

Thomas Jefferson Classical Academy: CFA

Board Meeting

06JUN17

Location: Grammar School

Present: Paul Foley, Steve Herndon, Nick Longerbeam, Ray Maxwell, Elizabeth Sabolovic, Paula Staley, Jerald DeLaGarza, Steve Herndon, & Donna Trimble. Erina Byers phoned in.

Absent: Sally Harbin

Others Present: Joe Maimone, Headmaster; Gary Blake, upper campus principal; Jason Cole, grammar school principal; Tessa Waldrep, grammar school assistant principal; and Jeff Ziegler, academic dean.

Opening:

The meeting opened at 5:49pm.

Pledge

Prayer

Public Comment:

Jill Rash thanked Mr. Scott Scruggs and Mr. Johnny Lovett for their years of teaching at TJ.

Chairman's Moment:

Paula Staley thanked all the volunteers who make TJ possible. Our volunteers are an amazing group: Burgundy and Gold Scholarship Committee, Gryphon Youth Football Association, and the Forums at both campuses. This year was a true team effort and it was a great year as a board.

Mr. Maimone thanked Mr. Scott Scruggs and Mr. Johnny Lovett for their years of teaching at TJ. They were there at the beginning.

Minutes (att. 1):

The May board meeting minutes were presented. Paul Foley made the motion to accept the minutes, and Andy Francis seconded the motion. The motion passed unanimously.

Paul Foley made the motion to amend the February Board minutes to reflect the contract approval for Mr. Darrell Keller. Andy Francis seconded the motion. The motion passed unanimously.

Insurance Update: Steve Griffin reviewed our current liability coverage. Current coverage is \$18.3 million. Steve suggested that we consider including cyber liability and possibly increasing our travel liability.

Closed Session: At 6:09pm Paula Staley asked for a motion to move into closed session pursuant to NCGS 143-318.11. Nick Longerbeam moved to go into closed session to discuss privileged matters. Board reconvened in open session at 7:25pm.

Financial Report (att. 2a-d):

Paul Foley noted the finance committee had met earlier in the day and the budget is on target. Paul noted that we have a surplus at the present time. Paul Foley made the motions that TJCA hire All Good Contracting to paint the Grammar School pending proof of insurance and that TJCA purchase new bleachers for the visitors' side. Jerald DeLaGarza seconded the motions. The motion passed unanimously.

Continuing Business:**Team CFA Update:**

Paul Foley noted that 19 schools will attend the CFA conference and the focus will be on teachers. He noted that there is discussion with CFA to help with the purchase of new Chromebooks. CFA provided a grant to send teachers to the conference.

FORUM Report (att. 3):

Elizabeth Sabolovic noted that the Forum elected the following officers: Chairman: Pam Jones; Vice Chairman Grammar: Kelly Hall; Vice Chairman Upper: Jen Halliday, Effie Fiore, and Stephanie Taylor; Secretary: Becca Schweppe; and Treasurer: Ashley Garland. The Forum will be dispersing \$23,000 for teachers' classroom needs before the end of the year. The Forum also provided teacher appreciation lunches at both campuses. The Forum will provide the Graduation Reception.

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

Mr. Maimone noted that the Burgundy and Gold Scholarship dinner was a huge success. Andy Francis stated how grateful TJCA is to the First Baptist Church of Forest City for hosting the dinner. Mr. Maimone noted that the fair funding for schools has not yet passed. He also stated that there may be legislation that could help TJCA with transportation funds. The Assistant Principal position will go to the personnel committee for confirmation. Field day and the awards ceremonies are scheduled for the end of May/first week of June. The enrollment for 2017/18 is expected to be between 1320 and 1330 and we still have 242 students on the waiting list.

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

See legal affairs notes.

Community Relations (att. 5b-c):

Tony Robbins noted that Mayfest in Rutherfordton went well with 10-12 staff and students participating.

Curriculum:

Mr. Maimone noted that the committee had met and there are several important topics being discussed. There is an increase in AP course enrollment for next year. The committee is exploring community college courses to fill any gaps in our curriculum. However, it is not an option at this time.

Facilities:

Ray Maxwell noted that the Facilities committee had met. Facilities committee recommended the purchase of new visitors' side bleachers and hiring Good All Contracting to paint the Grammar School. See Financial notes. The committee tabled the paving of the parking lot until we have a direction for the 2020 Vision. Committee wants to explore paving handicapped parking spaces for better access to the stadium.

Fundraising:

Did not meet.

Legal Affairs:

Paula Staley provided an update on the legal audit by David Hostetler. Mr. Hostetler has reviewed the governance and finance policies/procedures and he has made recommendations to the Executive and Legal Affairs committees. He will provide a detailed follow-up.

Paul Foley asked that the following motions be made:

1. Motion to adopt recommendations of Legal Counsel to position TJCA in its strategic planning for continued school success and expansion, effective July 1, 2017 (FY 2017-18), by establishing a three-person collaborative School Administration Team of Headmaster, Upper School Principal, and Lower School Principal, each of whom shall report directly to the Board (via the Executive Committee), and consult, advise and coordinate with each other regarding their respective areas of primary responsibility. The Team shall meet and operate in the manner specified according to Legal Counsel's detailed recommendations provided to the Board to address legal as well as practical issues according to best practices, including the establishment of a Resolution and Transition Ad Hoc Committee comprised of Executive Board members, and chaired by Paul Foley.
2. Motion to retain a full-time Human Resource Director as soon as possible (and prior to the start of the 2017-18 school year), to be supervised by the Upper School principal.
3. Motion to continue Legal Counsel's current legal audit, as needed, including submission of ongoing legal audit reports and recommendations to address other specific legal and administrative matters currently and subsequently identified. This shall include review and revision of board policies and other school practices, in coordination with the Executive Committee and School Administration Team.
4. Motion to continue the terms of current board Forum and Teacher representatives indefinitely, pending further review and recommendations by the Resolution and Transition Ad Hoc Committee, at the will of the board.

Ray Maxwell made the motions and Jerald DeLaGarza seconded the motions. The motions passed unanimously.

Personnel/Policy (att. 6):

Personnel committee did meet and the committee recommends that Mr. Mike Fair be hired as the Assistant Principal effective August 1, 2017. Andy Francis made the motion and Steve Herndon seconded the motion. The motion passed unanimously. Mr. Fair's teaching vacancy will be filled by administration. Jason Cole noted that he is still interviewing candidates for the 3rd grade teaching position.

Ad hoc Vision:

Paul Foley noted that the vision committee had met. Little Construction company had provided information for staying on the current campus. The committee wants to compare the engineering data between David Odum and Little Construction. The boring results for current campus did not yield any significant findings. The committee will continue to explore site options.

New Business:

Upcoming meetings: The next few board meeting is scheduled August 1 (upper).

Policy updates will continue and Mr. Hostetler will provide updates at the August 1 meeting for approval.

The beginning teacher plan was presented for approval with the amendment that Human Resource Officer and the Finance Officer will both provide support. Andy Francis made the motion and Donna Trimble seconded. The motion passed unanimously.

Jeff Ziegler presented the preliminary EOG/EOC data. TJCA had an overall 85.45% efficiency out of 1711 tests taken.

Andy Francis made the motion to adjourn and Steve Herndon seconded the motion. The meeting adjourned at 8:05pm.