

Thomas Jefferson Classical Academy: CFA

Board Meeting

February 2, 2016

Location: Grammar School Music Room

Present: Erina Byers, Jerald DeLaGarza, Paul Foley, Andy Francis, Sally Harbin, Steve Herndon, Nick Longerbeam, Tony Robbins, Elizabeth Sabolovic, Paula Staley and Donna Trimble

Others Present: Jason Cole, grammar school principal; Jeff Ziegler, academic dean; Gary Blake, dean of students; Tessa Waldrep, grammar school assistant principal; and Edith Shumate, finance officer/business manager

Opening:

The meeting opened at 5:45 p.m.

Pledge

Prayer

Public Comment:

No public comment

Chairman's Moment:

Andy Francis reminded everyone about the board training this Saturday in Charlotte. He noted that Geoff Gorski and Tom Miller from Leaders Building Leaders were in attendance at the meeting. He noted that Joe Maimone could not be present because his mother is in the hospital and that our prayers are with them.

Minutes (att. 1):

The December board meeting minutes were presented. Paul Foley made the motion to accept the minutes, and Nick Longerbeam seconded the motion. The motion passed unanimously.

Financial Report (att. 2a-f):

Paul Foley noted that the finance committee met earlier in the day and reviewed the Dec. 31 budget, which is the halfway point for the year, and the school's audit. He will have recommendations during the finance committee's report later.

Continuing Business:**Team CFA Report (att. 3a):**

Erina Byers noted Team-CFA is working to expand. There are two new schools opening in Indiana, and some are being planned around the Raleigh area in North Carolina. CFA is working with NWEA on testing. Kristen Rodriguez is able to provide many varieties of MAP reports.

FORUM Report (att. 3b):

Elizabeth Sabolovic reported that the most recent minutes are included in the board packet. Big topics include the parking lot at the grammar school and a new bus. The Forum is wondering what is being done about the parking lot and with their donation.

Director's Report (att. 4a-c):

Jason Cole reported for Mr. Maimone. Highlights included current enrollment, registration, staff changes, snow days, and upcoming events. Mr. Cole noted that although the school has had several students withdraw over the past couple of months, it is not unusual and the numbers look "pretty good." Registration for the upcoming school year is already underway, and there are 102 Kindergarten applications already with 174 total applications. Mr. Cole noted we should retain most of the students we currently have. Heidi Young has replaced Stephanie Bergan in kindergarten, and Beverly Moffitt moved in Gary Blake's seventh grade math spot while he has assumed the role of dean of students. The 2016-17 school calendar has been released for the board to review tonight with 180 days. School will begin for students on Aug. 18 and end on June 2. Mr. Cole noted that is over 1,200 hours which is more than the required 1,025 minimum hours required by the state. To make up for the recent snow days, students will go a full day on March 24 and have an instructional day on April 29 rather than a teacher workday.

Upcoming events include the annual Open House on Feb. 26 and the 2020 Gala on Aug. 20 at the new equestrian center.

Committee Reports:**Executive Report:**

No report.

Community Relations:

No report, but Tony Robbins wanted everyone to be aware TJ also participated in the Shelby Christmas parade.

Curriculum:

No report, but Sally Harbin asked Donna Trimble if a meeting is needed soon to discuss textbook needs at the grammar school. Mrs. Trimble agreed that would be a good idea.

Finance:

Paul Foley made a motion to accept the Dec. 31 budget results including a couple recommended changes. Dr. DeLaGarza seconded the motion which passed unanimously. Mr. Foley noted the

committee also has reviewed the audit report from Darrell Keller and made a motion to accept the report with a second by Sally Harbin. The motion passed unanimously.

Facilities:

Andy Francis noted he was the new chairman for the facilities committee, and it had met recently to discuss several items. Mr. Francis addressed the Forum's questions about the grammar school parking lot. He noted an engineer has been out and has drawn up plans. "It is a process which takes time," said Mr. Francis. Dr. DeLaGarza suggested to expedite matters that the engineer present his information directly to the full board rather than to the committee which would then have to report to the board. Mr. Francis said he would see if that could happen. Other issues discussed at the meeting included leaks in the grammar school roof and an injured bus driver. Duke Energy is also working with the school to help replace aging bulbs at the grammar school with LED lights.

Fundraising:

Erina Byers noted the fundraising committee has been working on the 2020 Gala set for Aug. 20. Several levels of membership will be available for the evening. A special guest is being planned who will be available to certain guests before the gala starts. Raffle tickets will be sold ahead of time for \$2 with the goal set at 10,000 sold tickets. There will be a prize for the student and teacher who sell the most tickets. The evening will include food, drinks, raffle, a horse show, and special guest. The next fundraising committee meeting is set for 6 p.m. Feb. 25, at the high school cafeteria.

Legal Affairs:

No report.

Personnel (att. 5):

Paula Staley reported that the committee has been working on updating the social media policy for students. She noted Mr. Hess has put a lot of effort into preparing a revised policy for the committee. While this was technically the board's first reading of the policy, everyone had looked it over, and Mrs. Staley made a motion to accept the revised version with a second by Dr. DeLaGarza. The motion passed unanimously. She reported the committee will also be working on revising the staff handbook's social media policy. Anyone with any ideas or input should contact a member of the personnel committee. She hopes this revised policy will be ready for the board's March meeting.

Ad hoc Vision:

Jason Cole reported on the recent Ad Hoc business. Jerald DeLaGarza made the motion to have Challenge Foundations Properties develop a feasible building plan for the growth and expansion of TJCA. Paul Foley seconded the motion which was approved unanimously. Philip Byers noted that CFA representatives will go out and find three or four good options and start narrowing them down to present to the board.

New Business:

Upcoming meetings: The next few board meetings are scheduled for 5:45 p.m. March 1 (upper campus), April 5 (grammar school), May 3 (upper campus), and June 7 (grammar school).

Policy Update (att. 6): Edith Shumate explained the need for a consent form for adults using the high school weight room is because of OSHA requirements for insurance purposes. Mr. Maimone will send

out an email, and Coach Caldwell will put up a sign about adults having to sign a weight room consent form before using the facilities.

Discussion of board member voting and terms (att. 8): Paula Staley explained the current policy noted teachers may serve the board for two years and then are not allowed to come back on for four years. Her concern was over teacher representatives involved in the middle of a project when their term ended. Mrs. Staley made a motion that teacher reps may be asked to serve additional terms if so asked by the board and agreed to by the teacher. Sally Harbin seconded the motion which passed unanimously.

TJCA-CFA school calendar for 2016/17 (att. 7): The board reviewed the calendar for the upcoming school year. Andy Francis asked if teachers had an input. Donna Trimble noted the calendar had been sent out to several parties who had made several suggestions. Paul Foley made a motion to accept the 2016/17 calendar with a second by Nick Longerbeam. The motion passed unanimously.

GPA and grade scale policy – second reading for board approval (att. 11 a-c): Jeff Ziegler explained the state Board of Education made several decisions last January which affected TJ's grading procedures including going to a 10-point scale, no gradation for GPA scales, and a reduction of the weighted Honors and AP GPA scale. While TJ has implemented the 10-point scale, Nick Longerbeam noted Mr. Maimone got permission for the school to go back to using our former Honors and AP weighted scales with a sliding GPA scale. Paul Foley made the motion to accept the sliding scale and weighted GPA scale. Sally Harbin seconded the motion which passed unanimously.

Team CFA Nashville conference: Board members are encouraged to attend the annual conference which is set for June 22-26 in Nashville, Tenn., with the theme of "Harmonizing Together for Student Success in the Athens of the South."

Contracts:

- Acadia Northstar – PowerSchool (att. 9): Edith Shumate explained Heather Ensley has left TJ to return to the classroom, so rather than hiring and training another person to handle PowerSchool to allow Acadia to manage the school's account. Acadia has a team handling the PowerSchool needs and has already started working on scheduling for the next school year. This contract has already been signed, but needs approved by the board. The remainder of Mrs. Ensley's salary will cover the cost. Paul Foley made a motion to approve the contract with a second by Jerald DeLaGarza. The contract was approved unanimously.
- Darrell Keller engagement letter 15/16 audit (att./ 10): This is Mr. Keller's contract for next year's audit. Elizabeth Sabolovic made the motion to approve the contract with a second by Sally Harbin. The contract was approved unanimously.

Paul Foley made the motion to adjourn. The board adjourned at 6:35 p.m.