

Thomas Jefferson Classical Academy: CFA

Board Meeting

December 4, 2018

Location: Upper Campus, Leitner Auditorium

Present: Jerald DeLaGarza, Paul Foley, Sally Harbin, Steve Herndon, Ray Maxwell, Tony Robbins, Elizabeth Sabolovic, Christine Sutton and Donna Trimble

Not Present: Andy Francis, Jay Friedman, Jan Halliday, and Nick Longerbeam

Others Present: Dianna Bridges, upper campus principal; Jason Cole, grammar school principal; and Susan White, finance director

Opening:

The meeting opened at 5:47 p.m.

Moment of Silence: Ray Maxwell asked everyone to remember the board, our family and friends, and those with health problems and other issues.

Pledge of Allegiance

Special Recognition: The board recognized Jeff Ziegler for his years as academic dean with a gift card and poinsettia. Mr. Maxwell stated that Mr. Ziegler has worked “tirelessly to help the board and school” and that all of his efforts were greatly appreciated. Personal comments and thanks were added by Sally Harbin, Elizabeth Sabolovic, Paul Foley and Jerald DeLaGarza.

Public Comment:

Dr. Inge Collins of Kings Mountain, NC – Dr. Collins noted that the board is not following statutory requirements for announcing board meetings. She also stated that board members should have “unique gifts or passion for the school,” “serve the stakeholders,” and “be a servant.” She said all minutes must be available to the public and that “absolute power corrupts absolutely.”

Chairman’s Moment:

Ray Maxwell said that he hopes everyone spends time with family and loved ones during this holiday season. He said this is a good time to stop and reflect and relax. He thanked everyone for their efforts in making TJ work as a school. He encouraged everyone to reflect on what we have as a community and to be thankful for our blessings. He also noted that there have been a lot of requests for information lately and there are links to documents on the websites in response to those requests. He asked that if anyone had any suggestions about ways to improve to let him know. He also reported that the state auditor had no findings in an investigation into David Francis’ company in regards to work done for TJ after a complaint was filed with the state.

Minutes (att. 1):

The November board meeting minutes were presented, and Paul Foley made the motion to approve them with a second by Jerald DeLaGarza. The motion passed unanimously.

Continuing Business:**Team CFA Report (att. 2):**

Paul Foley noted that the TeamCFA grant cycle for the next year opens after the start of 2019. The grant requires a matching contribution from the school, but is for any use schools may have. He also noted Arizona Schools of Distinction – Ethos Academy and Western School of Science and Technology, and that Core Knowledge recently announced a school network at <https://www.coreknowledge.org/community/core-knowledge-schools/>

Forum Report (att. 3):

Elizabeth Sabolovic noted the Forum met Nov. 13 to discuss teacher appreciation lunches at both campuses, which went off well. There is no December meeting. The Forum will next meet on Jan. 8. The next Dine-Out Night will be at Big Dave's in Forest City in January. No exact date has been set.

Next meetings: Ray Maxwell proposed setting the meeting dates for the remainder of the year unless changes need to be made. These dates will be posted on the board of directors' section of the school website, and if changes are needed, notification will be made with at least seven days' notice. Sally Harbin made the motion to approve meeting dates and times for 5:45 p.m. Jan. 8, Feb. 5, March 5, April 2, May 7, and June 4, in Leitner Auditorium of the upper campus. Jerald DeLaGarza seconded the motion which passed unanimously. Paul Foley made a motion with a second by Sally Harbin to also schedule the 2020 Vision Committee meetings for 4 p.m. and Finance Committee at 5 p.m. on the same days as the board meetings. This motion also passed unanimously. Steve Herndon moved that the community relations/public outreach committee will meet at the grammar school conference room at 3:45 p.m. on Dec. 6, Feb. 6, and April 25. Paul Foley seconded the motion which passed unanimously.

Committee Reports:**Executive Committee:**

Did not meet.

Finance Committee: (att. 4):

Paul Foley noted the finance committee reviewed the October financials from Arcadia and the manual checks. The committee also discussed the transition from Mass Mutual to John Hancock for the 401K plan.

Community Relations/Public Committee:

Did not meet. The next meeting is set for Dec. 6 is to discuss advertising for the open enrollment season.

Curriculum Committee (att. 5):

Elizabeth Sabolovic reported the committee met Nov. 27 and discussed the pros and cons of changes to student scheduling. The committee is waiting for the upper campus curriculum committee to report further.

Facilities Committee:

Did not meet.

Fundraising Committee:

Did not meet.

Legal Affairs Committee:

Did not meet.

Personnel/Policy Committee:

Did not meet.

2020 Vision Ad hoc Committee (att. 6):

Ray Maxwell noted the committee met earlier at 4 p.m. to discuss construction costs and estimate updates. They also went over several scenarios for funding from the USDA and additional alternatives through Hilltop Securities.

New Business:

Uniform Update (att. 7): Michael Fair reported for the uniform selection committee and said the committee had two options to present to the board. The first option is to enter into a three-year contract with Casper's Closet in Forest City and retain the unique plaid pattern. If this option is approved, Casper's would also offer the more fitted pants, polo dresses and moisture wicking polos. Mr. Fair said customer service concerns had been relayed to the current vendor which he said he would take under advisement. The second option would eliminate the unique plaid and allow for a co-vending situation between Casper's Closet and Tommy Hilfiger. After discussing the options, Sally Harbin made a motion to generate a Google form specifying the two uniform options available and allowing parents to have one vote per child. Steve Herndon seconded the motion which would give the board an idea of how the stakeholders feel about the uniform choice. The motion passed unanimously. Mrs. Bridges said the survey will go out by Dec. 7 and give parents until Dec. 17 to respond so that the board would have the results in time for the January meeting.

Leitner Auditorium Roof Repair Update: Mrs. Bridges reported that the roof has not been repaired yet because of recent weather conditions. She noted the roofer is at least three weeks behind but is hopeful to be able to work on the roof over the Christmas break.

Audit Presentation: Darrell Keller, CPA, presented a 43-page report to board members and noted the school is in compliance with federal and state programs and there were no findings. He explained that the deficit shown was a result of moving \$500,000 to the Foundation, otherwise the school had about a \$300,000 surplus for the end of the year. Mr. Keller also noted that starting next year the audit would have a different look. The financial and compliance sections would be in a blended presentation as

required by the Government Accounting Standards. Paul Foley asked if our procedures and processes would need to change or be enhanced. Mr. Keller said the school has good procedures but would have to code noncertified staff differently.

Director's Report:

Upper Campus: Mrs. Bridges noted upcoming events, such as the Christmas choir concert at 6:30 p.m. Thursday, Dec. 6, and Fine Arts Gala on Thursday, Dec. 13. She reported on accomplishments of the middle and high school quill teams and academic team. She also noted the fall sports team had a wonderful season. She also said a recent blood drive collected 31 units of blood.

Grammar School: Mr. Cole noted the Santa House is now open to the public on Friday and Saturday evenings, and that the school recently had programs by the third and fifth grades and a successful canned food drive to help local organizations.

Sally Harbin made the motion to adjourn. The motion was seconded by Jerald DeLaGarza and was passed unanimously. The board adjourned at 7:03 p.m.