

Thomas Jefferson Classical Academy: CFA

**Board Meeting**

**07MAR17**

**Location:** Upper Campus, Leitner Auditorium

**Present:** Erina Byers, Paul Foley, Nick Longerbeam, Ray Maxwell, Elizabeth Sabolovic, Paula Staley, and Jerald DeLaGarza by phone

**Not Present:** Steve Herndon & Donna Trimble

**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, Georgia Maimone

**Opening:**

The meeting opened at 17:47.

Pledge

Prayer

**Public Comment:**

Clay Flower addressed the board.

**Chairman's Moment:**

Paula Staley stated that everyone has a collective desire to make TJ work. The success of TJ requires teamwork and every voice matters.

**Minutes (att. 1):**

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

**Financial Report (att. 2a-d):**

Paul Foley noted the finance committee had met earlier in the day and reviewed the 401k accounts. He noted that everything is in order. Mr. Foley stated that planning for the 2017-2018 budget is in progress and it will be ready for April board meeting. Mr. Foley noted that there was an unexpected revenue adjustment from the state to the existing budget which added \$32,000 to the budget.

**Continuing Business:**

**Team CFA Update:**

Erina Byers noted that there are many legislative bills in progress that will benefit charter schools if passed. Erina also reminded the board that board training will be March 16 in the grammar school library. CFA will be providing dinner, so please RSVP Tony Helton.

**FORUM Report (att. 3):**

Elizabeth Sabolovic noted that the spirit rocks at both campuses have raised \$450. Elizabeth noted that the next Dine Out night will be March 23 at Pleasant City in Shelby. Elizabeth stated that the Forum will be helping with the Singapore math training at the grammar school. The next Forum meeting will be March 21 at the grammar school at 1800.

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

Joe Maimone reported that we have received 300 applications so far. He noted that we have 122 applications for kindergarten to date. Pinnacle had its lottery this week and they accepted 127 applications for kindergarten. He announced that the Burgundy & Gold Scholarship Committee will host a fundraiser golf tournament on April 28 at Cleghorn. He noted that TJCA had 100% participation for the 11<sup>th</sup> grade ACT exam. Highlights of the report were: 1- applications are running about 10% ahead of last year, we ended last year with 365 applications at the March 15 deadline. 2-two additions to academic policies are presented in the packet, 3-encouraged board members to help spread the word for the Sock Hop concert dinner and fundraiser on April 1.

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

Did not meet.

**Community Relations (att. 5b-c):**

Did not meet. Tony Robbins noted that enrollment in the Science Academy at Gardner Webb is ongoing.

**Curriculum:**

Joe Maimone presented the following items to the board:

1. Approve revised 6-12 course schedule as outlined above: -add 5th rotation for grade 6 for computer/media (1 position addition) Revise 7th/8th computer to coding focus -change 9th grade schedule to match 10-12, seven 50 minute periods. An additional STEM Discovery will be added as a requirement giving students a physical science credit. Current science teachers can work this in schedules, so no new position required. See notes. -change 10th grade requirement via updated math stream, with Geometry focus in Math II replacing Logic I. This frees up an elective 10th grade period. Logic I and II will be combined into Logic five days per week in grade 11. No net staff change. -work to replace non-AP math track for 11th&12th grade with dual enrollment courses (1 position reduction). Paul Foley made the motion that the board accept the schedule change. Ray Maxwell seconded the motion. Sally Harbin asked about opportunities for Arts and Music electives. With the new schedule it was noted that students will have the opportunity for more electives. Motion passed unanimously.
2. Recommend that board gives administration discretion to apply for Title I funding beginning with 17/18 school year. Andy Francis made the motion to grant administration the discretion to apply for Title I funding. Jerald Delagarza seconded the motion. Motion passed unanimously.

**Facilities:**

Ray Maxwell thanked the staff for improvements in cleaning up the campus. Ray noted that the facilities committee will make recommendations for projects at the April meeting Ray noted that there was an incident on one of the buses that caused antifreeze to leak into the bus. Paula Staley thanked Tessa

Waldroup for making sure all the students involved were taken care of and their parents were notified. Andy Francis made the motion to perform preventative maintenance on the remaining buses to prevent another antifreeze leak. Sally Harbin seconded the motion. Motion passed unanimously.

**Fundraising:**

Joe Maimone noted that on April 1 there will be 50s/60s sock hop in the Auditorium. There will be a hot dog/hamburger plate dinner at 530 for \$10 plus show at 7PM \$10.

**Legal Affairs:**

Paula Staley stated that the legal affairs committee had met for approval to speak to the staff lawyer regarding the revision clause on the property deed. There has been not update.

**Personnel/Policy (att. 6):**

Did not meet.

**Ad hoc Vision:**

Paul Foley reported the committee had met earlier that day and heard discussions from Brian King and Clark Poole regarding the economic future of Rutherford County. Mr. Maimone plans to meet with RHI Foundation Director to discuss possible partnerships. Paul Foley noted that the Matheny property will be removed for consideration due to county plans for an industrial complex. Paul Foley requested the board to ask TJCEF to fund Vick Knight site comparisons for the current site and for the Ruff Property at a cost of \$8,860 along with Soil Boring tests for the current site at a maximum cost of \$5,000. The total request from TJCEF is 13,860. Andy Francis seconded the motion. The motion was approved unanimously.

**Continuing Business:**

**Upcoming meetings:** The next few board meetings are scheduled for 5:45 p.m. April 4 (grammar), May 2 (upper), June 6 (grammar).

**New Business:**

Joe Maimone noted that TJCA is compliant in all areas of the Charter School Performance Framework. Joe Maimone stated the need to improve on the measure for meeting or exceeding expected growth.

Joe Maimone presented the following new policy for the Student Handbook:

Section: 3000 - Students & Parents

Title : Assignment Weighting Policy

Number: 3195

Status: Active

Adopted: March 2017

No single graded assignment may count for more than 20% of a trimester's average, with the exception of the final presentation of the senior rhetoric thesis. Different components of a larger assignment may receive separate grades that total more than 20% (for example, 10% for a paper outline, 15% for rough

draft, and 20% for final copy)

Joe Maimone presented the following revised policy:

Section: 3000 - Students & Parents

Title : ACADEMIC INTEGRITY POLICY and PLAGIARISM POLICY

Number: 3220

Status: Active

Adopted: Revised: March 2017

Instances of plagiarism are disciplinary matters and should be reported to the principal or his designee along with supporting documents. The principal will inform the student and teacher of the disciplinary consequence in accord with the seriousness of the offense.

There are two types of plagiarism offenses.

1. Sloppy citation occurs when a student fails to include all necessary in-text citations or turns in a works-cited page that has errors or is incomplete. Depending upon the extent of the offense, the principal or his designee, after consulting with the teacher, may award the student a reduced grade on the assignment or administer some other penalty at administrative discretion.

2. Fraud, the deliberate presentation of a source's ideas or words as one's own, is a serious offense. Fraud is a serious offense and includes, but is not limited to,

- copying and pasting material from a source without quotation marks or citation (penalty: following consultation with the teacher, a failing grade of 0-59, at the discretion of the principal or his designee, depending on seriousness of the offense)

- copying and pasting material and changing a few words, again without quotation marks or citation, to make it sound as if the work is the student's own work (penalty: following consultation with the teacher, a failing grade of 0-59, at the discretion of the principal or his designee, depending on seriousness of the offense)

- other offenses, such as presenting a source's ideas as one's own without citation (penalty: following consultation with the teacher, a reduced grade on the assignment, or some other penalty at administrative discretion, depending upon the extent and seriousness of the offense)

TJCA-CFA encourages collaboration among teachers. When two teachers collaborate on an assignment that counts in both classes, each should assign a separate grade. Depending on nature and seriousness of the offense, a plagiarism penalty in such a case may affect one or both grades, at the discretion of the principal or his designee.

Paul Foley made the motion to accept both policies. Sally Harbin seconded. Motion passed unanimously.

Sally Harbin suggested that the Board recognize the senior students who are on the Academic Team at the May board meeting. Sally shared the story about how the Academic Team recused themselves from a recent completion when a member realized the team had already had the questions at a recent event.

**Board Retreat Planning and Board Member Training:** Paula Staley noted Tony Helton has scheduled

board training on March 16 at the grammar school from 1700-1900. CFA will be providing dinner, so please RSVP Tony Helton.

Jerald DeLaGarza made the motion to adjourn. The board adjourned at 1853.