

Thomas Jefferson Classical Academy: CFA

Board Meeting

Sept. 6, 2016

Location: Grammar School Music Room

Present: Erina Byers (via phone), Paul Foley, Andy Francis, Sally Harbin, Steve Herndon, Nick Longerbeam, Ray Maxwell, Tony Robbins, Elizabeth Sabolovic, Paula Staley and Donna Trimble

Not Present: Jerald DeLaGarza

Others Present: Joe Maimone, headmaster; 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 5:43 p.m.

Pledge

Prayer

Public Comment:

No public comment

Chairman's Moment:

Paula Staley said thank you to the teachers, staff, and administration for a great welcome back to the school year.

Minutes (att. 1):

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

Financial Report (att. 2a-g, 3a, b):

Paul Foley noted the finance committee had met earlier in the day and reviewed expenditures through June 30. He made the motion to accept the June 30 budget report with a second from Andy Francis. The motion passed unanimously. Mr. Foley also noted the committee reviewed the 2016-17 budget and will give the final recommendation to accept the budget at the board's October meeting. The committee also reviewed and accepted the minutes of their Aug. 2 meeting.

Continuing Business:

Team CFA Report (att. 4a):

Erina Byers noted that TeamCFA will no longer have an annual board dinner but will now have lunches at various schools on their workdays. Paul Foley reminded board members that TeamCFA will sponsor a board training on Saturday, Nov. 5 at Lake Lure. Paula Staley explained that the annual conference in Nashville in June would also count as a training session for board members who attended. Joe Maimone asked if an RSVP was needed for the November training, and Mrs. Byers said she would be able to answer that closer to the date.

FORUM Report (att. 4b):

Steve Herndon noted the Forum was interested in changing its name to a PTO or perhaps TJ Forum/PTO. Paula Staley and Edith Shumate explained that this name change would change how the organization handled its business and finances. He also noted the Forum has relocated its sign at the grammar school because the previous location was blocked by the new parking spaces. The Forum has donated \$1,000 toward the 2020 Vision and has planned the Fall Festival for Thursday, Oct. 20.

Burgundy and Gold Committee

Joe Maimone noted that the committee's first event will be at the Sept. 24 football game. The committee also asked for board approval of its new president. Andy Francis made the motion to accept Jolly Putnam as the Burgundy and Gold Committee president with a second by Nick Longerbeam. The motion passed unanimously.

Director's Report (att. 5a, b):

Joe Maimone noted student numbers were holding close to 1,300 for the start of the year and that the schools were in the middle of fall MAP testing. He explained he hoped to have a report on the testing at the board's October meeting. He reported that the school's state grade was a B for the 2015-16 school year. This was a result of a change in the state's growth formula not because of a decline in the school's scores or proficiency. Both which increased.

He also reported that the Gala was a great success, raising close to \$60,000 which put the 2020 Vision funds over \$250,000.

Committee Reports:

Executive Report:

Paula Staley noted the committee met Aug. 3 in order to discuss staff salary increases and look at procedures for hiring for the sake of transparency.

Community Relations (att. 5c):

Tony Robbins reported the committee met on Aug. 30 to discuss new brochures and other materials. The brochures are a priority, and Steven Herndon is working on a draft. Mr. Robbins said the committee would like to see the brochures printed and ready to use at upcoming events. Another priority for the committee is participation in local events. These include the Fall Festival in Rutherfordton on Oct. 1, the Mush, Music and Mutts Festival in Shelby on Oct. 15, and the Santa House in late November and early December. Homecoming at TJ will be Oct. 7 with the parade in Forest City. Mr. Robbins hopes to confirm a date for Military Night at the next meeting. The evening

will benefit the Special Operation Warriors Fund. He also noted the school will be advertising on the Communicator billboard in Shelby and Forest City and creating a promo video. Nick Longerbeam noted the school will also participate in the science camp with other county schools at Gardner-Webb again this school year.

Curriculum:

Sally Harbin reported that the committee met Aug. 31 with five or six items on which to focus, including concern over the number of students participating in AP classes, MTSS, and if our curriculum is what we want it to be. Mrs. Harbin noted the committee will continue to meet the fourth Wednesday of each month to discuss these issues. Discussion took place over decreasing incentives from the state for students to take AP classes compared to community college courses.

Facilities:

Ray Maxwell noted the committee had attempted to meet but had not been successful. He has met with Jeff Ruppe and toured the upper campus facility. He hopes to do the same with the grammar school campus.

Fundraising:

Paula Staley noted because of his busy schedule Dr. DeLaGarza was not able to continue as committee chairman. Joe Maimone and Tony Robbins agreed to co-chair the committee.

Legal Affairs:

Paula Staley noted the committee met Sept. 1 to make sure we continue with transparency at the school and continue with job training.

Personnel/Policy:

Paula Staley noted the committee worked very hard to make sure our teachers received comparable salaries and then met Aug. 30 to work on administrative job descriptions and six new staff policy updates. Some of the updates focused on teacher evaluation tools and job postings so that teachers have the opportunity to apply for openings within the school. Paul Foley made a motion to approve the staff policy updates with a second by Andy Francis. The motion passed unanimously.

Mr. Foley asked that the board defer approval of the administrative job descriptions. He noted that it seemed as if a tremendous amount of responsibility was being placed on the headmaster at a time when we need him to focus on the 2020 Vision and school growth. Mrs. Staley said this meeting would count as a first read on the job descriptions.

Andy Francis made a motion to accept the 2016-17 organizational flowchart with a second by Sally Harbin. But after some discussion of moving transportation responsibilities under the assistant principals, Mr. Francis made the motion to table a decision on the chart, and Mrs. Harbin seconded the motion.

Ad hoc Vision:

Paul Foley reported the committee had met that day and made progress in setting priorities for students at the new building. He noted representatives from Challenge Foundation Properties will respond to TJ within the next couple of weeks with some necessary information.

Athletic:

Paul Foley made a motion to amend the evening's agenda to include a report from the newly organized Athletic committee. Sally Harbin seconded the motion with passed unanimously. The committee met for the first time on Aug. 29 and discussed topics such as eligibility and buses. Eligibility issues have arisen with the state not allowing students to participate in sports at TJ after transferring from local schools, and the committee would like to see the school have air conditioned buses for sports teams and longer field trips.

New Business:

Upcoming meetings: The next few board meetings are scheduled for 5:45 p.m. Oct. 4 (upper campus), Nov. 1 (grammar school), and Jan. 3 (upper campus). Board members can also help at the staff luncheon on Dec. 16 at the upper campus.

Policy Updates (att. 6a-c): Joe Maimone explained these updates included minor changes on the Code of Conduct, Cell Phone Use, and Licensure Policy as suggested by administration. Paul Foley made the motion to accept the policy updates with a second by Nick Longerbeam. The motion passed unanimously.

Andy Francis made the motion to adjourn. The board adjourned at 6:53 p.m.