

Thomas Jefferson Classical Academy: CFA  
Board Meeting Minutes  
August 5, 2014

Location: High School Media Center

Present: Andy Francis, Ted Bell, Paul Foley, Philip Byers, Nick Longerbeam, Jeff Powell, Donna Trimble, Paula Staley, Rhonda Alexander, Sally Harbin

Absent: Jerald DeLaGarza, Jason Ruff

Others Present: Joe Maimone, Jason Cole, Edith Shumate, Patty Kean, Cathy Demas

**OPENING:**

The meeting opened at 5:45 PM

Pledge

Prayer

**PUBLIC COMMENT:**

No Public Comment

**CHAIRMAN'S MOMENT:**

Andy Francis welcomed Rhonda Alexander as the new JHSH Forum Board Representative.

**MINUTES:**

The July 2014 minutes were presented. Paula Staley mentioned a correction to the minutes that was sent in an email. Widow spelling needs to change to Window. Paul Foley Made the motion to accept the minutes with the changes. Jeff Powell seconded the motion. The motion passed unanimously. The minutes will be corrected.

**FINANCIAL REPORT:**

The Final June 30, 2014 financial report will be presented in September.

The 2014-2015 Planning Budget including a 5 % ADM increase and average teacher salary increase of 5% was presented for information. Currently the 2014-2015 Planning Budget is not pulling from fund balance. Money is needed for the Windows. State ADM Allotment numbers have not been received.

**CONTINUING BUSINESS:**

**TEAMCFA UPDATE:**

Paul Foley and Philip Byers presented the report. The TeamCFA Newsletter will be back next month. The affiliate agreement update will be coming. The new agreement will be compared to the former agreement signed by TJCA. Cathy Kinter is moving to a 75% position with TJCA and will work with TeamCFA 25% as Core Knowledge facilitator.

**FORUM REPORT:**

Please see the attachment. The representatives are currently working the uniform resale. The voucher program for used or new uniforms has not been finalized. The Forum Council will meet Monday, August 11, 2014 at 6:30 pm, at the grammar school. The voucher program will be addressed at the next

meeting. A day for needy students at the Uniform Resale was not added due to low inventory. Needy students will be helped throughout the year.

**DIRECTOR'S REPORT:**

Joe Maimone presented the director's report. Currently, there is no waitlist for Kindergarten. Fifth grade enrollment is down to 102 students. The 5<sup>th</sup> grade plan is to add another assistant should the budget numbers come through. The Gala Fundraiser is scheduled for August 23, 2014 with 1400 invitations having been mailed. Stonecutter Foundation has committed \$50,000 to the Capital Campaign for the first year with the hope of giving additional funds later. TJCA was featured by the Office of Charter Schools in the "Back To School Letter." Please see the information stated in the attached TJCA August Newsletter.

**COMMITTEE REPORTS:**

**Executive Committee:** No report.

**Community Relations Committee:** No report.

**Curriculum Committee:** No Report.

**Finance Committee:**

Paul Foley presented the Finance Committee Report. The committee makes the motion to accept the 2014-2015 salary increases. Ted Bell seconded the motion. The motion passed unanimously.

**Facilities Committee:**

Please see the attached report. The drop ceiling has been installed in the JR High Gym. The mini splits have been installed. The electrical will be completed before students return. The chimney has been removed. The Window project is on hold until next summer. The windows may be purchased and stored now if the budget numbers come in appropriately. The board asked how much storage would be needed. If storage is necessary, space may be donated.

**Fundraising Committee:** No report

**Legal Affairs Committee:**

Ted Bell presented the Casper's Agreement as a second read. This version has not been discussed with Casper's. The Value line will not be implemented. The quality of the value line was not acceptable. The middle column on the price list is the current price list. Issues have arisen concerning the lack of price reduction for the plaid skort. The next school newsletter will include an explanation of the core uniform items that will have a price reduction. The plaid was never on the price reduction list. The indemnity clause must be added to the agreement. Paula Staley made the motion to accept the agreement with the addition of the indemnity clause and the removal of the value line. Nick Longerbeam seconded the motion. The motion passed unanimously.

**Personnel Committee:** No committee report. Joe Maimone and Jason Cole were asked to sit on the committee as advisory members.

**NEW BUSINESS:****Next meetings:**

- **Tuesday, September 2, 2014, 5:45 PM Grammar School**
- **Tuesday, October 7, 2014, 5:45 PM Upper School**
- **Tuesday, November 4, 2014, 5:45 PM grammar School**

**STAFF STUDENT POLICIES:**

The second reading of the Staff/Student Policies with changes was presented. Paul Foley made the motion to accept the Staff/Student Policies. Jeff Powell seconded the motion. All previous grandfather clauses end July 1, 2015 for the Uniform Policy. The old plaid and the dual logos will not be accepted for the 2015-2016 school year. Only the TJ logo ( include picture) will be accepted for the 2015-2016 school year. Jason Cole and Joe Maimone will talk with Bradley's concerning the TJ logo agreement. Cease and Desist Letters will to be sent to all those identified as using TJ logo without permission. The Forum Hoodies are part of the core uniform. These comments will be added to the uniform policy. The motion to accept the staff and student policies as written with the above changes passed unanimously.

**FIVE YEAR RENEWAL:**

The application for the Five Year Charter Renewal is included in the packet. State Approval for charter renewal will be brought to the board when received.

**STAFF HANDBOOK DISCUSSION:**

The Staff Handbook was presented as a Google Document. Paul Foley made the motion to accept the Staff Handbook noting The Finance Committee recommendation to accept the Financial Procedures included in the staff handbook. Jeff Powell Seconded the motion. The staff handbook with changes was approved unanimously.

**LEASES:**

Ted Bell made the motion to accept the two TJCEF Leases. Sally Harbin seconded the motion. The motion passed unanimously with one abstention from Philip Byers, Executive Director for TJCEF.

**ADJOURN:**

Ted Bell made the motion to adjourn. Jeff Powell seconded the motion. The motion passed unanimously.

The meeting adjourned at 6:49 pm