

Thomas Jefferson Classical Academy: CFA

Board Meeting

April 11, 2018

Location: Upper Campus, Leitner Auditorium

Present: Paul Foley, Andy Francis, Sally Harbin, Ray Maxwell, Tony Robbins, Elizabeth Sabolovic, and Donna Trimble

Not Present: Jerald DeLaGarza, Steve Herndon, Nick Longerbeam

Others Present: Joe Maimone, headmaster; Jason Cole, grammar school principal; Gary Blake, upper campus principal, Dianna Bridges, HR

Opening:

The meeting opened at 5:47 p.m.

Pledge

Prayer

Public Comment: None

Chairman's Moment:

Ray Maxwell thanked everyone involved in the Vision 2020 project, noting how much time and effort has been involved.

Minutes (att. 1):

The March board meeting minutes were presented with changes noted for those in attendance and under the finance report to note that administration is reviewing the 401K plan and will make recommendations to the finance committee and board. Andy Francis made the motion to accept the amended minutes, and Sally Harbin seconded the motion. The motion passed unanimously.

Financial Report (att. 2a-g):

Paul Foley noted that the budget through Feb. 28 is on track with a few minor adjustments. He also noted that administration is working on a first draft of the 2018-19 budget with about \$250,000 projected in surplus. Mr. Foley said that the budget should be ready for approval at the May 1 meeting so it can be forwarded to the state.

Mr. Foley reported that Alliance Bank has made a presentation to work with the school on the Vision 2020 project by providing the necessary construction loan funds prior to USDA closing. He noted there has been a change in the prime rate and that Alliance is wanting to help the school and has experience in the USDA process because of its work with Pinnacle.

The finance committee also recommended the acquisition of a modular unit for the grammar school for a cost of \$11,030.50. Paul Foley made the motion with a second by Andy Francis. The total cost includes transportation of the unit, set up, and skirting. Turn-key cost should be less than \$30,000. The motion was unanimously approved.

Administration recommended changing the school's retirement broker to Greg Poe of Edward Jones. It was noted that this change will not affect the investment options, but will help to resolved access issues to the broker which have been a concern in the past. Mr. Foley made the motion with a second by Andy Francis. Motion passed unanimously.

Continuing Business:

Team CFA Report:

Paul Foley noted Team-CFA has worked with the Western School of Math and Technology:CFA to set up a microcredential hub for teachers to use for trainings on personalized learning, blended learning programs, communication tools, checks for understanding, and more. It was also reported that Joseph Maimone has resigned from the TeamCFA staff but will remain as a part-time employee of TJ.

FORUM Report (att. 3a):

Elizabeth Sabolovic noted at the Forum's last Dine-Out Night for the year will be at Copper Penny from 5-10 p.m. Wednesday, April 18, and that the Forum is preparing for Teacher Appreciation Week in May.

Burgundy and Gold Committee (att. 3b):

Joe Maimone reported for the committee noting that the annual golf tournament begins at noon on Friday, April 27. He said they will again award eight scholarships totaling \$28,000.

Director's Report (att. 4, 6):

Joe Maimone reported that today was a wonderful visit from the charter renewal team. He noted this is the school's second 10-year renewal. He feels very positive about the visit and is confident the school will receive its renewal.

The recruitment period is over, and Mr. Maimone noted the school has over-enrolled students for the upcoming year. After the lottery, the enrollment figure was at 1,469, but it is at 1,420 currently which is still above the 1,310 budget projection.

Mr. Maimone reported that about 23% of the Vision 2020 goal of \$3.4 million has been raised. Fundraising committee members have been meeting with potential major donors. The committee is still waiting on the Calder Foundation grant for STEM programs in the new high school and has been invited to apply for a Timpkin Foundation grant.

Jason Cole noted that there has been an unusually large amount of tours at the grammar school since the open house. Mr. Maimone added that the school continues to receive applications for the upcoming school year.

Gary Blake noted that prom is in a few weeks, the Science Olympiad will be competing at the state level, the Junior Beta Club will be competing at the national level, an eighth grade student did well at the state geography bee, one student received a Chancellor's Scholarship to TCU, and four juniors qualified for the National Merit competition.

Committee Reports:**Executive Committee:**

Did not meet.

Community Relations Committee (att. 5b):

Did not meet. Joe Maimone said the committee will probably be meeting in the next week or so to prepare for May Fest on May 5.

Curriculum Committee (att. 5c):

Did not meet, but Sally Harbin noted the committee will be meet on April 25.

Facilities Committee (att. 5d):

Andy Francis noted that the main topic at the last facilities' meeting was the modular for the grammar school, but also discussed asphalt for the upper campus, safety area paint, repairing lights in the grammar school parking lot, replacing the glass in the grammar school doors with some that is shatter resistant and placing a divider in front of the desk, having electronic doors at the upper campus, and looking into purchasing more buses.

Fundraising Committee (att. 5e):

Tony Robbins reported the committee had approved a pledge card and that testing is being done on the online donation piece.

Legal Affairs Committee (att. 5f):

The updated bylaws were presented for a first reading of the board. Elizabeth Sabolovic noted it was based on a template provided by the attorney but with changes that reflected "who were are." She hoped that the bylaws would be approved at the board's May meeting.

Personnel/Policy Committee (att. 5g, 7):

Ray Maxwell noted that committee had met twice in March. On March 5, the committee discussed a revised nepotism policy, getting a board position application online, the need for all staff members to have a specific job description which Dianna Bridges should have completed by the end of the current school year, and administrative evaluations.

At the March 30 meeting, the committee approved bringing the revised nepotism policy to the board; discussed a proposed 2019-20 school calendar, additional employee leave days, ability to donate leave time to staff on extended leaves, school liability particularly in the summer, employee evaluations, employee recognition; and continued work on pay plans.

Andy Francis made the motion to approve the revised nepotism policy with a second by Paul Foley. Dianna Bridges explained that this policy defined "family" differently and was clearer in explaining relationships between board members, administration, and staff. The motion was approved unanimously.

Andy Francis made the motion to increased 10-month employee leave time to 80 hours from 64 and 12-month employee leave time to 96 hours from 80. Sally Harbin seconded the motion which passed unanimously.

Ad hoc Vision Committee (att. 5h):

Joe Maimone reported the current USDA rate is 3 7/8%. TJ is currently in the 30-day waiting period which will end May 11, and the application has been forwarded from Raleigh to Washington DC. The committee is currently working through some security ideas by reaching out to different companies for ideas.

New Business:

Upcoming meetings: Upcoming board meetings are scheduled for 5:45 p.m. May 1 and June 5 at Leitner Auditorium. A July/August meeting will be determined.

2019-2020 Proposed Calendar (att. 8): The calendar will be approved at a future meeting.

Closure Letter from EC Department of DPI (att. 9): Ray Maxwell noted that all findings from the Nov. 30 visit have been corrected and that TJ is now fully compliant. He thanked the EC staff for all of their hard work.

Contracts: None

Andy Francis made the motion to adjourn. The board adjourned at 7:07 p.m.