

Thomas Jefferson Classical Academy: CFA

Board Meeting

06FEB18

Location: Upper Campus, Leitner Auditorium

Present: Paul Foley, Steve Herndon, Nick Longerbeam, Ray Maxwell, Elizabeth Sabolovic, Donna Trimble, Sally Harbin, Andy Francis, Jerald DeLaGarza , & Tony Robbins.

Others Present: Gary Blake, upper campus principal; Jason Cole, grammar school principal; and Jeff Ziegler, academic dean.

Absent: Joe Maimone, headmaster

Opening:

The meeting opened at 5:48pm.

Pledge

Moment of silence

Public Comment: None

Chairman's Moment:

Tony Robbins recognized Head Football Coach, Jerry Cash, as the conference coach of the year.

Minutes (att. 1):

The January board meeting minutes were presented. Andy Francis made the motion to accept the minutes and Sally Harbin seconded the motion. The motion passed unanimously.

Financial Report (att. 2a-d):

Paul Foley noted the finance committee had met earlier in the day. Paul Foley made the following motions:

1. Recommends approval of the 2017 audits performed by Darrell Keller. There were no exceptions or findings during the audit. Andy Francis seconded the motion. The motion passed unanimously.
2. Recommends the Board execute the contract for audit services provided by Darrell Keller. Jerald DeLaGarza seconded the motion. The motion passed unanimously.
3. Recommends Fund Balance Appropriation and donation of \$500,000 to TJCEF for 2020 Vision. Andy Francis seconded the motion. The motion passed unanimously.

Continuing Business:

Team CFA Update:

Paul Foley noted that CFA will provide free downloads for 6th grade Core Knowledge and grades 3-5 for History and Geography. He also noted that Shining Rock Academy has a new director, Nathan Duncan.

FORUM Report (att. 3):

Elizabeth Sabolovic noted that the Forum had met. There will be Teacher Appreciation Luncheons on both campuses. The Dine-out night at Mi Pueblito raised over \$250. She noted that the Forum is looking to start a Garden club to help with the beautification of both campuses. The March Dine-out night will be March 20th at the McDonald's in Boiling Springs.

Director's Report (att. 4a, b):

Gary Blake stated that the stadium bleachers had been installed and that the fence would be completed soon. Ron Shaffer received an \$850 grant for the Garden club. Thomas Andrews and Tomihiro Ono received an \$11,000 grant from Facebook for STEM. He noted that the middle school girls basketball team had a great season. The high school academic team finished 2nd out of 21 teams and the middle school academic team finished 2nd out of 11 teams. On January 15th the high school academic team finished 3rd at the state history bowl and qualified for nationals.

Jason Cole stated that TJ had received 175 applications so far and it is comparable with this time last year. He noted that we had a 39% increase after the internet ads. Also, four grammar school teachers have been recognized in being in the top 25% of the state.

Committee Reports:**Executive Report (att. 5a):**

Did not meet.

Community Relations (att. 5b-c):

Steve Herndon noted that the community relations committee had met. Joseph Maimone made presentations regarding the internet ads. The internet ads have been added to the TJ Facebook page and all feedback has been positive. He noted that TJ will keep the banner at Owls stadium

Curriculum:

Sally Harbin noted that the curriculum committee had met. Marisa Sudano and Kim M. Wawzysko-Alexander from ICC attended the meeting to discuss the merits and options for a dual enrollment program.

Facilities:

Andy Francis noted that the facilities committee had met. TJ needs to explore maintenance contracts for the HVAC systems on both campuses. He suggested that we replace the HVACs as they wear out with Mr. Slim units. Also, he suggested that we consider adding extra staff to help with campus maintenance. He noted that the weight room floor needs to be redone if it remains in the Middle School gym. The grilling area behind the press box will need to be covered per the Health Department. We did not receive many quotes to complete the awning at the grammar school. Paul Foley made the motion to spend up to \$8,600 to complete the awning at the grammar school. Jerald DeLaGarza seconded the motion. Andy Francis abstained. Motion passed unanimously.

Fundraising:

Tony Robbins noted the fundraising committee had met. The committee discussed strategies and a list of potential donors. We need 100% board participation, but this will have to be discussed. A gift acceptance policy will have to be written. The goal will be to raise \$3.5 million to complete the athletic

facilities. Hopefully, the application will be completed by the end of March. There will be grade meetings to update staff and present donation options. There will also need to be a discussion regarding naming rights for areas of the new building.

Legal Affairs:

Elizabeth Sabolovic noted that the legal affairs committee had met. She noted that the committee had finished the review of the bylaws and the final review will be February 13th.

Personnel/Policy (att. 6):

Ray Maxwell noted that the Personnel/Policy committee had met. The vacant board positions need to be filled. The openings will be advertised next month. Interested individuals will complete an application and interview process. Andy Francis made the motion to change the Forum representatives, Elizabeth Sabolovic and Steve Herndon to at-large members. Sally Harbin seconded the motion and it passed unanimously.

Ad hoc Vision:

Paul Foley noted that the vision committee had met. The committee discussed fundraising efforts. Ray Maxwell noted that the building design is almost complete.

Continuing Business:

Upcoming meetings: March 6, April 3, May 1, and June 5 in Leitner Auditorium

Reminder that the Charter Renewal site visit will be April 11, 2018.

New Business:

Paul Foley made the motion to accept the 2018/19 school calendar. Donna Trimble seconded the motion. There was a discussion as to the possibility of having the entire week of Thanksgiving off. Motion passed with Andy Francis voting against the motion.

Andy Francis made the motion to accept the revised 2017/18 school calendar for makeup dates. Sally Harbin seconded the motion and the motion passed unanimously.

Cindy Dotson discussed the 2017 EC audits. A fiscal audit was performed in October 2017. The equipment policy will have to be amended to reflect that money is used from the Federal IDEA grant and not from general funds. There was also a physical audit on November 30, 2017 and the EC department received a letter stating that TJ is not 100% compliant. Corrections will need to be completed within 1 year. Cindy stated that the issues are with the wording of files/documents. All files with compliant issues have been corrected as of February 6, 2018.

Jeff Ziegler presented the PSAT data from the Fall of 2017. Our students continue to do well. Class of 2017 with a score of 1198 ranked 6th in the state.

Andy Francis made the motion to adjourn the meeting and Jerald DeLaGarza seconded. The motion passed unanimously and the meeting adjourned at 7:04.

**TJCEF Meeting
06FEB18**

Location: Upper Campus, Leitner Auditorium

Present: Paul Foley, Steve Herndon, Nick Longerbeam, Ray Maxwell, Elizabeth Sabolovic, Donna Trimble, Andy Francis, & Jerald DeLaGarza.

The meeting was called to order at 7:11 by Ray Maxwell.

Andy Francis made the motion to approve the December minutes and Paul Foley seconded the motion. The motion passed unanimously.

Andy Francis made the motion to accept the financial statements through December minutes and Jerald DeLaGarza seconded the motion. The motion passed unanimously.

Andy Francis made the motion to accept the resolution for the purchase of the reversion clause from Rutherford County in the amount of \$107,150 for 40.116 acres. Jerald DeLaGarza seconded the motion. The motion passed unanimously.

Ray Maxwell provided an update of the USDA application. The Environmental assessment is continuing. The area that had initially been described as a wetland is not actually a wetland.

Andy Francis presented the following contracts as listed for approval:

Legal agreement, Hostetler

Financial feasibility study, Keller

Geotech borings, ECS

Environmental Assessment, ECS

Little Architect

Sally Harbin seconded the motion. The motion passed unanimously.

Hilltop Securities (bond defeasance) and Gift Acceptance Policy for TJCEF Fundraising were both tabled until a later date.

Andy Francis made the motion to adjourn and Elizabeth Sabolovic seconded the motion. The motion passed unanimously and the meeting adjourned at 7:24.