawkins which will clarify that charter schools can switch authorizers at any time during the course of their contract with current authorizers. Also that charter schools may consolidate with other charter schools, if desired. There is a school safety bill which will impact us – it will say that school safety officers may make arrests on school property, and must complete mental health training. Only a Sheriff may conduct school guard training.

D. Education management organization (Chen)

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Mohler moves to approach Optima Management Group to discuss what a relationship between TCS and Optima might look like. (They have 7 schools under their management already, as well as a good relationship with Hillsdale.) Many economies of scale. Motion passes unanimously.

St. John's Classical is also considering opening an education management company.

- E. Purchase of additional lots – closed. TCS now owns 13.5 acres. Need to clear land for a PE field. (Mohler asks can we transfer the entitlements of those lots for use in the high school.) Parking lot needs extending, car line needs extending, Artemis needs to be 2 lanes from Tram to school. \$13k “leftover” from the bond issuance can be used toward real estate work, OR can be put toward the (deferred) interest.

Red Hills Academy – new principal called Bishop for help issuing a Food Services contract. He was helping her with a few vendor issues.... There is a “sponsor to sponsor” option, where we would sponsor Red Hills Academy. (No profit in it, and it incurs some liability.) Instead, Rachel Mohler volunteered to help them with their RFP.

Mr. Clark asks Mrs. Roland for an update on the telephone line situation. Mrs. Roland had informed Clark & Smith that our telephone line from Comcast through SkyWire. SkyWire resells the SIP lines to us for about \$350/mo. Asked SkyWire to release the SIP lines to Comcast, but response was that they will release them upon us closing out and paying full contract. (We are still paying for those SIP lines, since ceasing the other services with them in the Fall. 5 year contract.)

Our security camera system is made by a Chinese company. Federal government prohibits anyone to spend federal funds on these systems. The company we hired should have known about the ban. We need to replace the system – need legal counsel.

Bishop moves that this company be put on notice ASAP. Chen and Brinton to talk with Mr. Hawkes. Mohler seconds. Sayler votes Nay, passes 8-1.

IX. Upcoming Meetings and Events

- A. February 28, 2021 - Board Meeting

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Resolves to update signature authorities with our bank and update Bill.com to reflect new signers. (Currently Saylor and West, needs to be updated to current Chair and Treasurer. Remove Mrs. Campbell.) Barney moves, Diaz seconds, passes.