



Tallahassee Classical School

Board of Trustees Meeting

Monday, April 24, 2023

6:04 pm – 8:37 pm

In Person and Microsoft Teams

MINUTES

- I. Call To Order Bishop

- II. Roll Call
 - a. Present and constituting a quorum (in no particular order): In person Chair Barney Bishop, Pam Griggs, Tim Qualls and Louis Jean-Baptiste. Matt Mohler via Microsoft Teams. Also present: Headmaster Cara Wynn and General Counsel, Jeff Kottkamp, Esq.

- III. Additions to the Agenda
 - a. New Officers
 - b. Attendance Addendum
 - c. Media Retractions

- IV. Public Comment (3-minute limit)
 - a. Mary Hawkes – Discussed the yearbook, and who would be included. (2min, 50sec)

- V. Consent Agenda
 - a. Motion to approve the minutes of the Special Board Meeting on March 20, 2023 and the minutes of the Finance Committee on April 21, 2023, made by Tim Qualls. Seconded by Louis Jean-Baptiste. Motion Carried.
 - b. Pull Discipline Committee Checklist for future discussion.
 - c. Move Form 990 under Treasurer’s Report

VI. Treasurer's Report

a. Form 990

- i. Motion to accept Form 990 by Louis Jean-Baptiste, Seconded by Tim Qualls. Motion Carried.

b. February Financials

- i. Motion to approve February financials by Louis Jean-Baptiste, Seconded by Tim Qualls. Motion Carried.

VII. Board Chair's Comments

- a. There are 5 new Board of Trustees applicants: Alex Christopher Harris, Anita Whitby-Davis, Demishia Seldon, Jimmy Baiardi, Rhandy Cabrera, and possible accountant candidate. Interviews to be held May 9, 2023, at 6:00 pm via Microsoft Teams.

- i. Motion to focus on narrowing list to top two candidates by Tim Qualls, Seconded by Matt Mohler. Motion Carried
- ii. Need to look at the skills of each applicant and how they can be beneficial on the Board. (Pam Griggs)

b. Review of Florida Legislation Impacting Public Charter Schools

- i. Chair Barney Bishop has put together list of bills affecting charter school. List to be reviewed by the administration and sent to teachers to be aware.

c. Status of meeting with Rocky Hanna, LCS Superintendent

- i. Currently, we have not heard anything back since sending the letter regarding the meeting.

VIII. Reports

a. General Counsel, Jeff Kottkamp, Esq.

- i. Received a letter regarding a personal injury incident on August 20, 2022. There are no records in the clinic or reports made by teachers regarding the incident mentioned. Mrs. Wynn will reach out to teachers and faculty to confirm this incident is not known. Email Mr. Bishop and Mr. Kottkamp with results.

1. Motion by Tim Qualls to let Louis Jean-Baptiste serve as liaison and work with Jeff Kottkamp on this issue. Seconded by Pam Griggs. Motion Carried.

ii. Public Records Request

1. Individual who has put in a public records request does not want to pay the reasonable fee for request. Motion by Tim Qualls to have individual pay and no mediation. Seconded by Louis Jean-Baptiste. Motion Carried.

- b. Interim Headmaster's Report
 - i. Attendance Addendum presented regarding Excessive Late Pick-Ups. Scholars that are not picked up on time will be put in the Artemis After School Program and billed the day rate of \$15. Excessive late pick-ups could lead to the scholar being dismissed for TCS.
 - 1. Motion by Tim Qualls to accept Attendance Addendum as presented. Seconded by Louis Jean-Baptiste. For discussion
 - 2. Add what is excessive. Amend Motion to include - More than 2 per every 9 weeks with discretion allowed by administration. Letter will be sent to guardians. Third time dismissed.
 - 3. This addendum will take effect on April 28, 2023.
 - 4. Drop previous motion. New motion: Motion by Louis Jean-Baptiste to make Tim Qualls the liaison regarding this issue and to work with the school to develop a attendance policy based on the Board's discussion. Seconded by Pam Griggs. Motion Carried.
 - ii. Employee Reference Request
 - 1. Discussion on who is allowed to respond to employee reference requests and what information is allowed to be given.
 - 2. Motion by Louis Jean-Baptiste that only the Headmaster can respond to employment references. Seconded by Tim Qualls. Motion Carried.
 - iii. Contact and Certification Process Status
 - 1. Went from 14 to 19 professional certifications. Email report to the Board.
 - 2. Molly Shaddock has drafted a new teacher contract. Compensation will be based on the budget.
 - iv. Yearbook
 - 1. Discussion on the yearbook and what is included in it. The class list for the yearbook were pulled on April 17.
 - 2. Motion by Tim Qualls for the Board to not get involved in the yearbook planning and procedures. Seconded by Matt Mohler. Motion Carried.
- c. Faculty Representative Report
 - i. Is the school opening a principal's search?
 - ii. What will admin structure look like in the future? – It will be determined by the principal.
- d. Parent Service Organization Report
 - i. Teacher Appreciation week plans discussed.
- e. Parental Liaison Report

IX. Old Business

- a. Ad Hoc Committee on School Discipline Update
 - i. Table the checklist for future discussion.
- b. Annual Gala Update
 - i. Discussion on need for speaker and master of ceremonies.

X. New Business

- a. Discussion on Fundraising Expectation for Trustees
 - i. Motion for Board of Trustees to contribute 10 hours a month, and no less than \$1,000 in fundraising per school year. Discussion
- b. Board of Trustees Officers for New Term
 - i. Pam Griggs, Board Chairs; Tim Qualls, Vice Chair; Louis Jean-Baptiste, Secretary; Vacant, Treasurer
 - ii. Motion by Tim Qualls to adapt slate as presented, leaving Treasurer position open. Seconded by Louis Jean-Baptiste. Motion Carried
- c. Ban of Tik Tok on TCS Campus
 - i. Motion by Matt Mohler to block Tik Tok on TCS network and on all school owned devices. Seconded by Pam Griggs. Motion carried.
- d. Discussion on November and December BOT Meeting Dates
 - i. November BOT – Tuesday, November 28, 2023
 - ii. December BOT – Monday, December 18, 2023
- e. Media Retraction Update
- f. Interim Headmaster Status
 - i. Motion by Matt Mohler to make Cara Wynn the permanent head of school effective immediately. Seconded by Tim Qualls. Motion Carried.

XI. Adjourned at 8:37 pm.