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**Board of Trustees Meeting**

September Meeting

September 25, 2023

Chairperson Griggs called meeting to Order at 6:06[[1]](#footnote-1)

**Board Members present in Person:**

Chairperson Griggs

Barney Bishop

Andrew Martin

Louis J. Baptiste

**Board Members present Remotely**:

Tim Qualls

Matt Mohler

Motion to Pass the Full August Minutes by **Louis J. Baptiste**

Second By **Andrew Martin**.

Unanimous Approval.

Motion by **Louis J. Baptiste** to Approve Agenda

Second by **Andrew Martin**

Unanimous Approval.

Public Comments: No public comments at this meeting.

Updates/Announcements

Chairperson Griggs: Speaking about the board survey and the purpose of the survey.

**Chairperson Griggs**: Conferences – Chairperson Griggs attended the Charter Conference in Jacksonville, FL, in person. Headmaster Wynn and Barney Bishop attended remotely.

**Chairperson Griggs**: Tomahawk Transportation– Option for providing school buses for our students. There are FEFP dollars and Step-Up dollars available.

Headmaster Wynn: We need to get with Anita Whitby-Davis because there is an issue with Step Up, and we want to ensure that Step-Up remains a viable option.

**Barney Bishop**: We need to work on getting information to our parents about Step Up for Students so that parents can have the option and the additional funding.

Headmaster Wynn: We might see an increase in our enrollment because of issues with Step Up for private schools and financial issues that require parents to find other options.

**Chairperson Griggs**: We are going to defer passing the budget because we are still receiving relevant information; we anticipate bringing the budget before the board at the next meeting.

Treasurer Report: **Andrew Martin** - Exhibit 3 of Packet – July Financial Statement (available upon request).

Board Member: **Andrew Martin** wanted to bring attention to $25,911.00 (July amount) in Capital Outlay funds; SFS records on an annual basis. We have not received these funds, but SFS anticipates that we will receive them because they are due since we operate a school. That number will continue to grow as the school year proceeds.

Headmaster Wynn: We did increase the IDEA that has not been changed, but the new numbers have been sent to SFS.

**Andrew Martin**: we are also working to get a list of what we owe vendors at any moment. We want to focus on looking for account payables over 90 days. All of the oldest ones were to Lt. Governor Kottkamp, which have been resolved.

**Barney Bishop:** Other invoices are old but that are not resolved.

**Andrew Martin**: A lot of the other ones we are contesting.

**Barney Bishop**: We had a $135,000 balance in past-due invoices. What about the past due money that we owed to AEGIS?

**Andrew Martin**: We owe an invoice for around $5,000.00, but that is only two weeks owed, so we are still within the appropriate timeline.

**Barney Bishop**: What about that $28,000.00 we owed to Amazon?

**Chairperson Griggs** – We weren’t aware of $28,000.00, but we will know that the funds were used for curriculum and school-related products.

**Louis Baptiste**: Why do we owe Amazon?

**Chairperson Griggs**: Amazon has been calling about invoices; it was equivalent to a charge card, and the charges are legitimate.

King and Walker: Draft Audit. We have to show that we have at least 15 days of cash on hand for operating for liquidity purposes. One of our hurdles was that the additional ESSER Covid funds ended in the last fiscal year, but we were also able to show that a lot of the Covid expenses were also ending; with that adjustment, we were able to show that we had 16 days of cash on hand which satisfies the bond requirements and so far the Audit has been clean.

**Legal Update: Gov. Kottkamp**

We are still wrapping up this school discipline issue with the lawyer for the parents; Gov. Kottkamp did send a letter that was sent to the district to the Attorney.

Out of Field Teachers: We must also update the website and district site.

Public Records Lawsuit: Louis Baptiste provided an update about the lawsuit's status and Motions to Dismiss.

**Parent Liaison Comments: Matt Mohler**

We have one active parental dispute. Mr. Mohler has been working with the parent almost daily; he has issues with a dispute at the school.

We have another parent upset about a dress code violation; we delt with the situation according to the policy.

**Teacher Liaison**: Kate Baumann

Cleanliness of the school- Now that Ms. Rivera has been hired, the bathrooms are much better, the hallways are also better.

**Barney Bishop**: What does that mean?

**Teacher Liaison** Kate Baumann: As it stands now, teachers have to clean their classrooms after work all day and send emails about borrowing vacuums until they can get their paychecks to clean.

Headmaster Wynn: The new vendor has been great, Tallahassee Janitorial Services

**Barney Bishop:** $3,500.00 a month for Tallahassee Janitorial Services.

**Chairperson Griggs**: There was a full-time position in the budget.

**Teacher Liaison** Kate Baumann: The classrooms have not been mopped all year; she mopped her classroom once. teachers are professional; it's hard to work a full day and then broom and mop a classroom.

**Louis Baptiste**: 1. What is the cost of part-time staff? 2. What is the budget for full-time staff included in the budget? 3. What is the cost for Tallahassee Janitorial Services to clean each classroom weekly?

**Headmaster Wynn:** I will reach out to Tallahassee Janitorial Services.

**Teacher Liaison** Kate Baumann: After meeting with Barney Bishop, she was very interested in Step Up, and teachers are very interested in Step Up. I did a little research, and teachers have questions on how we can work to get students to Step Up students.

**Teacher Liaison** Kate Baumann: As a parent who has used Step Up, it works well; it just requires jumping through some hoops. Is the goal to get students' scores up? Or is the goal to get students here?

**Barney Bishop**: We want to do both; we want students to have better scores, and we want to establish our own program. Several members of the board agree that we have dual goals.

**Teacher Liaison** Kate Baumann: I was confused. I thought transportation funds could only be used for public transportation, not gas.

**Chairperson Griggs:** Funds can be used for transportation in various ways.

**Teacher Liaison** Kate Baumann: I also added information about the homework hub, which is through the Leon County Library and is free.

**Barney Bishop**: Who writes our weekly newsletter? Headmaster Wynn writes the reports. Barney Bishop has not been receiving the reports. Mr. Bishop requested that records be sent to him.

**Headmaster Report**: Document provided (available upon request)

Current enrollment: 434

Total Enrolled (9/1-9/25): 11

Total Withdrawn (9/1-9/25): 5 – (Reason for withdrawing provided to board)

Barbara Moller has been working hard to get students enrolled.

School discipline and reasons for discipline were provided to the board; Headmaster Wynn also confirmed that she has reached out to Leon County Schools to confirm that our discipline is in line with Leon County.

Motion by **Tim Qualls** for board members to stop sending emails to each other and only send emails to the board admin and then for board admin to send emails to the remainder of the board.

Second by **Louis J. Baptiste**

Unanimous Approval

Alisha Donaldson – has been hired as the Registrar for Tallahassee Classical Schools.

FTE Week: We will be busy next week because of FTE requirements; staff might not be available for the first two weeks of October.

Parent Service Organization: First PSO meeting will be on September 28th at 6 p.m. in the cafeteria. Ms. April Banta will be our President, and Hannah Pitts will be the Administrative Liaison.

Upcoming Events:

Go Gold Spirit Day August 29

Active Assailant Drill October 6th at 12:15

VPK ELC Visit October 11th

Teacher Planning Day October 16th

Monk Day in 4th Grade: October 18th

Charter Schools Conference October 18-20th

Finance:

Run Down of Impacts to Budget (chart has been provided to the board, available upon request)

Expense: 424 Students– is $4.6 million for the yearly total.

Budget Variance gap of $317,000 dollars. The Finance committee met and decided to delay the amended budget until we get information from Capital Outlay and ESSER.

Development Meeting: **Matt Mohler** – The Committee met and interviewed several realtor applicants.

**Andrew Martin**: I looked at the Loan agreement; there is a section of selling property and how it affects the bond.

Marketing: **Matt Mohler** - We are waiting on a proposal that will do some targeted marketing.

Governance: **Tim Qualls** - Emailed everyone at 5:55 with a couple of documents; Statute 1006.28 requires us to provide a form so that parents or residents of Leon County can object to specific material. Tim Qualls has drafted some language that needs to go on the website, all Mr. Qualls needs is a contact email and who is going to be responsible for receiving objections to our materials.

Barney Bishop: It should be going to Headmaster Wynn and the two deans.

Motion by **Barney Bishop** to add statutory language from 1006.28 to the website. Second by **Louis J. Baptiste**.

Unanimous Approval.

Strategic Partnerships: Barney Bishop has contacted several partners, including the University of Florida, New College, and Tallahassee Community College. The University of Florida is not interested in partnerships in the near future.

Matt Mohler: We should reach out to Flagler.

Barney Bishop: I will reach out to Flagler.

Logo: Headmaster Wynn: Last year, one of our teachers was commissioned to create a new logo. it is beautiful, and everyone loves it; Barney Bishop made me aware that is was not voted on.

Motion to approve logo by **Barney Bishop** Second by **Louis J. Baptiste**

Unanimous Approval.

Enrollhand – Has been paid through the entire contract – no good recommendation from the board for the services provided by Enrollhand. Noted that Matt Mohler objected to Enrollhand prior to professional engagement.

**Meeting adjoined at 7:53**

1. Board Members names are in Bold; Motions are underlined. [↑](#footnote-ref-1)