

Thomas Jefferson Classical Academy: CFA

July 8, 2014

Board Meeting

Location: Grammar School

Present: Andy Francis, Paula Staley, Sally Harbin, Paul Foley, Philip Byers, Ted Bell, Jason Ruff, Nick Longerbeam, Jeff Powell

Absent: Donna Trimble, Ted Bell, Jerald DeLaGarza

Pledge and Opening:

The meeting opened at 5:49 PM.

Pledge

Prayer

Public Comment:

No Public Comment

Chairman's Moment:

Andy Francis welcomed Nick Longerbeam and Donna Trimble to the board.

Minutes:

The June 3, 2014 board minutes were presented. Ms. Staley asked if someone misspoke at the June meeting as the Board was informed at the June meeting that it cost \$50,000 dollars to purchase and install one modular when TJ bought the modulares last summer. Jason Cole did in fact clarify that the cost of \$50,000 dollars was the price for the purchase and installation of five modular classrooms. Jason further stated that he could investigate looking into getting modulares at a reduced price if it were necessary. Paul Foley made the motion to accept the minutes. Jason Ruff seconded the motion. The motion passed unanimously.

Financial Report:

The May 31, 2014 Financial Reports were presented for information. The state has not released numbers concerning the 2014-2015 budget. If numbers come in as hoped, salary changes will be computed.

CONTINUING BUSINESS:

TEAMCFA Report:

Paul Foley and Philip Byers presented the TeamCFA Conference Report. The trophy for the Showcase will be displayed at the grammar school for ½ of the year and at the High School for ½ of the year. The conference was an overwhelming success. The 2015 conference will be in Denver. The 2016 conference will be in Nashville. Jeff Ziegler presented one of the key note addresses.

FORUM REPORTS:

No Forum reports were available.

Director's Report:

Joe Maimone presented the Director's report.

- Christina Luscalzo and Tomihiro Ono will be joining the staff. There are two teacher and one TA position open at the Grammar school. Chris White will be leaving TJCA. Michael Caldwell will replace Chris White as Athletic Director. Chris Jones will take on the role of MS Athletic Director.
- We have siblings sitting on a waitlist for 1st grade.
- The Director's report includes a preliminary test result report.
- The Gala plans continue. Invitations will be mailed soon.
- The official approval from the State Board of Ed of the updated by-laws has been received.
- CORE KNOWLEDGE School of Distinction plaques have arrived! One plaque will be displayed on the lower campus. One Plaque will be displayed on the upper campus

Credit by Mastery Policy:

A second reading of the Credit by Mastery Policy was presented. An additional paragraph was added to address honors credit for demonstrated mastery. Paul Foley made the motion to accept the Credit by Mastery Policy. Paula Staley seconded the motion. The motion passed unanimously.

Committee Reports:

Executive Committee: No report.

Community Relations Committee: No report.

Curriculum Committee: No report.

Facilities Resources Committee Report:

The Facilities Committee met to discuss summer projects. Heating and Air Conditioning needs to be replaced in the Middle School at a cost of \$66,000. The Heating and Air in the Middle School Gym needs to be replaced at a cost of \$12,620. The ceiling in the Middle School Gym needs to be lowered to help with heating at a cost of \$12,100. The Facility Committee asked the Finance Committee to use Fund Balance to cover these three capital projects - \$66,000 for the Heating and air conditioning in the JR High building, \$12,620 for the heating and air in the JR High Gym, and \$12,100 for the drop ceiling in the junior high gym. The funds for the Widow project will come from the budget at a cost of \$49,500. Quotes for The new parking lot at the grammar school project are being accepted. Additional Personnel and signage will be put in place at the grammar school. Efforts by Horsehead are being made to get some contractors to donate the grading work for the parking lot. The stone and asphalt for the lot will cost approximately \$21,000.

Paul Foley made the motion to move ahead with the parking lot project should the work and material be donated. Paula Staley and Sally Harbin seconded the motion. The motion passed unanimously.

Finance Committee Report:

Paul Foley presented the Finance Committee report. The Finance Committee recommends that up to \$90,720 to cover the cost of three capital projects - \$66,000 for the Heating and air conditioning in the JR High building, \$12,620 for the heating and air in the JR High Gym, and \$12,100 for the drop ceiling in the junior high gym - be allocated from fund balance if needed.

The Finance Committee recommends that TJCA recover \$30,240 per year over the next three years by showing a net surplus to replace the fund balance if the money is used.

The Finance Committee made the motion to use up to \$90,720 to cover the cost of three capital projects - \$66,000 for the Heating and air conditioning in the JR High building, \$12,620 for the heating and air in the JR High Gym, and \$12,100 for the drop ceiling in the junior high gym - be allocated from fund balance if needed, and to recover the used Fund Balance Funds in increments of \$30,240 in net surplus over the next three years. Jason Ruff seconded the motion. The motion passed unanimously.

The planning budget salaries will be adjusted if the state numbers for the ADM come through of as hoped.

The bond investment reserve recommendations from Arbitrage Financial Group were reviewed. The recommendation was not accepted by the Finance Committee due to the low return.

Fundraising Committee:

The committee will meet July 20, 2014 at the home of the Patel's to finalize the Gala plans.

Legal Affairs Committee Report: No report.

Personnel Committee: No report.

NEW BUSINESS:

The Board Committees for 2014-2015 were presented by Andy Francis. See attachment. The Finance Committee has a majority board representation and will need to post all meetings. The Finance Committee will meet at 4:30 prior to the scheduled Board meetings.

Next Meetings:

There was discussion about possibly moving to bi-monthly meetings, even months for a total of six meetings per year. Several members preferred to remain with the monthly meetings, excluding Decembers.

August 5, 2014, Upper Campus, 5:45 PM

September 2, 2014, Grammar Campus 5:45 PM

October 7, 2014, Upper Campus 5:45 PM

November 4, 2014, Grammar Campus 5:45 PM

Confirm Board Terms:

Please see the attachment. The voting and nonvoting positions will be noted on the list of Board Directors.

First reading of Recommended Staff/student Policy Amendments:

Joe Maimone presented the policy changes for a first reading. Please see the attachments.

- Uniform Policy – The Uniform Policy shoe requirement wording was updated.
- Academic Policy - The Academic Policy will do away with the mandatory afterschool tutoring. Parents will be contacted and conversations will be documented.
- Academic Probation –The Academic Probation Policy was changed from quarters to a tri-semester system. Parents can access grades at any time through Powerschools. The tri-semester helps with extracurricular eligibility determination. The tri-semester system eases some paperwork for the teachers.
- Code Of Conduct – The Code of Conduct Policy was added for information and review.

Fifth Grade Options:

Mrs. Maimone presented as the co-founder of the school and as a fifth grade teacher. After discussions with Mr. Cole, Mrs. Maimone presented two different options to lower the teacher student ratio in 5th grade.

Plan A: Create a 5th section in one of the EC areas which will be a smaller section.

Plan B: Add additional staff in 5th grade to lower the student/ teacher ratio. Two assistants will be dedicated to 5th grade.

If students withdraw in 4th grade, the positions will not be replaced unless numbers fall below 100.

The original plan was to take 5th grade to 25 students per section. Currently we are over by 6 students. (27 in 2 sections, 26 in two sections.) We will reassess these options as we get closer to school opening.

Contracts/Leases:

The Casper's Agreement was presented as a first reading. A question arose regarding the liability to TJ for those using the trademarks. TJ is responsible for the misuse of the trademark. TJ will need to send cease and desist letters. Will this agreement lead us to legal expenses concerning trademark misuse? The wording needs to be reviewed. Casper's will need to be allowed to enter bids for team and club articles. The contract will be reviewed in the legal affairs committee. Mr. Wantuch will be invited to the committee meeting.

Teacher Contracts-waiting on state numbers.

ADJOURN:

Paul Foley made the motion to adjourn. Paula Staley seconded the motion. The meeting ended at 7:38 PM.